


MACKENZIE COUNTY

REGULAR COUNCIL MEETING

APRIL 24, 2019
10:00 AM

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 24, 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 April 8, 2019 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) Michael Marcaccio, Wilde and Company Chartered Professional Accountants – 2018 Audited Financial Statements (11:00 a.m.) <i>Refer to Agenda Item # 10 b)</i>	
		b)	
TENDERS:	5.	a) None	
PUBLIC HEARINGS:		Public hearings scheduled for 1:00 p.m.	
	6.	a) Bylaw 1140-19 Land Use Bylaw Amendment to Rezone Part of NW 8-106-14-W5M from Agricultural “A” to Direct Control 2 “DC2”	27
GENERAL REPORTS:	7.	a) Disaster Recovery Program (DRP) Updates (Standing Item)	
		b)	

AGRICULTURE SERVICES:	8.	a)		
COMMUNITY SERVICES:	9.	a)	Indigenous Liaison Committee Terms of Reference	37
		b)		
FINANCE:	10.	a)	Bylaw 1141-19 2019 Tax Rate	41
		b)	2018 Audited Financial Statement (DRAFT)	49
		c)	Financial Reports – January 1, 2019 to April 16, 2019	77
		d)		
OPERATIONS:	11.	a)		
UTILITIES:	12.	a)		
PLANNING & DEVELOPMENT:	13.	a)	Foothills Developments Ltd. – Municipal Reserve Owing (NE 4-106-15-W5M)	89
		b)	Community Streetscape Implementation Committee Budget	101
		c)		
ADMINISTRATION:	14.	a)	Policy HR004 Modified Work Program	111
		b)	Petition to Form a New Municipality	115
		c)	Caribou Update (Standing Item)	
		d)		
		e)		
COUNCIL COMMITTEE	15.	a)	Council Committee Reports (verbal)	

REPORTS:	b)	Municipal Planning Commission Meeting Minutes	119
	c)	Indigenous Liaison Committee Meeting Minutes	131
	d)	Agricultural Land Use Planning Committee Meeting Minutes	137
	e)	Fort Vermilion Streetscape Implementation Committee Meeting Minutes	143
INFORMATION / CORRESPONDENCE:	16.	a) Information/Correspondence	153
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	17.	a)	
		b)	
NOTICE OF MOTION:	18.	a)	
NEXT MEETING DATES:	19.	a) Regular Council Meeting May 7, 2019 10:00 a.m. Fort Vermilion Council Chambers	
		b) Committee of the Whole Meeting May 21, 2019 10:00 a.m. Fort Vermilion Council Chambers	
		c) Regular Council Meeting May 22, 2019 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	20.	a) Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the April 8, 2019 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 8, 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 April 8, 2019 Regular Council Meeting be adopted as presented.

Author: _____ Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**April 8, 2019
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor (arrived at 10:27 a.m.)
Eric Jorgensen Councillor (arrived at 11:37 a.m.)
Anthony Peters Councillor
Ernest Peters Councillor
Lisa Wardley Councillor

ABSENT: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Len Racher Chief Administrative Officer
Byron Peters Deputy CAO
Doug Munn Director of Community Services
David Fehr Director of Operations
Bill McKennan Director of Finance
Fred Wiebe Director of Utilities
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 April 8, 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 19-04-227 MOVED by Councillor Cardinal

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

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

MOTION 19-04-228

MOVED by Councillor Braun

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

CARRIED

3. b) Business Arising out of the Minutes

None.

DELEGATIONS:

4. a) None

TENDERS:

5. a) None

**GENERAL
REPORTS:**

7. a) CAO & Directors Report for March 2019

MOTION 19-04-229

MOVED by Councillor E. Peters

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

CARRIED

**GENERAL
REPORTS:**

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

MOTION 19-04-230

MOVED by Councillor Braun

That the disaster recovery program update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

8. a) VSI Services 2019 Subsidy Increase

MOTION 19-04-231

MOVED by Councillor Bateman

Requires 2/3

That additional funds in the amount of \$14,800.00 be provided in the proposed 2019 Operating Budget for the VSI Program.

CARRIED

COMMUNITY SERVICES:

9. a) Recreation Energy Conservation (REC) Program

MOTION 19-04-232

MOVED by Councillor Braun

That administration be directed to apply for funding to complete a scoping audit for the La Crete and Fort Vermilion Recreation Complexes through the Recreation Energy Conservation (REC) Program and, if successful, bring these audits back to Council for further direction.

CARRIED

9. b) Emergent Funding – Fort Vermilion Recreation Board

MOTION 19-04-233
Requires 2/3

MOVED by Councillor Cardinal

That the payment to the Fort Vermilion Recreation Board in the amount of \$17,565.57 be approved for the artificial ice plant repairs.

CARRIED

FINANCE:

10. a) Mackenzie County Library Board - La Crete Community Library

MOTION 19-04-234
Requires 2/3

MOVED by Councillor Wardley

That funding in the amount of \$4,194.16, be provided for in the 2019 operating budget, and the La Crete Community Library be refunded for the previously paid building insurance from 2015-2018 in the amount of \$4,194.16.

CARRIED

MOTION 19-04-235
Requires 2/3

MOVED by Councillor Braun

That funding for the La Crete Community Library's remaining 2019 building insurance be provided for in the 2019 budget.

CARRIED

FINANCE:

10. b) 2019 Budget Approvals

Councillor Driedger arrived at 10:27 a.m.

MOTION 19-04-236
Requires 2/3

MOVED by Councillor Braun

That the 2019 Operating Budget in the amount of \$35,589,054 as detailed in Appendix 1 be approved.

CARRIED

MOTION 19-04-237
Requires 2/3

MOVED by Councillor Driedger

That the 2019 Non-TCA Projects in the amount of \$1,804,143 and funding sources as detailed in Appendix 3 be approved.

CARRIED

MOTION 19-04-238
Requires 2/3

MOVED by Councillor E. Peters

That the 2019 Capital Budget Expenditures in the amount of \$19,426,010 and funding sources as detailed for Projects Numbers 1 to 78 in Appendix 5 be approved.

CARRIED

MOTION 19-04-239
Requires 2/3

MOVED by Councillor Braun

That the 2019 Capital Budget Expenditures in the amount of \$8,085,000 and funding sources for projects Number 79 to 81 in Appendix 5 be approved conditional on grant funding being confirmed.

CARRIED

MOTION 19-04-240
Requires 2/3

MOVED by Councillor Driedger

That the 2019 Operating Budget Contributions to Reserves in the amount of \$1,918,127 be as follows:

- Municipal Reserve \$70,000
- Gravel Reclamation Reserve \$50,000
- Gravel Crushing Reserve \$500,000
- Road Reserve \$500,000
- Water Infrastructure Reserve \$392,846

- General Capital Reserve \$81,100
- Vehicle & Equipment Reserve \$324,181

CARRIED

MOTION 19-04-242
Requires 2/3

MOVED by Councillor Cardinal

That the 2019 Operating Budget be amended in the amount of \$2,071,112 with funding the following projects from the General Operating Reserves:

- Prior years capital projects for the Town of High Level - \$862,370
- Funding Non-TCA Projects \$1,187,851
- Emergent Funding – Fort Vermilion Recreation Board - \$20,891

CARRIED

MOTION 19-04-243
Requires 2/3

MOVED by Councillor Braun

That the 2019 Operating Budget be amended as follows:

- \$34,000 Water & Sewer Operating Budget
- \$231,577 General Operating Reserve

CARRIED

Reeve Knelsen recessed the meeting at 11:15 a.m. and reconvened the meeting at 11:28 a.m.

OPERATIONS: 11. a) None

UTILITIES: 12. a) None

PLANNING & DEVELOPMENT: 13. a) **Bylaw 1140-19 Land Use Bylaw Amendment to Rezone Part of NW 8-106-14-W5M from Agricultural “A” to Direct Control 2 “DC2”**

Councillor Jorgensen arrived at 11:37 a.m.

MOTION 19-04-244 **MOVED** by Councillor E. Peters

That first reading be given to Bylaw 1140-19 being a Land Use Bylaw Amendment to rezone Part of NW 8-106-14-W5M from Agricultural “A” to Direct Control 2 “DC2”, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. b) Urban Development Standards – Industrial Use Land

Reeve Knelsen recessed the meeting at 12:13 p.m. and reconvened the meeting at 1:00 p.m.

PUBLIC HEARINGS:

6. a) Bylaw 1134-19 Lane Closure Plan 142 0594, Block 34, Lot 8 and Lot 9 (La Crete)

Reeve Knelsen called the public hearing for Bylaw 1134-19 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1134-19 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 Lane Closure Plan. Byron Peters, Deputy CAO, presented the Bylaw and indicated that first reading was given on March 12, 2019.

Administration received a request from a developer to purchase 4 meters of the public utility lane that is between Plan 142 0594, Block 34, Lot 8 and Lot 9. The Developer wishes to purchase this piece of land to amalgamate with Lot 8 to create a larger lot.

Administration would like to keep the northern 2 meters of the Lane in order to allow access to the future proposed park and to act as the utility right of way and as a drainage right of way.

The applicant must purchase the public lane from the County at market value and is responsible for all surveying costs. The market value of the land will be requested if Council, decides they are willing to sell the lane to the applicant.

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

Reeve Knelsen asked if Council has any questions of the

proposed Lane Closure Plan. *Council had the following questions/comments:*

- *Discussion regarding there being enough room for the gas line infrastructure with the remaining 3 meter width of the lane. The Northern Lights Gas Co-op has indicated that they can make it work.*
- *Are any existing gas lines impacted? No.*
- *Discussion regarding the fence requirement.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1134-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1134-19. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1134-19 at 1:04 p.m.

MOTION 19-04-245

MOVED by Councillor Braun

That 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 be forwarded to the Minister of Transportation for approval, and that purchaser of the laneway be required to install a chainlink fence on both sides of the walkway, with the walkway being ten feet wide within 30 days of the signing of the agreement.

CARRIED

MOTION 19-04-246

MOVED by Councillor Wardley

That Policy DEV001 Urban Development Standards for Industrial Use zoned land be brought back to include an option for a Council approved variance.

CARRIED

**PLANNING &
DEVELOPMENT:**

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

MOTION 19-04-247

MOVED by Councillor Braun

That the County secure a 40 meter right of way on 100th Street in

La Crete for future main street widening and that administration move forward to close 100A Street.

CARRIED

ADMINISTRATION: 14. a) Policy HR004 – Modified Work Program

MOTION 19-04-248 MOVED by Councillor Wardley

That Policy HR004 Modified Work Program be brought back with the recommended changes.

CARRIED

ADMINISTRATION: 14. b) Meeting with Paramount Resources Ltd. – Zama

MOTION 19-04-249 MOVED by Councillor Wardley

That Council meet with Paramount Resources Ltd. on June 13, 2019 at 1:00 p.m. in Zama City.

CARRIED

ADMINISTRATION: 14. c) Bridge Request from Paramount Resources Ltd.

MOTION 19-04-250 MOVED by Councillor Wardley

That the bridge request from Paramount Resources be added to the agenda for the Paramount meeting on June 13, 2019.

CARRIED

ADMINISTRATION: 14. d) Caribou Update (Standing Item)

MOTION 19-04-251 MOVED by Councillor Braun

That the caribou update be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 2:03 p.m. and reconvened the meeting at 2:15 p.m.

**COUNCIL
COMMITTEE
REPORTS:**

15. a) Council Committee Reports (verbal)

MOTION 19-04-252

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 19-04-253

MOVED by Councillor Cardinal

That the Municipal Planning Commission meeting minutes of March 28, 2019 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. c) Agricultural Service Board Meeting Minutes

MOTION 19-04-254

MOVED by Councillor E. Peters

That the Agricultural Service Board meeting minutes of March 28, 2019 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. d) Community Services Committee Meeting Minutes

MOTION 19-04-255

MOVED by Councillor Wardley

That the Community Services Committee meeting minutes of April 1, 2019 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. e) Finance Committee Meeting Minutes

MOTION 19-04-256

MOVED by Councillor Braun

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

CARRIED

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 19-04-257

MOVED by Councillor Wardley

That Council be authorized to attend one of the Forest Industry Open House and Information Sessions.

CARRIED

MOTION 19-04-258

MOVED by Councillor Braun

That the information/correspondence be received for information.

CARRIED

CLOSED MEETING:

17. None

NOTICE OF MOTION:

18. a) None

**NEXT MEETING
DATE:**

19. a) Next Meeting Dates

Regular Council Meeting
April 24, 2019
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
May 7, 2019
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

20. a) Adjournment

MOTION 19-04-259

MOVED by Councillor Jorgensen

That the Council meeting be adjourned at 2:54 p.m.

CARRIED

These minutes will be presented to Council for approval on April 24, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

UNAPPROVED

Appendix #1

2019 OPERATING BUDGET

Operational Revenues

Taxes	\$25,673,767
User Fees/Sales /Rentals	\$658,371
Water/Sewer Rates	\$4,056,802
Penalties- Overdue Accounts	\$729,000
Permit & Fees	\$366,000
Interest Earnings	\$500,000
Grants	\$1,103,552
Other Revenue	\$430,450
Reserve Draws	\$2,071,112

TOTAL OPERATING REVENUE **\$35,589,054**

Operational Expenses

Council	\$928,077
Administration	\$8,872,016
Fire Services	\$861,200
Ambulance	\$5,000
Enforcement Services	\$661,485
Public Works	\$12,649,402
Airports	\$390,152
Water Distribution	\$2,851,837
Sewer Disposal	\$854,319
Waste Management	\$812,186
Non Profit Organizations	\$943,649
Planning & Development	\$1,381,748
Agriculture	\$1,646,443
Subdivisions	\$437,441
Recreation Boards	\$1,216,979
Parks & Playgrounds	\$493,098
Tourism	\$38,250
Library	\$265,395

TOTAL OPERATING EXPENSE: **\$35,308,677**

Surplus to be Allocated **\$280,377**

MACKENZIE COUNTY
2019 Non-TCA Projects INCLUDING CARRY
FORWARDS

Project Description	2019 BUDGET	External Funding				Internal Funding			
		FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture
(12) - Administration Department									
Wolf bounty (CF 2016)	40,817					25,000	15,817	GOR	
Caribou/industry Protection Strategy (CF 2016)	50,000						50,000	GOR	
Cumulative Effects Assessment Study (CF 2017)	178,306			108,306			70,000	GOR	
FV - Asset Management (2018)	45,000			-		-	45,000	GOR	
FRIAA Firesmart Program(Hutch Lake & Zama)	301,520			301,520					
<i>Total department 12</i>	615,643	-	-	409,826	-	25,000	180,817		-
(23) - Fire Department									
FV - Fire Dept Training Props (2018)	30,000				15,000	-	15,000	GOR	
LC - Fire Dept Training Props	20,000				10,000	10,000			
<i>Total department 23</i>	50,000	-	-	-	25,000	10,000	15,000	-	-
(32) - Public Works									
ZA - Aspen Drive Ditch Repair (CF 2016)	54,600						54,600	GOR	
LC & FV - Road Disposition - Survey Work (CF 2014)	40,679						40,679	GOR	
Assumption Hill Improvement (ditching) (CF 2014)	17,290						17,290	GOR	
Zama Road Frost Heaves	300,000						300,000	GOR	
<i>Total department 32</i>	412,569	-	-	-	-	-	412,569		-
(33) - Airport									
Airport Master Plan (CF 2016)	66,496						66,496	GOR	
FV Airport Development (CF 2016)	9,169						9,169	GOR	
Airport Operations/Safety Manuals	30,000						30,000	GOR	
<i>Total department 33</i>	105,666	-	-	-	-	-	105,665		-
(41) - Water									
LC -La Crete Future Water Supply Concept (2018)	190,910						190,910	GOR	
Water Diversion License Review	18,342						18,342	GOR	
<i>Total department 41</i>	209,252	-	-	-	-	-	209,252		-
(42) - Sewer									
LC - Future Utility Servicing Plan (2018)	23,771						23,771	GOR	
<i>Total department 42</i>	23,771	-	-	-	-	-	23,771	-	-

**MACKENZIE COUNTY
2019 Non-TCA Projects INCLUDING CARRY
FORWARDS**

Project Description	2019 BUDGET	External Funding				Internal Funding			
		FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture
(61) - Planning & Development Department									
Infrastructure Master Plans (CF 2016)	12,559						12,559	GOR	
Natural Disaster Mitigation Program (CF 2017)	42,064			27,064			15,000	GCR	
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	143,266						143,266	GOR	
Economic Development Investment Attraction Marketing Packages	114,000			57,000		57,000			
<i>Total department 61</i>	311,889	-	-	84,064	-	57,000	170,825	-	-
(63) - Agricultural Services Department									
Dell Tough Book and software (2018)	8,075						8,075	GOR	
Irrigation District Feasibility Study	30,000						30,000	GOR	
<i>Total department 63</i>	38,075	-	-	-	-	-	38,075		-
(71) - Recreation									
ZA - Hall Electrical Upgrades (CF 2015/2016)	3,482						3,482	RB-ZA	
LC - 2 Sets of Mini Nets & Portable Boards (2018)	8,500						8,500	GOR	
LC - Operational Over Spends	13,895						13,895	RB-LC/GOO/GOR	
<i>Total department 71</i>	25,877	-	-	-	-	-	25,877	-	-
(72) - Parks									
LC Walking Trail	6,000						6,000	GOR	
La Crete Walking Trail LOC	2,400					2,400			
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000					3,000			
<i>Total department 72</i>	11,400	-	-	-	-	5,400	6,000	-	-
TOTAL 2019 Non-TCA Projects	1,804,143	-	-	493,890	25,000	97,400	1,187,851	-	-

Funding Sources for the 2019 Approved Non-TCA projects is as follows:

Legend
2018 Non-TCA Carry Forward Projects
2019 New Non-TCA Projects

FGTF / MSI	\$ -
Other Grants/Sources	\$ 518,890
Other Grants/Sources	\$ 97,400
General Operating Reserve	\$ 1,165,561
General Capital Reserve	\$ 15,000
Recreation Board Zama	\$ 3,482
Recreation Board La Crete	\$ 2,393
Grants to Other Organizations	\$ 1,417
	\$ 1,804,143

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project #	Project Description	2019 BUDGET	External Funding				Internal Funding			
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture
(12) - Administration Department										
1	ZC - Admin Building Tree Planting (CF 2017)	10,489						GCR	10,489	
2	Land Purchase (South of High Level) (CF 2015)	12,895						GCR	12,895	
3	FV Office HVAC Photocopy Room/Meeting Room 1/Council Chambers (2018)	30,000						GOR	30,000	
4	Information Technology Budget	45,000						GOR	45,000	
5	FV Office Rear Gate	8,500						GOR	8,500	
Total department 12		106,884	-	-	-	-	-	-	106,884	-
(23) - Fire Department										
6	FV - Training Facility (CF 2017)	11,350				10,000		GCR	1,350	
7	LC - Deck Gun (Tompkins) (2018)	15,000		15,000						
8	LC - Pison Intake Valve and Booster Reel (Tompkins) (2018)	18,500		8,600				V&E	9,900	
9	LC - Fire Truck (2018)	450,006		450,006						
Total department 23		494,856	-	473,606	-	10,000	-	-	11,250	-
(32) - Transportation Department										
10	FV - Rebuild Eagles Nest Road (2 miles) (2018)	785,985	602,111					RDR	183,874	
11	LC - Chipseal North & South Access (2018)	275,000		275,000						
12	LC - Rebuild Airport Road (2 miles) (2018)	776,011						GCR	776,011	
13	LC - Rebuild Blue Hills Road (2 miles) (2018)							GCR	774,252	
14	LC - Rebuild Range Road 180 N (2 miles) (2018)	774,252								
15	LC - Engineering & Design for 113 Street and 109 Ave (CF 2015)	40,687						RDR	40,687	
16	LC - Overlay River Road (2018)	843,125		843,125						
17	Gravel Reserve (CF 2014)	92,357						RDR	92,357	
18	LC - Teachers Loop Asphalt & Sidewalk (CF 2017)	404,903		254,475				RDR/GCR	150,428	
19	LC - Bridges to New Lands - Township Rd1020 (CF 2017)	585,612			168,476					417,136
20	11 mile Culvert Replacement	150,000		150,000						
21	88 Connector Overlay	3,530,670								3,530,670
22	AWD Graders x 3	1,684,668				620,544		V&E	1,064,124	
23	FV - Loader	350,000				25,000		V&E	325,000	
24	FV - Rebuild Lambert Point Road (1 1/4 miles)	385,000		385,000						
25	LC - Overhead Shop Crane	100,000						GCR	100,000	
26	LC - Sidewalk Sweeper	160,000				5,000		V&E	155,000	
27	LC - Truck Replacement	45,000				1,500		V&E	43,500	
28	LC- 98 Ave Micro Surfacing (1200 meters)	220,000		220,000						
29	Overlays	350,000		350,000						
30	Rebuild Blumenort Road East	440,000		440,000						
31	Rebuild Machesis Lake Road	440,000		440,000						

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project #	Project Description	2019 BUDGET	External Funding				Internal Funding			
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture
32	Rebuild Range Rd 175 (2 miles)	650,000		650,000						
33	Oil Rocky Lane Road (5.5 km) - School to Store Road	215,250		215,250						
34	ZA - Truck Replacement	45,000				1,500		V&E	43,500	
35	LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000						GCR	75,000	
36	FV - Rebuild Butter town Road (See Note 2)	300,000		300,000						
37	FV - 49 Ave-54 St Asphalt	51,000		51,000						
38	FV - 49 Street Asphalt	81,500		81,500						
	Total department 32	13,418,519	602,111	4,222,850	168,476	653,544	-	-	3,823,733	3,947,806
(33) - Airport										
39	FV - Parking Lot Drainage Improvements (CF 2017)	20,000						IC-AIR	20,000	
	Total department 33	20,000	-	-	-	-	-	-	20,000	-
(41) - Water Treatment & Distribution Department										
40	LC - Well Number 4 (CF 2016)	900,095						RWTR/GCR	900,095	
41	ZA - Water Treatment Plant Upgrading (CF 2017)	784,047			611,560			RWTR	172,487	
42	FV - Frozen Water Services Repairs (River Road) (CF 2015)	98,238						RWTR	98,238	
43	LC - Waterline Bluehills (CF 2015)	691,042						RWTR	691,042	
44	LC - Rural Potable Water Infrastructure (CF 2015)	101,024						GCR/RWTR	101,024	
45	FV - Rural Water Supply North of the Peace River (2018)	179,763						GOR	179,763	
	Total department 41	2,754,207	-	-	611,560	-	-	-	2,142,649	-
(42) - Sewer Disposal Department										
46	ZA - Lift Station Upgrade (CF 2013-2017)	1,691,609			1,034,250			WTRSWR/DR	657,359	
47	LC - Sanitary Sewer Expansion (CF 2016)	10,289						GCR	10,289	
	Total department 42	1,701,899	-	-	1,034,250	-	-	-	667,648	-
(43) - Waste										
48	Build Up Berm - Blumenort WTS (CF 2017)	9,000						IC-WST	9,000	
49	Waste Bin Replacement Program	20,000				8,000		GCR	12,000	
	Total department 43	29,000	-	-	-	8,000	-	-	21,000	-
(61) - Planning & Development										
50	FV - Streetscape (CF 2017)	54,416						IC-DV/GCR	54,416	
51	LC - Streetscape (CF 2017)	9,368						GCR	9,368	
	Total department 61	63,783	-	-	-	-	-	-	63,784	-
(63) - Agriculture										
52	HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	77,808						DR	77,808	
53	LC - Buffalo Head/Steep Hill Water Management (Phase I) (CF	122,484						GCR	122,484	
54	Ag Fieldman Truck	45,000				1,500		V&E	43,500	
	Total department 63	245,293	-	-	-	1,500	-	-	243,792	-
(71) - Recreation										
55	FV - Rodeo Grounds (CF 2016)	17,933						RB-FV	17,933	
56	FV - Skate Shack (CF 2015)	30,000						RB-FV	30,000	

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project #	Project Description	2019 BUDGET	External Funding				Internal Funding			
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture
57	LC - Dressing Room Expansion including Gym/Weight Room (CF 2017)	1,653						GCR	1,653	
58	ZA - Water Repair in Furnace Room (CF 2017)	8,338						GOO	8,338	
59	ZA - Re-shingling Hall (CF 2017)	35,000						GOO	35,000	
60	FV - Facility Door Upgrades (2018)	1,525						GOR	1,525	
61	LC - Renovate Old Dressing Rooms (2018)	30,000				15,000		GOR	15,000	
62	FV - Arena Header Replacement	80,000		80,000						
63	FV - Volleyball Court Equipment	9,000		9,000						
64	FV - Facility Downspout Replacement/Landings	8,000		8,000						
65	LC - Rebuild One Compressor	22,000		22,000						
66	LC - Olympia Conditioner Maintenance	8,000		8,000						
67	LC - Upgrade VFD Electrical Panel	4,000		4,000						
68	LC - Blumenort Skate Shack	100,000		100,000						
69	LC - Two Portable Washrooms	3,000		3,000						
70	LC - One Window for the Board Room	5,000		5,000						
71	ZA - Paint Exterior of Hall	30,000		30,000						
Total department 71		393,449	-	269,000	-	15,000	-	-	109,449	-
(72) - Parks & Playgrounds Department										
72	Hutch Lake Campground Improvements (CF 2017)	68,933						IC-REC/MR	68,933	
73	LC - Slide & Swings Big Back Yard (CF 2017)	2,987						MR	2,987	
74	FV - Processor / Splitter (2018)	33,200						V&E	33,200	
75	River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch	30,000						GCR	30,000	
76	Vanguard Subdivision Playground Equipment	30,000						MR	30,000	
77	DA Thomas Stairs	20,000						GCR	20,000	
78	Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000						GCR	13,000	
Total department 72		198,120	-	-	-	-	-	-	198,120	-
TOTAL 2019 Capital Projects		19,426,010	602,111	4,965,456	1,814,286	688,044	-	-	7,408,309	3,947,806

Funding Sources for the 2019 Approved Capital projects is as follows:

Administration to seek grant funding for below projects prior to proceeding
 Note 1 - LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive
 Note 2 - FV - Rebuild Butter town Road

FGTF & MSI	\$ 5,567,567
Other Grants/Sources	\$ 2,502,330
General Operating Reserve	\$ 279,788
General Capital Reserve	\$ 2,978,241
Municipal Reserve	\$ 95,987
Road Reserve	\$ 396,918
Vehicle & Equipment Reserve	\$ 1,717,724
Rural Water Reserve	\$ 1,048,862
Waste/Sewr Infrastructure Reserve	\$ 71,753
Drainage Reserve	\$ 663,414
Incomp. Cap - Airport Reserve	\$ 20,000
Incomp. Cap - Waste Reserve	\$ 9,000
Incomp. Cap - Develop. Reserve	\$ 29,416
Incomp. Cap - Recreation	\$ 5,933
Recreation Board Fort Vermilion	\$ 47,933
Grants to Other Organizations	\$ 43,338
Debenture	\$ 3,947,806
TOTAL	19,426,010

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project #	Project Description	2019 BUDGET	External Funding				Internal Funding			
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture
Contigent on Grant Funding										
79	FV - Rebuild Rocky Lane Road (2018)	1,000,000			500,000	495,000		RDR	5,000	
80	ZC - Access Pave (PH V) (CF 2014)	6,000,000			3,000,000					3,000,000
81	ZA - Sewage Forcemain (2018)	1,085,000		542,500	542,500					-
		8,085,000	-	542,500	4,042,500	495,000	-		5,000	3,000,000



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	PUBLIC HEARING Bylaw 1140-19 Land Use Bylaw Amendment to Rezone Part of NW 8-106-14-W5M from Agricultural "A" to Direct Control 2 "DC2"

BACKGROUND / PROPOSAL:

The developer would like to add an accessory/secondary use to his existing retail business by adding an office complex. The office complex is going to offer space for the inventory to be stored and additional office space.

In 2012, the developer was approved for an Automotive Equipment & Vehicle Services-Minor use to conduct his business of PV Trailers on this quarter of land. The developer then expanded his business to include selling tools but didn't obtain permits for the retail building or added business that is currently on his property.

The Land Use Bylaw was updated in 2017 and no longer permits retail/commercial type uses in rural areas. The intension was to encourage retail businesses to remain in hamlet.

The developer is interested in adding a new pre-built modular office complex to his site in order to expand his focus on tool sales, but there is no use in the Agricultural "A" zoning district to accommodate this request. The developer was made aware that his land use zoning could no longer give him a permit for his new building.

The development permit application was taken to the Municipal Planning Commission for recommendation or to propose a solution. The application was presented to the Municipal Planning Commission on March 28, 2019 where the following motion was made:

MPC-19-03-036 **MOVED** by *Jacquie Bateman*

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

That the Municipal Planning Commission recommend to Council to add a retail use to Rural Industrial - Light "RIL".

CARRIED

After reviewing the motion and the Land Use Bylaw, administration decided to amend the request to reflect a better and simpler solution. Instead of potentially adding a retail use to the RIL district, it would be easier to rezone the property to a more fitting zoning district without changing the Land Use Bylaw. This would also prevent a wide assortment of retail uses to be added to the zoning district.

Direct Control 2 "DC2" would ensure that all the development would require approval from the Municipal Planning Commission without adding uses to another district. This makes all future development on this property to be scrutinized thoroughly while ensuring stringent conditions are met.

This item was taken to Council on April 8, 2019 for first reading where it was passed with the following motion:

MOTION 19-04-244 **MOVED** by Councillor E. Peters

That first reading be given to Bylaw 1140-19 being a Land Use Bylaw Amendment to rezone Part of NW 8-106-14-W5M from Agricultural "A" to Direct Control 2 "DC2", subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Current costs will consist of advertising the public hearing and adjacent landowner letters, which will be borne by the Planning and Development department.

SUSTAINABILITY PLAN:

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

Author: K Racine Reviewed by: C Smith CAO:

COMMUNICATION/PUBLIC PARTICIPATION:

The bylaw amendment has been advertised as per MGA requirements, this includes all adjacent landowners. The applicant was required to display a rezoning notification sign on their property as per Mackenzie County Land Use Bylaw regulation.

POLICY REFERENCES:

Not applicable at this time.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1140-19 being a Land Use Bylaw Amendment to rezone Part of NW 8-106-14-W5M from Agricultural “A” to Direct Control 2 “DC2.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1140-19 being a Land Use Bylaw Amendment to rezone Part of NW 8-106-14-W5M from Agricultural “A” to Direct Control 2 “DC2.

Author: K Racine Reviewed by: C Smith CAO:

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 1140-19

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1140-19
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate commercial/industrial development in a rural area.

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

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

Part of NW 8-106-14-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Direct Control 2 "DC2" as outlined in Schedule "A" hereto attached.

READ a first time this 8th day of April, 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

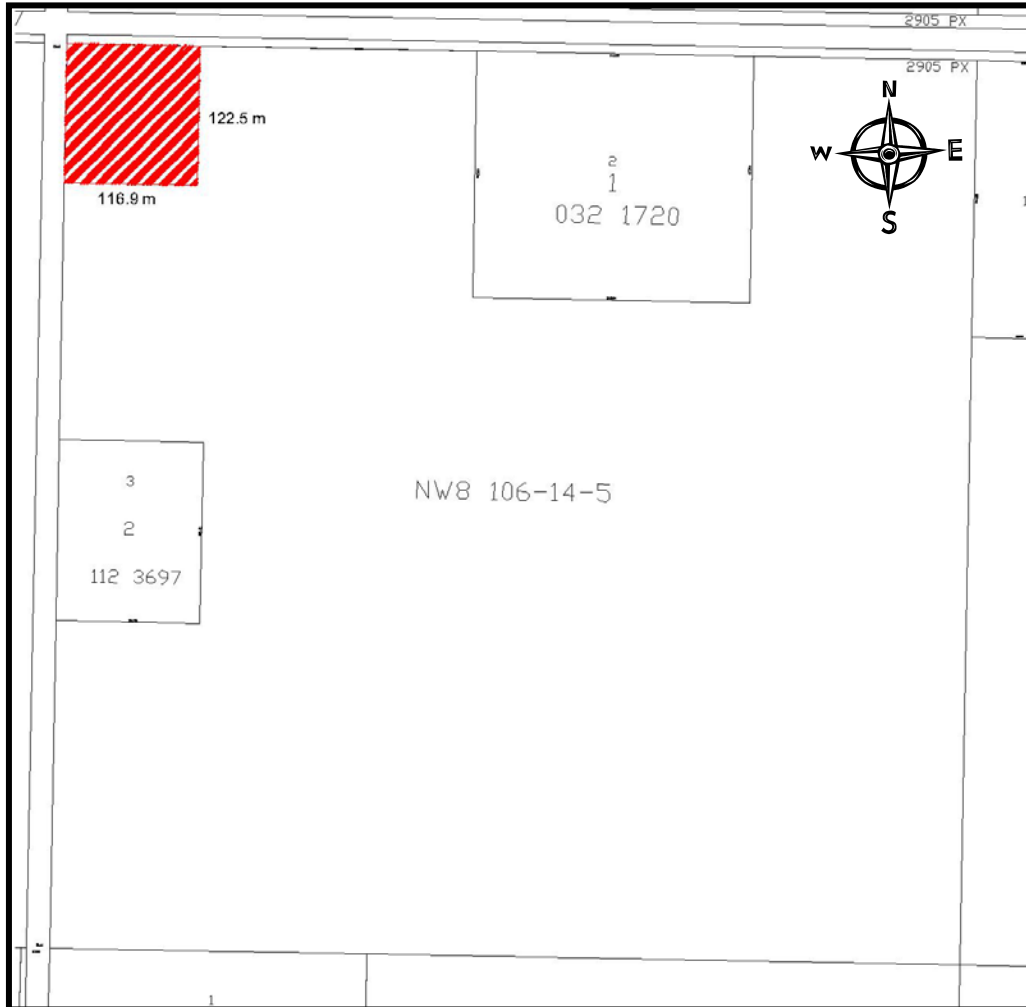
Lenard Racher
Chief Administrative Officer

BYLAW No. 1140-19

SCHEDULE "A"

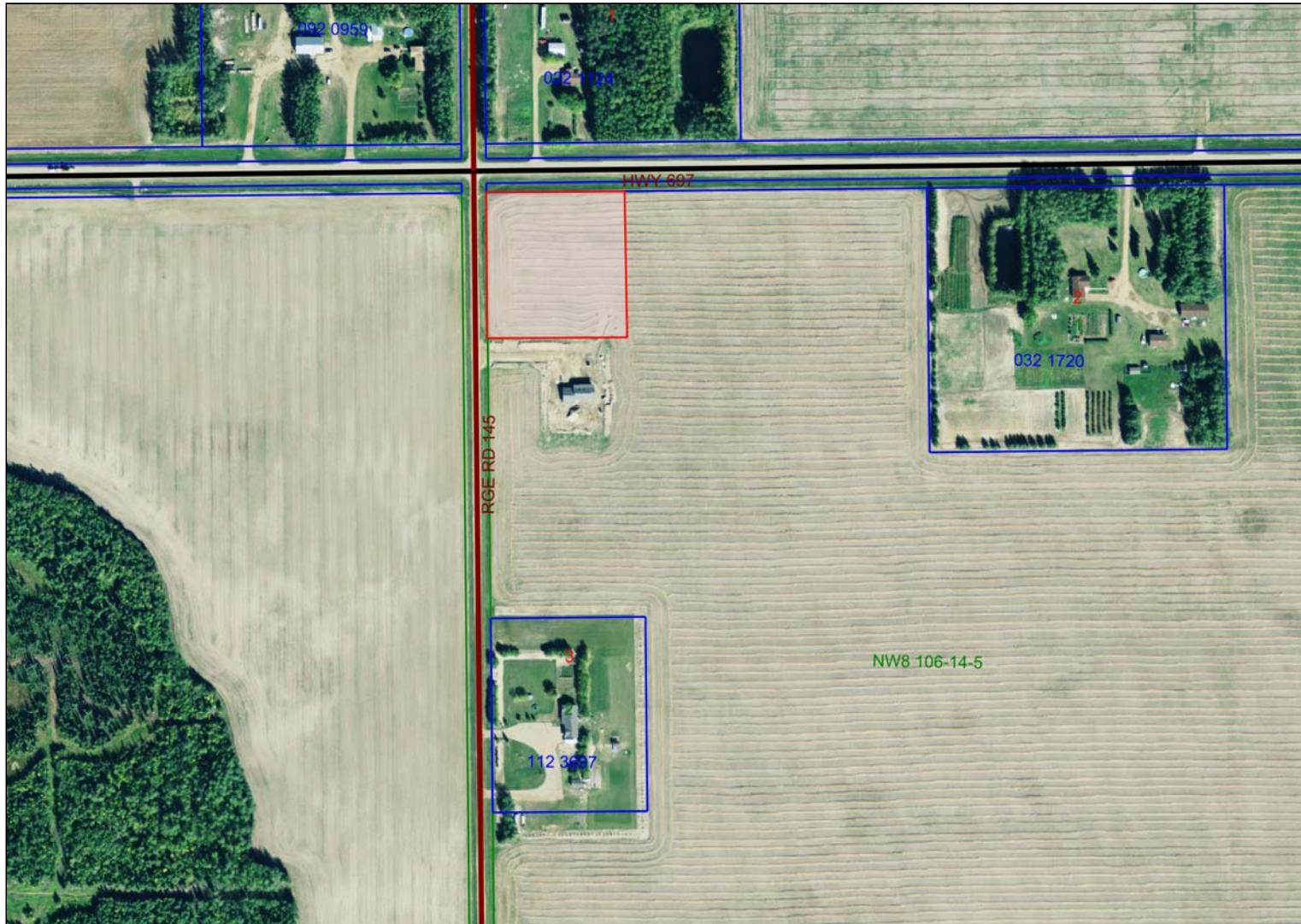
1. That the land use designation of the following property known as:

Part of NW 8-106-14-W5M within Mackenzie County, be rezoned from Agricultural "A" to Direct Control 2 "DC2".



FROM: Agricultural "A"

TO: Direct Control 2 "DC2"



Legend	
	Block Boundaries
	Title Lines
	Plan Boundaries
	Lot/Block/Plan Labels
	Lot Lines
	County Boundary
	Indian Reserves
	Railway
	Roads
	Alberta Roads
	Hydro Features
	Cadastre
	Section Label
	Crown/Leased Land
	Section Grid
	Industrial Accounts
	Abandoned Wells
	Active Wells



Mackenzie County



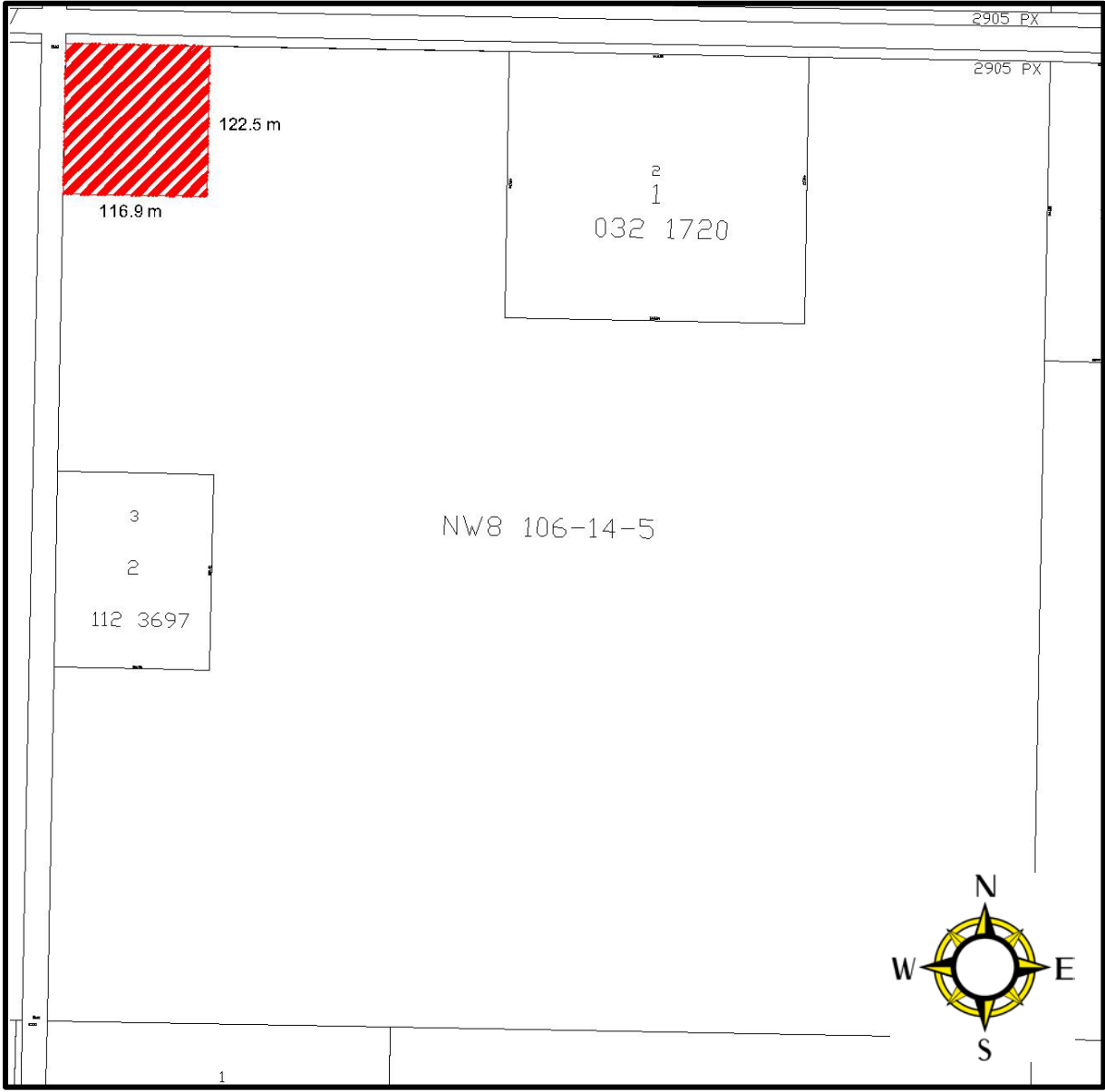
Scale 1: 5,000



100 yd
100 m

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BYLAW AMENDMENT APPLICATION



File No. Bylaw 1140-19

NOT TO SCALE

Disclaimer

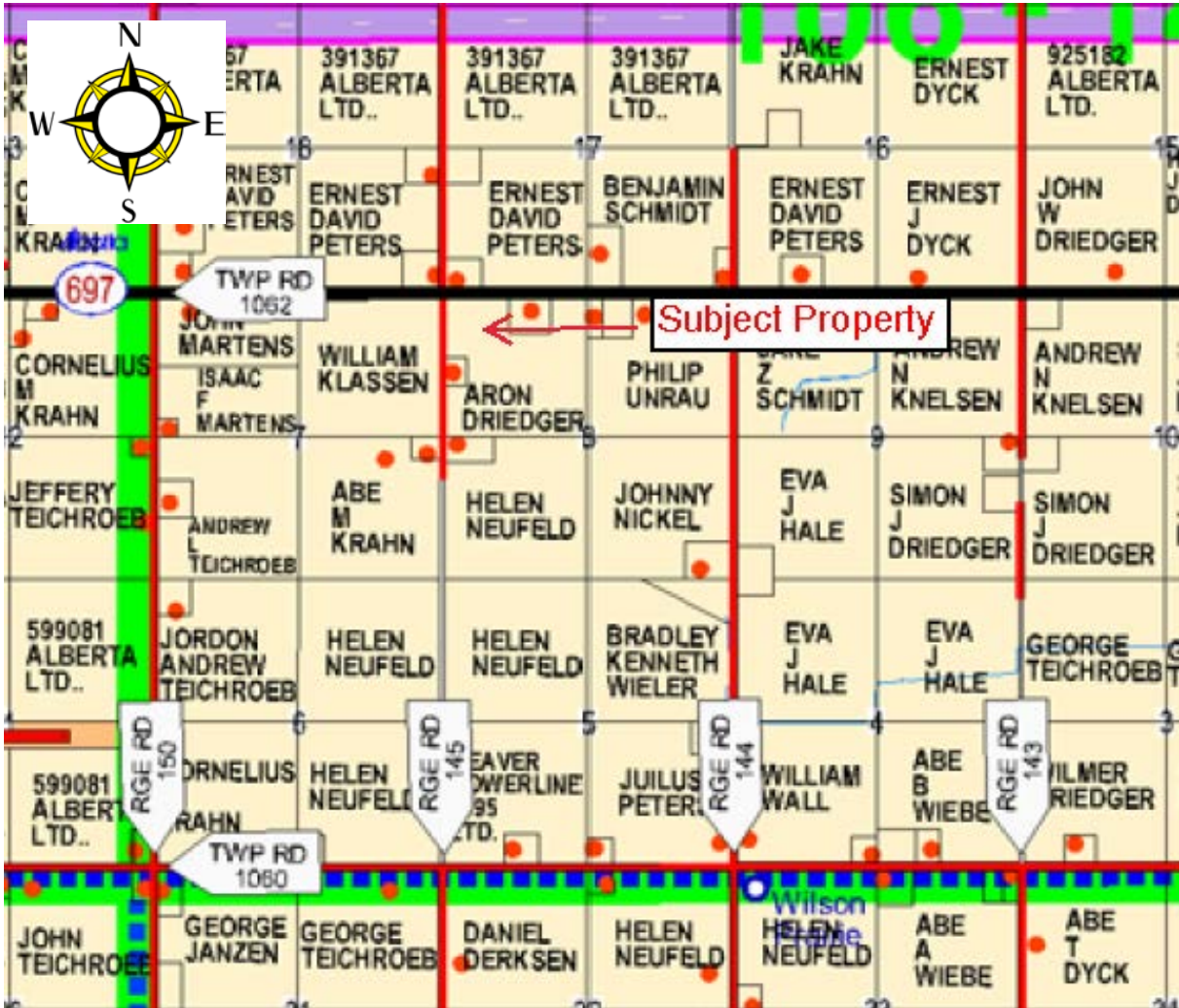
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Mackenzie County

BYLAW APPLICATION



File No. Bylaw 1140-19

NOT TO SCALE

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Mackenzie County

COSTS & SOURCE OF FUNDING:

No additional costs to the municipality.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

None required.

POLICY REFERENCES:

No policies effected.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Indigenous Liaison Committee Terms of Reference be amended as presented.

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

INDIGENOUS LIAISON COMMITTEE TERMS OF REFERENCE

Purpose:

Local Indigenous communities are our neighbours and actively participate in local economy. Local Indigenous communities have interests in communities' health, education and growth.

The Committee will develop strategies for establishing and maintaining respectful relationships with the local Indigenous communities, and timely consultation and engagement in activities and projects of potential mutual interest.

Committee Structure:

The membership of the Committee shall be comprised of the following:

- Whole Council
- Chief Administrative Officer or designate

Quorum:

~~Two members~~ Majority of Council shall be considered quorum. In order for the meeting to take place the Chief Administrative Officer or his/her designate must be present.

Term:

All members of the Committee will hold office for a four year period, with members being appointed at the Organizational Meeting in October to coincide with the general election.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible.

Authority:

Findings and recommendations of the Committee to be discussed and formally ratified at a regular council meeting.

Meeting Schedule:

The committee shall meet ~~as required~~ a minimum of twice a year in order to adequately address its Scope of Work in a timely manner.

General Responsibilities:

The Committee shall develop an Indigenous engagement process including the following:

- Seeking knowledge by engaging with Indigenous communities that may help in future decision-making;
- Jointly assessing the shared interests, concerns, expectations and responsibilities areas;
- Understanding the differences – while the County is established by the Province, recognition of Indigenous rights is enshrined in Canada’s constitution.
- Establish and implement a Communications Protocol.
- Relationship building (non-binding)

The Committee shall develop a protocol and identify matters in which local Indigenous communities can be engaged, such as but not limited to:

- Land use planning and development;
- Infrastructure planning;
- Recreation planning;
- Social services.

The Committee shall review and negotiate shared services agreements with Indigenous Communities as required.

Responsible for review of the following Bylaws/Documents:

- Shared Services Agreements with Indigenous Communities
- Internal Consultation Policy

Approved External Activities:

- ~~Not applicable.~~ Engagement opportunities with local Indigenous Communities with a follow-up report to Council.

	Date	Resolution Number
Approved		
Amended	2015-10-27	
Amended	2016-10-25	
Amended	2018-10-23	18-10-777
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Bill McKennan, Director of Finance
Title:	Bylaw 1141-19 2019 Tax Rate

BACKGROUND / PROPOSAL:

Pursuant to section 353 of the *Municipal Government Act*, each council must pass a Property Tax Bylaw annually. The bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used towards the payment of the expenditures and transfers set out in the budget and the requisitions.

The Tax Rate Bylaw must set out and show separately all of the tax rates that must be imposed to raise the revenue required. Other levies, collected through the municipal tax notices, include the Alberta School Foundation and the Boreal Housing Foundation.

At the Committee of the Whole meeting held on March 26, 2019 the County's Assessor, Compass Assessment Consultants Inc. provided an in depth presentation of the assessment information for the County. Some of the highlights were:

- Increase in assessment base of \$38,894,390 taxable. Included in this, is assessment base growth and assessment base inflation
- Growth is the total assessment from new property or improvements added or removed from the roll since that last year (subdivisions, or new development, and removals). Taxable growth is 1.6% overall this year.
- Inflation is the increase in total assessment from what existed last year and carried forward. This reflects market change, not inventory change. Inflation this year is 0.9% overall this year.
- Stability in year-over year assessment base. Inflation has levelled off this year from last year's assessment correction. Growth in the assessment has remained steady around 2% on average.

County Tax Burden

Council adopted the 2019 Operating Budget at its meeting held on April 8, 2019. Services levels were enhanced, significant infrastructure investments are being made

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

and a 5% reduction in the residential tax rate was approved. As noted at this prior meeting the typical household assessed at \$150,000 will see an approximate \$45.00 decrease in the annual taxes. Homeowners assessed at \$300,000 will see a reduction of approximately \$90.00 annually. The residential tax rate will be decreasing from 0.007283 in 2018 to 0.006919 in 2019 or reducing 5%. The Non-Residential rate will see an increase from 0.011903 to 0.012745 in 2019 or an increase of 7%.

Although there is an increase in the overall non-residential rate the County's rate will still remain very competitive compared to other municipalities. The vast majority of homeowners will see a reduction of a minimum of 5%. The increase in the farmland rates will see the average property paying \$15.00 more annually. The impact on any specific property will be highly dependent on the change in assessment it has experienced.

Alberta School Requisitions

In a normal year, the requisitions are established in the provincial budget and municipalities know the requisition amounts prior to setting the Tax Rate Bylaw. Given the timing on the provincial election, the 2019 requisitions have not been set or released. Municipal Affairs has advised to utilize the 2018 requisition amounts as an estimate. If the 2019 requisition amounts are released in adequate time to meet our notice and billing cycle, administration will report back to Council to set the rate. Else, the 2020 will reflect any over/under levy of the required requisition.

Boreal Housing Foundation

The 2019 requisition is \$608,794 compared to \$581,534 which is an increase \$27,260 or 4.7% from 2018. The impact per household would be modest (less than \$1.60 annually).

The detailed calculations are presented in the attached Bylaw 1141-19.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Funding will be collected via the tax billing process and relative of the approved 2019 operating and capital budget approvals.

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

All ratepayers will receive the impacts in the tax notices that must be provided well in advance of the tax due dates.

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1141-19 being the 2019 Tax Rate bylaw for Mackenzie County.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1141-19 being the 2019 Tax Rate bylaw for Mackenzie County.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1141-19 being the 2019 Tax Rate bylaw for Mackenzie County, at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1141-19 being the 2019 Tax Rate bylaw for Mackenzie County.

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

BYLAW NO. 1141-19
BEING A BYLAW OF
THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN MACKENZIE COUNTY
FOR THE 2019 TAXATION YEAR

WHEREAS, Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue, expenses and expenditures as required, at the Council meeting held on April 8, 2019; and

WHEREAS, the estimated municipal operating revenues from all sources other than property taxation total \$9,915,287; and

WHEREAS, the estimated municipal expenses (excluding non-cash items and requisitions) set out in the annual budget for the Mackenzie County for 2019 total \$35,589,054 (total expenses); and the balance of \$21,891,584 is to be raised by general municipal property taxation; and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$1,632,479; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$2,149,704; and

THEREFORE, the total amount to be raised by general municipal taxation is \$25,673,767; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund Requisition (including Opted Out School Board):

	Base	(Over)/Under Levy	Total
Residential and Farmland	\$2,170,6	\$5,734	\$2,176,368
Non-Residential	\$4,022,8	\$5,358	\$4,028,178
Total	\$6,193,4	\$11,092	\$6,204,547

Lodge Requisition:

	Base	(Over)/Under Levy	Total
Total Lodge Requisitions	\$608,794	\$1,509	\$610,303

Designated Industrial Property (DIP):

	Base	(Over)/Under Levy	Total
Total DIP Requisitions	\$96,760	(\$19)	\$96,741

WHEREAS, the Council of Mackenzie County is required each year to levy on the assessed value of all property tax rates sufficient to meet the estimated municipal expenses and the requisitions: and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act (MGA)*, Revised Statutes of Alberta, 2000; Chapter M-26, as amended, and

WHEREAS, the assessed value of all property in Mackenzie County as shown on the assessment roll is:

Taxable Assessment:

Residential	\$914,094,010
Farmland	\$46,219,120
Non-Residential	\$223,775,090
Machinery & Equipment	\$12,889,760
DIP	\$1,231,039,820
Total	\$2,428,017,800

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation of the assessed value of all property as shown on the assessment roll of Mackenzie County:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$6,324,616	\$914,094,010	0.006919
Farmland	\$432,565	\$46,219,120	0.009359
Non-Residential	\$18,541,616	\$1,454,814,910	0.012745
Machinery & Equipment	\$164,280	\$12,889,760	0.012745
	\$25,463,077	\$2,428,017,800	
Revenue estimated due to the established	\$210,690		
Total	\$25,673,767	\$2,428,017,800	

Notwithstanding the foregoing, the minimum tax for:

- Residential shall be **\$200** (two hundred dollars)
- Limited Access Seasonal Residential **\$50** (fifty dollars)
- Non-Residential shall be **\$400** (four hundred dollars)
- Farmland shall be **\$50** (fifty dollars)

Alberta School Foundation Fund (including Opted Out School Board):

	Tax Levy	Taxable Assessment	Tax Rate
Residential and Farmland	\$2,176,368	\$956,549,990	0.002275
Non-Residential	\$4,028,178	\$1,115,200,400	0.003612
Total ASFF	\$6,204,547	\$2,071,750,390	

	Tax Levy	Taxable Assessment	Tax Rate
--	-----------------	---------------------------	-----------------

Total Lodge Requisition	\$610,303	\$2,428,017,800	0.0002510
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Designated Industrial Property	\$96,741	\$1,231,039,820	0.000078600
Total DIP Requisitions	\$96,741	\$1,231,039,820	0.000078600

Grand Total	\$32,585,358
--------------------	---------------------

2. That this bylaw shall take effect on the date of the third and final reading.

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

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

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

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Bill McKennan, Director of Finance
Title:	2018 Audited Financial Statement (DRAFT)

BACKGROUND / PROPOSAL:

Council has appointed Wilde and Company as the County’s external auditors.

As per *Municipal Government Act* Section 281(1):

The auditor for the municipality must report to the Council on the annual financial statements and financial information return of the municipality.

The reports on the annual financial statements and financial information return, must be in accordance with Canadian generally accepted accounting principles for municipal governments as established in the Chartered Professional Accountant (CPA), Canada Public Sector Accounting Handbook, and any regulations established by the Minister of Municipal Affairs.

A copy of the draft statements are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

The necessary funds to undertake the audit are in the operating budget.

Author: B. McKennan **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The necessary reports will be provided to Municipal Affairs, in addition, the municipality must make available by May 1st the auditor's report in a manner Council considers appropriate.

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Audited Financial Statements and Financial Information Return be approved as presented.

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



Wilde and Company
Chartered Professional Accountants

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INDEPENDENT AUDITOR'S REPORT

To the Reeve and Council of Mackenzie County

Opinion

We have audited the financial statements of Mackenzie County (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2018, and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal controls as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

(continues)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

MACKENZIE COUNTY
Consolidated Statement of Financial Position
As at December 31, 2018

	2018	2017
	\$	\$
Financial Assets		
Cash and temporary investments (Note 4)	9,867,930	14,935,905
Receivables		
Taxes receivable (Note 5)	2,221,950	1,158,051
Due from governments	1,496,671	4,166,468
Trade and other receivables	1,480,076	945,322
Land held for resale	46,846	46,846
Investments (Note 6)	17,946,902	15,094,147
	33,060,375	36,346,739
Liabilities		
Accounts payable and accrued liabilities (Note 7)	5,495,627	5,547,325
Deposit liabilities	584,330	543,429
Deferred revenue (Note 8)	986,291	200,000
Long term debt (Note 9)	12,621,962	14,548,187
	19,688,210	20,838,941
Net financial assets	13,372,165	15,507,798
Non-financial assets		
Tangible capital assets (Schedule 2)	193,683,763	193,595,142
Inventory for consumption (Note 11)	3,246,260	1,819,799
Prepaid expenses	375,988	298,698
	197,306,011	195,713,639
Accumulated surplus (Schedule 1, Note 14)	210,678,176	211,221,437

MACKENZIE COUNTY
Consolidated Statement of Operations
As at December 31, 2018

	Budget \$ (Unaudited)	2018 \$	2017 \$
Revenue			
Net municipal taxes (Schedule 3)	24,555,603	24,618,668	23,682,474
User fees and sales of goods	4,713,200	5,055,907	4,718,685
Government transfers for operating (Schedule 4)	1,551,966	1,441,377	788,124
Investment income	500,000	605,475	450,340
Penalties and costs on taxes	1,300,000	1,237,381	1,089,854
Licenses, permits and fines	358,000	412,172	421,936
Rentals	125,500	216,338	127,969
Gain on disposal of capital assets	232,779	358,333	48,843
Other	294,000	418,426	269,312
Total revenue	33,631,048	34,364,077	31,597,537
Expenses			
Legislative	845,150	768,764	687,755
Administration	7,364,890	7,064,449	7,179,970
Protective services	1,730,550	1,559,406	1,473,534
Transportation	20,700,161	17,995,542	17,048,050
Environmental use and protection	5,478,699	5,653,074	4,916,958
Family and community support	814,850	806,072	792,049
Planning, development and agriculture	3,037,061	2,794,478	2,486,020
Recreation and culture	2,339,176	2,296,769	2,207,734
Total expenses	42,310,537	38,938,554	36,792,070
Excess (deficiency) of revenue over expenses - before government transfers	(8,679,489)	(4,574,477)	(5,194,533)
Other			
Government transfers for capital (Schedule 4)	4,581,739	4,031,216	9,402,909
Excess (deficiency) of revenue over expenses	(4,097,750)	(543,261)	4,208,376
Accumulated surplus - beginning of the year	211,221,437	211,221,437	207,013,061
Accumulated surplus - end of the year	207,123,687	210,678,176	211,221,437

MACKENZIE COUNTY
Consolidated Statement of Change in Net Financial Assets
As at December 31, 2018

	Budget \$ (Unaudited)	2018 \$	2017 \$
Excess (deficiency) of revenue over expenses	(4,097,750)	(543,261)	4,208,376
Acquisition of tangible capital assets	(10,909,836)	(10,231,182)	(14,209,256)
Proceeds on disposal of tangible capital assets	732,100	1,019,307	149,646
Amortization of tangible capital assets	8,969,350	9,481,587	9,385,215
Gain on sale of tangible capital assets	(232,779)	(358,333)	(48,843)
	(1,441,165)	(88,621)	(4,723,238)
Use (acquisition) of prepaid assets	-	(77,290)	83,338
Use (acquisition) of supplies inventories	-	(1,426,461)	239,593
	-	(1,503,751)	322,931
Increase (decrease) in net assets	(5,538,915)	(2,135,633)	(191,931)
Net financial assets, beginning of year	15,507,798	15,507,798	15,699,729
Net financial assets, end of year	9,968,883	13,372,165	15,507,798

MACKENZIE COUNTY
Consolidated Statement of Cash Flows
As at December 31, 2018

	2018	2017
	\$	\$
Operating		
Excess (deficiency) of revenue over expenses	(543,261)	4,208,376
Net changes in non-cash items included in excess of revenues over expenses		
Amortization of tangible capital assets	9,481,587	9,385,215
Gain on disposal of tangible capital assets	(358,333)	(48,843)
Net changes in non-cash charges to operation		
Decrease (increase) in taxes and grants in lieu receivable	(1,063,899)	431,521
Decrease (increase) in government receivables	2,669,797	(720,446)
Increase in trade and other receivables	(534,754)	(75,444)
Decrease (increase) in inventory for consumption	(1,426,461)	239,593
Decrease (increase) in prepaid expenses	(77,290)	83,338
Increase (decrease) in accounts payable and accrued liabilities	(51,698)	628,560
Increase in deposit liabilities	40,901	14,110
Increase (decrease) in deferred revenue	786,291	(1,326,832)
<i>Net cash provided by operating transactions</i>	8,922,880	12,819,148
Capital		
Acquisition of tangible capital assets	(10,231,182)	(14,209,256)
Proceeds on sale of tangible capital assets	1,019,307	149,646
<i>Net cash used in capital transactions</i>	(9,211,875)	(14,059,610)
Investing		
Decrease (increase) in restricted cash or cash equivalents	(786,291)	1,326,832
Increase in investments	(2,852,755)	(3,630,105)
<i>Net cash used in investing transactions</i>	(3,639,046)	(2,303,273)
Financing		
Long term debt issued	-	1,466,417
Long term debt repaid	(1,926,225)	(1,575,520)
<i>Net cash used in financing transactions</i>	(1,926,225)	(109,103)
Change in cash and cash equivalents during the year	(5,854,266)	(3,652,838)
Cash and cash equivalents, beginning of year	14,735,905	18,388,743
Cash and cash equivalents, end of year	8,881,639	14,735,905
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 4)	9,867,930	14,935,905
Less: restricted portion of cash and temporary investments (Note 8)	(986,291)	(200,000)
	8,881,639	14,735,905
Cash flows supplementary information		
Interest received	640,403	514,575
Interest paid	471,784	538,120

See accompanying notes

MACKENZIE COUNTY
Schedule of Changes in Accumulated Surplus
As at December 31, 2018

(Schedule 1)

	Unrestricted Surplus	Restricted Operating	Restricted Capital	Equity in Capital Assets	2018 \$	2017 \$
Balance, beginning of year	13,107,002	5,762,486	13,304,994	179,046,955	211,221,437	207,013,061
Excess of revenues over expenses	(543,261)	-	-	-	(543,261)	4,208,376
Unrestricted funds designated for future use	(13,518,610)	6,594,987	6,923,623	-	-	-
Restricted funds used for operations	2,437,605	(2,427,671)	(9,934)	-	-	-
Restricted funds used for tangible capital assets	-	(480,263)	(4,848,464)	5,328,727	-	-
Current year funds used for tangible capital assets	(4,902,455)	-	-	4,902,455	-	-
Disposal of tangible capital assets	660,974	-	-	(660,974)	-	-
Annual amortization expense	9,481,587	-	-	(9,481,587)	-	-
Long term debt repaid	(1,926,225)	-	-	1,926,225	-	-
Balance, end of year	4,796,617	9,449,539	15,370,219	181,061,801	210,678,176	211,221,437

MACKENZIE COUNTY
Schedule of Tangible Capital Assets
As at December 31, 2018

(Schedule 2)

	Land and Improvements	Buildings	Engineered Structures	Machinery Equipment	Vehicles	2018 \$	2017 \$
Cost							
Balance, beginning of year	10,722,473	20,321,130	354,950,488	16,930,657	5,281,322	408,206,070	394,392,332
Acquisition of tangible capital assets	23,534	26,500	1,058,574	2,647,100	83,256	3,838,964	3,845,135
Construction in progress	42,220	26,000	6,093,847	230,151	-	6,392,218	10,364,121
Disposal of tangible capital assets	-	(258,116)	-	(1,539,064)	(216,362)	(2,013,542)	(395,518)
Balance, end of year	10,788,227	20,115,514	362,102,909	18,268,844	5,148,216	416,423,710	408,206,070
Accumulated amortization							
Balance, beginning of year	1,819,639	4,877,619	199,877,794	5,934,877	2,100,999	214,610,928	205,520,428
Annual amortization	313,289	502,488	6,874,342	1,506,134	285,334	9,481,587	9,385,215
Accumulated amortization on disposals	-	(93,330)	-	(1,078,306)	(180,932)	(1,352,568)	(294,715)
Balance, end of year	2,132,928	5,286,777	206,752,136	6,362,705	2,205,401	222,739,947	214,610,928
2018 net book value of tangible capital assets	8,655,299	14,828,737	155,350,773	11,906,139	2,942,815	193,683,763	193,595,142
2017 net book value of tangible capital assets	8,902,834	15,443,511	155,072,694	10,995,780	3,180,323		193,595,142

MACKENZIE COUNTY
Schedule of Property and Other Taxes
As at December 31, 2018

(Schedule 3)

	Budget \$ (Unaudited)	2018 \$	2017 \$
Taxation			
Real property taxes	18,353,087	18,402,735	17,014,146
Linear property taxes	12,709,658	12,744,040	13,488,331
Government grants in place of property taxes	175,637	176,112	50,846
Special assessments and local improvement taxes	113,010	113,316	103,557
	31,351,392	31,436,203	30,656,880
Requisitions			
Alberta School Foundation Fund	6,171,876	6,193,622	6,512,618
Mackenzie Housing Management Board	581,534	581,534	461,788
Designated industrial property	42,379	42,379	-
	6,795,789	6,817,535	6,974,406
Net Municipal Taxes	24,555,603	24,618,668	23,682,474

MACKENZIE COUNTY
Schedule of Government Transfers
As at December 31, 2018

(Schedule 4)

	Budget \$ (Unaudited)	2018 \$	2017 \$
Transfers for Operating			
Provincial Government	1,551,966	1,441,377	788,124
	1,551,966	1,441,377	788,124
Transfers for Capital			
Federal Government	-	-	292,003
Provincial Government	4,581,739	4,031,216	9,110,906
	4,581,739	4,031,216	9,402,909
Total Government Transfers	6,133,705	5,472,593	10,191,033

MACKENZIE COUNTY
Schedule of Consolidated Expenses by Object
As at December 31, 2018

(Schedule 5)

	Budget \$ (Unaudited)	2018 \$	2017 \$
Consolidated Expenses by Object			
Salaries, wages and benefits	10,315,801	9,677,005	9,254,592
Contracted and general services	7,857,498	6,703,864	7,098,512
Materials, goods, supplies and utilities	10,344,238	7,915,808	6,168,312
Transfers to other governments (Note 13)	1,476,400	1,769,328	1,336,500
Transfers to local boards and agencies	2,203,750	2,172,174	2,063,040
Bank charges and short term interest	25,000	21,409	24,104
Interest on long term debt	472,500	471,784	510,030
Amortization of tangible capital assets	8,969,350	9,481,587	9,385,215
Property tax bad debt expense (Note 5)	646,000	725,595	951,765
	42,310,537	38,938,554	36,792,070

MACKENZIE COUNTY
Schedule of Segmented Disclosure
As at December 31, 2018

(Schedule 6)

	General Government	Protective Services	Transportation Services	Environmental Services	Planning & Development	Recreation & Culture	Other	Total \$
Revenue								
Net municipal taxes	24,359,572	-	226,452	32,644	-	-	-	24,618,668
Government transfers for operations	626,884	-	244,516	-	271,295	-	298,682	1,441,377
User fees and sales of goods	37,414	495,654	118,327	4,297,319	26,713	80,480	-	5,055,907
Investment income	605,475	-	-	-	-	-	-	605,475
Other revenues	1,778,046	49,073	324,323	17,611	444,706	28,891	-	2,642,650
	27,407,391	544,727	913,618	4,347,574	742,714	109,371	298,682	34,364,077
Expenses								
Salaries, wages and benefits	2,889,532	509,527	3,732,013	1,208,214	1,144,430	193,289	-	9,677,005
Contracted and general services	1,430,929	593,623	1,981,955	1,451,120	1,038,655	206,376	1,206	6,703,864
Materials, goods, supplies and utilities	610,385	271,306	5,710,044	821,803	434,682	67,588	-	7,915,808
Transfers to local boards and agencies	1,769,328	-	-	-	139,599	1,227,709	804,866	3,941,502
Interest on long term debt	25,219	-	375,384	59,014	-	12,167	-	471,784
Property tax bad debt expense (Note 5)	725,595	-	-	-	-	-	-	725,595
Other expenses	21,409	-	-	-	-	-	-	21,409
	7,472,397	1,374,456	11,799,396	3,540,151	2,757,366	1,707,129	806,072	29,456,967
Net revenue (expenditure) before amortization	19,934,994	(829,729)	(10,885,778)	807,423	(2,014,652)	(1,597,758)	(507,390)	4,907,110
Amortization of tangible capital assets	360,816	184,950	6,196,146	2,112,923	37,112	589,640	-	9,481,587
Net revenue (expenditure) before government transfers	19,574,178	(1,014,679)	(17,081,924)	(1,305,500)	(2,051,764)	(2,187,398)	(507,390)	(4,574,477)
Government transfers for capital	-	55,194	3,396,624	506,085	-	73,313	-	4,031,216
2018 net revenue (expenditure)	19,574,178	(959,485)	(13,685,300)	(799,415)	(2,051,764)	(2,114,085)	(507,390)	(543,261)
2017 net revenue (expenditure)	17,466,653	(917,273)	(13,472,536)	837,754	2,309,732	(1,522,588)	(493,366)	4,208,376

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

1. Summary of significant accounting policies

Basis of presentation

The consolidated financial statements of the Municipality are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Municipality, therefore, accountable to Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(continues)

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

1. Summary of significant accounting policies (*continued*)

Use of estimates

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Significant estimates include:

- Amortization of tangible capital assets
- Estimated useful life of tangible capital assets
- Allowance for doubtful accounts

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in treasury bills and investments maturing within 90 days and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(continues)

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

1. Summary of significant accounting policies (*continued*)

Inventories for resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

Gravel pit reclamation

Estimated environmental provisions, comprising pollution control, rehabilitation and pit closure, are based on the County's environmental policy taking into account current technological, environmental and regulatory requirements. The provision for rehabilitation is recognized as and when the environmental liability arises. To the extent that the obligations relate to the construction of an asset, they are capitalized as part of the cost of those assets. The effect of subsequent changes to assumptions in estimating an obligation for which the provision was recognized as part of the cost of the asset is adjusted against the asset. Any subsequent changes to an obligation which did not relate to the initial construction of a related asset are charged to the income statement.

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(*continues*)

Draft for discussion purposes

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

1. Summary of significant accounting policies (*continued*)

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

a) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land improvements	15-45
Buildings	25-50
Engineered structures	
Water system	45-75
Wastewater system	45-75
Other engineered structures	10-50
Machinery and equipment	5-15
Vehicles	10-25

b) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

c) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

d) Inventories

Inventories consist of parts and supplies held for consumption, and gravel. Inventories of parts and supplies are carried at the lower of cost and replacement cost, with cost determined by the average cost method. Gravel pit reserves are recorded at cost and allocated to gravel supplies on a unit of production basis.

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

2. Adoption of recent accounting pronouncements

The following accounting standards have been issued by the Chartered Professional Accountants of Canada (CPAC). These Sections are effective for fiscal periods beginning on or after April 1, 2017 and have been applied retrospectively.

Section PS 2200 - Related Party Disclosures

This new Section defines a related party and establishes disclosures required for related party transactions.

Section PS 3210 - Assets

This new Section provides guidance for applying the definition of assets set out in Financial Statement Concepts, Section PS 1000, and establishes general disclosure standards for assets.

Section PS 3320 - Contingent Assets

This new Section defines and establishes disclosure standards on contingent assets.

Section PS 3380 - Contractual Rights

This new Section defines and establishes disclosure standards on contractual rights.

Section PS 3420 - Inter-entity Transactions

This new Section establishes standards on how to account for and report transactions between public sector entities that comprise a government's reporting entity from both a provider and recipient perspective.

Draft for discussion purposes

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

3. Recent accounting pronouncements published but not yet adopted

The following accounting standards have been issued by the Chartered Professional Accountants of Canada (CPAC) but are not yet effective. The Municipality is currently evaluating the effect of adopting these standards on their financial statements.

Section PS 3430 - Restructuring Transactions

This new Section defines a restructuring transaction and establishes standards for recognizing and measuring assets and liabilities transferred in a restructuring transaction. This Section applies to restructuring transactions occurring in fiscal years beginning on or after April 1, 2018. Earlier adoption is permitted.

Section PS 3450 - Financial Instruments

The new Section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. In conjunction with this new Section, Section PS1201, Section PS 2601 and Section 3041 have been amended as a consequence of the introduction of new financial instruments standards. These amendments were required to present the associated gains and losses with financial instruments recognized under the new Section. The new Section and the related amendments are effective for fiscal periods beginning on or after April 1, 2021.

Section PS 3280 - Asset Retirement Obligations

This new Section establishes standards on how to account for and report a liability for asset retirement obligations. This Section applies to fiscal years beginning on or after April 1, 2021. Earlier adoption is permitted. As a consequence of the issuance of Section PS3280, Solid Waste Landfill Closure and Post-Closure Liability, Section PS3270, has been withdrawn. Section PS3270 will remain in effect until the adoption of Section PS3280.

Section 3400 - Revenue

This new Section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. This Section applies to fiscal years beginning on or after April 1, 2022.

4. Cash and temporary investments

	2018	2017
Cash	\$ 2,692,996	\$ 2,963,839
Temporary investments	7,174,934	11,972,066
	\$ 9,867,930	\$ 14,935,905

Temporary investments are short term deposits with original maturities of three months or less.

Included in cash and temporary investments is a restricted amount of \$986,291 (2017 - \$200,000) comprised of deferred revenue not expended (Note 8).

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

5. Taxes receivable

	2018	2017
Taxes receivable - current	\$ 1,908,161	\$ 1,612,334
Taxes receivable - arrears	960,968	4,000,193
	2,869,129	5,612,527
Less: allowance for doubtful accounts	(647,179)	(4,454,476)
	\$ 2,221,950	\$ 1,158,051

Allowance for doubtful accounts is determined by management through identification of specific accounts.

Property tax bad debt expense is included in the administration expense category on the consolidated statement of operations. In 2018, this amount is \$725,595 (2017 - \$951,765).

6. Investments

	2018	2017
Short term deposits	\$ 10,767,880	\$ 5,290,000
Long term deposits	5,007,310	7,178,557
Government and government guaranteed bonds	2,171,712	2,625,590
	\$ 17,946,902	\$ 15,094,147

Short term deposits have effective interest rates of 2.00% to 2.65% (2017 - 1.80%) with maturity dates in 2019. Market value of the short term notes and deposits is \$10,845,130 (2017 - \$5,317,392).

Long term deposits have effective interest rates of 2.11% to 3.27% (2017 - 1.71% to 3.35%) with maturity dates from June 2020 to February 2028. Market value of the long term investments is \$5,005,808 (2017 - \$5,088,371).

Government and government guaranteed bonds have effective interest rates of 2.45% to 4.00% (2017 - 2.45% to 4.10%) with maturity dates from June 2021 to June 2027. Market value of the bonds is \$2,171,712 (2017 - \$2,598,646).

Council has designated funds of \$15,370,219 (2017 - \$13,304,994) included in the above amounts for capital projects, vehicle and equipment replacement and infrastructure upgrades.

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

7. Accounts payables and accrued liabilities

	2018	2017
Government payroll remittance payable	\$ -	\$ 22,105
Trade payables and accruals	2,106,021	2,357,047
Holdback payables	1,062,235	832,926
Gravel pit reclamation liability	1,788,579	1,791,428
Employee payable (wages and accrued overtime)	507,372	512,399
Long term debt interest payable	31,420	31,420
	\$ 5,495,627	\$ 5,547,325

8. Deferred revenue

	2018	2017
Municipal Sustainability Initiative (MSI) capital	\$ 816,438	\$ -
Alberta Community Partnership (ACP) - Intermunicipal Collaboration	108,035	200,000
Natural Disaster Mitigation Program	27,064	-
Strategic Transportation Infrastructure Program (STIP)	19,976	-
Municipal Internship Program	14,778	-
	\$ 986,291	\$ 200,000

The use of these funds are restricted to eligible projects as approved under the agreements. Unexpended funds are supported by cash and temporary investments (Note 4).

Draft for discussion purposes

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

9. Long-term debt

	2018	2017
Tax supported debentures	\$ 12,621,962	\$ 14,548,187

Principal and interest repayments are as follows:

2019	\$ 1,632,478	\$ 411,034	\$ 2,043,512
2020	1,215,985	363,984	1,579,969
2021	1,032,971	327,457	1,360,428
2022	805,962	299,019	1,104,981
2023	623,467	275,250	898,717
Thereafter	7,311,099	1,402,762	8,713,861
	\$ 12,621,962	\$ 3,079,506	\$ 15,701,468

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at rates ranging from 1.47% to 4.50% per annum and matures in periods 2019 through 2033. The average annual interest rate is 3.36% for 2018 (3.35% for 2017).

Debenture debt is issued on the credit and security of the Municipality at large.

Interest on long-term debt amounted to \$471,784 (2017 - \$510,030).

The Municipality's total cash payments for interest in 2018 were \$471,784 (2017 - \$538,120).

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MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

10. Debt limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Municipality be disclosed as follows:

	2018	2017
Total debt limit	\$ 51,546,116	\$ 47,396,306
Total debt	(12,621,962)	(14,548,187)
Amount of debt limit unused	\$ 38,924,154	\$ 32,848,119
Debt servicing limit	\$ 8,591,019	\$ 7,899,384
Debt servicing	(2,043,512)	(2,398,008)
Amount of debt servicing limit unused	\$ 6,547,507	\$ 5,501,376

The debt limit is calculated at 1.5 times revenue of the Municipality (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Municipality. Rather, the financial statements must be interpreted as a whole.

11. Inventory for consumption

	2018	2017
Parts and supplies	\$ 859,158	\$ 1,048,803
Gravel	2,387,102	770,996
	\$ 3,246,260	\$ 1,819,799

12. Equity in tangible capital assets

	2018	2017
Tangible capital assets (Schedule 2)	\$416,423,710	\$408,206,070
Accumulated amortization (Schedule 2)	222,739,947)	214,610,928)
Long-term debt (Note 9)	(12,621,962)	(14,548,187)
	\$181,061,801	\$179,046,955

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

13. Transfers to other governments

	2018	2017
Town of High Level	\$ 972,928	\$ 540,100
Town of Rainbow Lake	796,400	796,400
	\$ 1,769,328	\$ 1,336,500

These payments are related to service sharing agreements held with the Town of High Level and the Town of Rainbow Lake.

14. Accumulated surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2018	2017
Equity in tangible capital assets (Note 12)	\$181,061,801	\$179,046,955
Operating reserves (Schedule 1)	9,449,539	5,762,486
Capital reserves (Schedule 1)	15,370,219	13,304,994
Unrestricted surplus (Schedule 1)	4,796,617	13,107,002
	\$210,678,176	\$211,221,437

Draft for discussion purposes

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

15. Salary and benefits disclosure

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

			2018	2017
	Salary	Benefits & allowances (1) (2)	Total	Total
Josh Knelsen - current Reeve	\$ 52,187	\$ 219	\$ 52,406	\$ 49,619
Peter Braun - former Reeve	59,913	5,186	65,099	53,673
Lisa Wardley	61,761	4,246	66,007	59,330
Walter Sarapuk	30,339	2,120	32,459	26,647
Jacque Bateman	39,700	219	39,919	34,319
Eric Jorgensen	38,900	219	39,119	41,069
Cameron Cardinal	44,150	4,376	48,526	9,705
David Driedger	36,900	4,373	41,273	8,505
Anthony Peters	30,850	2,121	32,971	8,705
Ernest Peters	39,950	4,118	44,068	7,805
John W. Driedger	-	-	-	32,239
Ray Toews	-	-	-	18,339
Elmer Derksen	-	-	-	16,339
Designated officer (1)	2,932	606	3,538	-
Chief Administrative Officer	237,279	32,268	269,547	245,160
	\$ 674,861	\$ 60,071	\$ 734,932	\$ 611,454

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans.

Draft for Discussion Purpose

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

16. Local Authorities Pension Plan

Employees of the Municipality participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Municipality is required to make current service contributions to the LAPP of 11.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount.

Total current service contributions by the Municipality to the LAPP in 2018 were \$650,292 (2017 - \$656,501). Total current service contributions by the employees of the Municipality to the Local Authorities Pension Plan in 2018 were \$594,866 (2017 - \$628,627).

At December 31, 2017, the LAPP disclosed an actuarial surplus of \$4.8 billion.

17. Segmented disclosure

The Municipality provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

18. Financial instruments

The Municipality's financial instruments consist of cash and temporary investments, accounts receivable, accounts payable and accrued liabilities, deposit liabilities, and long term debt. It is management's opinion that the Municipality is not exposed to significant interest or currency risk arising from these financial instruments.

The Municipality is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Municipality provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

19. Comparative figures

Some of the comparative figures have been reclassified to conform to the current year's presentation.

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2018

20. Approval of financial statements

Council and Management have approved these financial statements.

Draft for discussion purposes



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Bill McKennan, Director of Finance
Title:	Financial Reports – January 1, 2019 to April 16, 2019

BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports quarterly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – April 16, 2019)
- A report of funds invested in term deposits and other securities (January – March 2019)
- Project progress reports including expenditures to budget for the year-to-date (January – March 20, 2019)

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports be received for information.

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

Mackenzie County
Summary of All Units

Mackenzie County Statement of Operations by Object - January 1-April 16, 2019

	2017 Actual	2018	2019	2019	\$ Variance
	Total	Budget	Budget	Actuals	(Remaining)
OPERATING REVENUES					
100-Municipal Taxes	\$23,443,283	\$24,555,603	\$25,673,767	\$0	\$25,673,767
101- Lodge Requisition	\$455,825	\$581,534	\$608,794	\$0	\$608,794
101- School Requisition	\$6,521,520	\$6,172,537	\$6,193,455	\$0	\$6,193,455
Designated Industrial Properties	\$0	\$42,379	\$96,741	\$0	\$96,741
124-Frontage	\$103,557	\$103,250	\$99,450	\$0	\$99,450
261-Ice Bridge	\$130,000	\$140,000	\$140,000	\$120,000	\$20,000
420-Sales of goods and services	\$577,825	\$498,400	\$490,916	\$200,727	\$290,189
421-Sale of water - metered	\$3,075,611	\$3,122,750	\$3,076,120	\$790,769	\$2,285,351
422-Sale of water - bulk	\$998,789	\$952,050	\$980,682	\$209,468	\$771,214
424-Sale of land	\$8,000	\$0	\$10,000	\$0	\$10,000
510-Penalties on taxes	\$1,030,335	\$1,300,000	\$700,000	\$322,534	\$377,466
511-Penalties of AR and utilities	\$59,519	\$65,750	\$29,000	\$13,617	\$15,383
520-Licenses and permits	\$46,704	\$39,000	\$41,000	\$29,598	\$11,402
521-Offsite levy	\$21,851	\$0	\$20,000	\$0	\$20,000
522-Municipal reserve revenue	\$70,980	\$60,000	\$60,000	\$14,400	\$45,600
526-Safety code permits	\$241,453	\$225,000	\$225,000	\$27,986	\$197,014
525-Subdivision fees	\$30,350	\$35,000	\$35,000	\$25,075	\$9,925
530-Fines	\$22,685	\$50,000	\$30,000	\$1,995	\$28,005
531-Safety code fees	\$9,764	\$9,000	\$9,000	\$1,123	\$7,877
550-Interest revenue	\$450,340	\$500,000	\$500,000	\$88,025	\$411,975
560-Rental and lease revenue	\$127,969	\$125,500	\$136,455	\$26,000	\$110,455
570-Insurance proceeds	\$3,234	\$0	\$0	\$0	\$0
592-Well drilling revenue	\$0	\$0	\$25,000	\$0	\$25,000
597-Other revenue	\$124,614	\$91,500	\$56,000	\$6,359	\$49,641
598-Community aggregate levy	\$118,216	\$80,000	\$50,000	\$0	\$50,000
930-Sale of non-TCA equipment	\$16,146	\$0	\$0	\$4,000	(\$4,000)
790-Tradeshaw Revenues	\$23,248	\$30,000	\$0	\$10	(\$10)
830-Federal grants	\$ -	\$ -	\$ -	\$ -	\$0
840-Provincial grants	\$788,122	\$1,475,450	\$1,130,552	\$162,077	\$968,475
930-Contribution From Operating Reserves	\$0	\$2,827,983	\$2,041,112	\$0	\$2,041,112
940-Contribution From Capital Reserves	\$0	\$263,000	\$30,000	\$0	\$30,000
TOTAL REVENUE	\$38,499,941	\$43,345,686	\$42,488,044	\$2,043,763	\$40,444,281
Excluding Requisitions	\$31,522,596	\$36,549,236	\$35,589,054	\$2,043,763	

**Mackenzie County
Summary of All Units**

	2017 Actual	2018	2019	2019	\$ Variance
	Total	Budget	Budget	Actuals	(Remaining)
OPERATING EXPENSES					
110-Wages and salaries	\$7,108,121	\$7,449,750	\$7,564,332	\$1,799,409	\$5,764,923
132-Benefits	\$1,377,797	\$1,530,550	\$1,574,472	\$420,785	\$1,153,687
136-WCB contributions	\$78,085	\$115,500	\$120,191		\$120,191
142-Recruiting	\$19,227	\$15,000	\$15,000	\$933	\$14,067
150-Isolation cost	\$92,184	\$100,900	\$100,800	\$26,954	\$73,846
151-Honoraria	\$579,179	\$684,200	\$705,300	\$174,417	\$530,883
211-Travel and subsistence	\$343,183	\$419,900	\$512,586	\$85,577	\$427,009
212-Promotional expense	\$71,341	\$84,000	\$50,500	\$1,879	\$48,621
214-Memberships & conference fees	\$130,382	\$157,550	\$165,345	\$32,083	\$133,262
215-Freight	\$93,365	\$116,000	\$138,450	\$16,411	\$122,039
216-Postage	\$53,504	\$46,550	\$56,050	\$14,954	\$41,096
217-Telephone	\$123,156	\$144,010	\$139,970	\$31,811	\$108,159
221-Advertising	\$72,961	\$72,850	\$79,500	\$55,852	\$23,648
223-Subscriptions and publications	\$7,630	\$11,650	\$11,150	\$3,181	\$7,969
231-Audit fee	\$75,600	\$90,000	\$90,000	\$63,600	\$26,400
232-Legal fee	\$109,152	\$85,000	\$85,000	\$2,841	\$82,159
233-Engineering consulting	\$56,742	\$169,000	\$213,000	\$16,993	\$196,007
235-Professional fee	\$1,582,817	\$1,655,900	\$505,040	\$180,213	\$324,827
236-Enhanced policing fee	\$150,067	\$312,600	\$320,600	\$40,000	\$280,600
239-Training and education	\$84,345	\$151,200	\$119,254	\$17,665	\$101,589
242-Computer programming	\$89,701	\$122,100	\$207,500	\$70,417	\$137,083
243-Waste Management	\$0	\$0	\$589,200	\$91,506	\$497,694
251-Repair & maintenance - bridges	\$75,406	\$42,000	\$44,500	\$0	\$44,500
252-Repair & maintenance - buildings	\$153,643	\$206,250	\$139,315	\$26,983	\$112,332
253-Repair & maintenance - equipment	\$344,519	\$363,200	\$416,985	\$86,130	\$330,855
255-Repair & maintenance - vehicles	\$119,764	\$129,800	\$104,500	\$7,772	\$96,728
258-Contracted Services	\$110,488	\$150,850	\$656,736	\$57,659	\$599,077
259-Repair & maintenance - structural	\$1,643,522	\$1,888,050	\$1,586,350	\$82,351	\$1,503,999
260-Roadside Mowing & Spraying	\$0	\$0	\$407,800	\$0	\$407,800
261-Ice bridge construction	\$131,094	\$130,000	\$120,000	\$89,111	\$30,889
262-Rental - building and land	\$28,746	\$65,800	\$66,200	\$17,100	\$49,100
263-Rental - vehicle and equipment	\$73,965	\$89,350	\$145,234	\$49,643	\$95,591
266-Communications	\$103,920	\$119,100	\$151,605	\$66,843	\$84,762
271-Licenses and permits	\$9,850	\$12,900	\$25,875	\$4,563	\$21,312
272-Damage claims	\$3,560	\$5,000	\$5,000	\$0	\$5,000
274-Insurance	\$398,646	\$322,800	\$397,800	\$308,586	\$89,214
342-Assessor fees	\$286,581	\$260,000	\$280,000	\$1,643	\$278,357
290-Election cost	\$12,372	\$5,000	\$3,000	\$0	\$3,000

**Mackenzie County
Summary of All Units**

	2017 Actual	2018	2019	2019	\$ Variance
	Total	Budget	Budget	Actuals	(Remaining)
OPERATING EXPENSES con't					
511-Goods and supplies	\$1,107,408	\$881,700	\$919,209	\$156,497	\$762,712
515-Lab Testing Water/Sewer	\$0	\$0	\$45,250	\$7,831	\$37,419
521-Fuel and oil	\$817,731	\$815,050	\$1,009,274	\$169,799	\$839,475
531-Chemicals and salt	\$321,301	\$341,800	\$407,800	\$84,416	\$323,384
532-Dust control	\$545,077	\$1,065,000	\$802,000	\$0	\$802,000
533-Grader blades	\$214,340	\$144,000	\$152,000	\$3,047	\$148,953
534-Gravel (apply; supply and apply)	\$1,611,653	\$3,961,000	\$2,135,000	\$11,227	\$2,123,773
535-Gravel reclamation cost	\$0	\$0	\$0	\$0	\$0
543-Natural gas	\$88,256	\$92,750	\$122,175	\$46,793	\$75,382
544-Electrical power	\$668,089	\$672,350	\$706,545	\$175,244	\$531,301
550-Carbon Tax	\$73,658	\$112,500	\$122,000	\$29,434	\$92,566
710-Grants to local governments	\$1,336,499	\$1,721,400	\$2,330,249	\$0	\$2,330,249
735-Grants to other organizations	\$2,063,041	\$2,222,819	\$2,406,054	\$1,069,257	\$1,336,797
747 - School Requisition	\$6,512,618	\$6,193,622	\$608,794	\$0	\$608,794
750 - Lodge Requisition	\$461,788	\$581,534	\$6,193,455	\$1,546,755	\$4,646,700
Designated Industrial Properties	\$0	\$42,379	\$96,741	\$0	\$96,741
810-Interest and service charges	\$24,104	\$25,000	\$23,000	\$4,785	\$18,215
831-Interest - long term debt	\$510,030	\$472,500	\$623,034	\$17,952	\$605,082
832-Principle - Long term debt	\$1,691,602	\$1,926,300	\$1,632,479	\$224,987	\$1,407,492
763-Contributed to Operating Reserve	\$13,350	\$148,400	\$499,977		\$499,977
764-Contributed to Capital Reserve	\$171,250	\$1,267,781	\$1,649,727		\$1,649,727
Bad Debt/Tax Cancellations/Write Offs	\$49,552	\$646,000	\$250,000	\$1,868	\$248,132
Non-TCA projects	\$1,316,224	\$2,708,576	\$1,804,141	\$296,946	\$1,507,195
TOTAL	\$35,392,185	\$43,366,771	\$42,453,044	\$7,792,703	\$34,660,341
Excluding Requisitions	\$28,417,779	\$36,549,236	\$35,554,054		

Investment Report at the period ending March 31, 2019

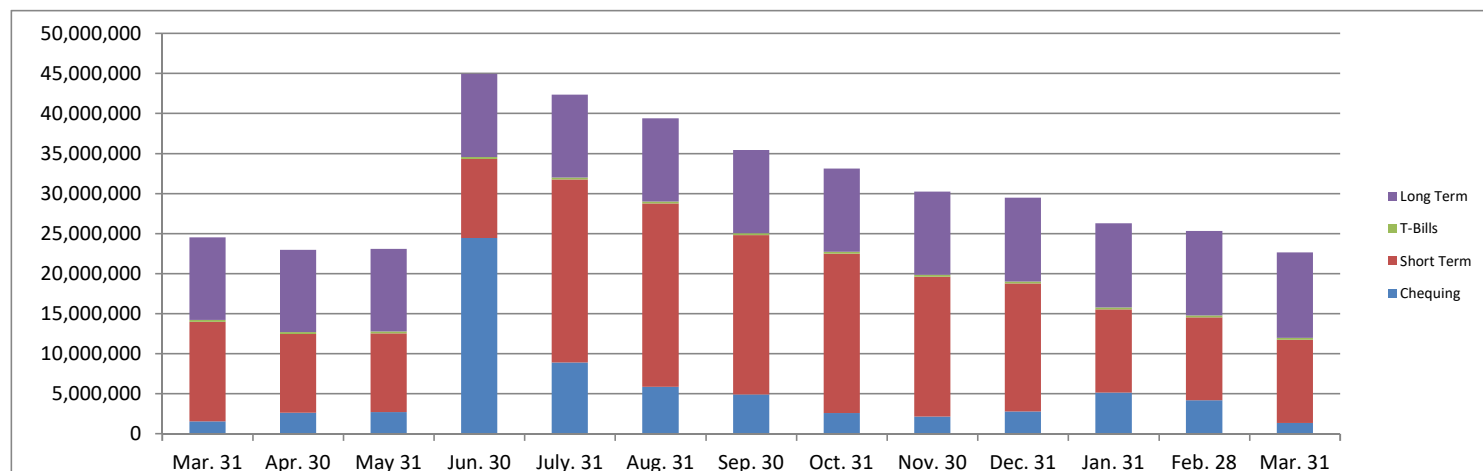
Reconciled Bank Balance on March 31, 2019	
Reconciled Bank Balance	\$ 1,001,454.45
Investment Values on March 31, 2019	
Short term investments (EM0-0377-A)	\$ 4,058,524.35
Short term T-Bill (1044265-26)	\$ 251,497.76
Long term investments (EM0-0374-A)	\$ 8,565,911.22
Short term notice on amount 31 days	\$ 6,278,219.19
Short term notice on amount 60 days	\$ 15,605.79
Short term notice on amount 90 days	\$ 25,107.49
Vision Credit Union - 2 year	\$ 2,074,680.00
Total Investments	\$ 21,269,545.80
Total Bank Balance and Investments	\$ 22,271,000.25

These balances include 'market value changes'.

Revenues

	<i>Total YTD</i>	<i>Short Term YTD</i>	<i>Long Term YTD</i>
Interest received from investments	\$ 135,557.58	\$ 91,693.23	\$ 43,864.35
Interest accrued from investments but not received.	\$ 97,723.18	\$ 32,427.40	\$ 65,295.78
	\$ 233,280.76	\$ 124,120.63	\$ 109,160.13
Interest received, chequing account	\$ 18,948.24	\$ 18,948.24	
Total interest revenues before investment manager fees	\$ 252,229.00	\$ 143,068.87	\$ 109,160.13
Deduct: investment manager fees for investments	\$ (7,028.67)	\$ (1,338.10)	\$ (5,690.57)
Total interest revenues after investment manager fees	\$ 245,200.33	\$ 141,730.77	\$ 103,469.56

Balances in the Various Accounts - Last 13 Months



MACKENZIE COUNTY

Non-TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS as of March 20, 2019	2019 REMAINING BUDGET	% of project completion	Anticipated Completion Date	Director Notes
(12) - Administration Department								
Wolf bounty (CF 2016)	100,000	15,817	\$95,783	11,600	\$4,217			
Caribou/industry Protection Strategy (CF 2016)	405,356	50,000	\$355,356	-	\$50,000		Unknown	Ongoing
Cumulative Effects Assessment Study (CF 2017)	270,000	178,306	91,694.17	-	\$178,306		Unknown	NWSAR Project currently underway
FV - Asset Management (2018)	45,000	45,000	-	-	\$45,000			
FRIAA Firesmart Program(Hutch Lake & Zama)	301,520	301,520	148,720	148,720	\$152,800			
Total department 12	820,356	590,643	691,553	160,320	430,323			
(23) - Fire Department								
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000	0%	September 2019	
LC - Fire Dept Training Props	20,000	20,000	-	-	20,000	0%	August 2019	
Total department 23	50,000	50,000	-	-	50,000			
(32) - Public Works								
ZA - Aspen Drive Ditch Repair (CF 2016)	60,000	54,600	5,400	-	54,600			
LC & FV - Road Disposition - Survey Work (CF 2014)	50,000	40,679	9,321	-	40,679			
Assumption Hill Improvement (ditching) (CF 2014)	20,000	17,290	2,710	-	17,290			
Zama Road Frost Heaves	300,000	300,000	-	-	300,000			
Total department 32	430,000	412,569	17,431	-	412,569			
(33) - Airport								
Airport Master Plan (CF 2016)	75,000	66,496	8,504	-	66,496			
FV Airport Development (CF 2016)	16,382	9,169	7,213	-	9,169	80	Fall 2019	Awaiting final revisions to be implemented
Airport Operations/Safety Manuals	30,000	30,000	-	-	30,000			
Total department 33	121,382	105,666	15,716	-	105,666			
(41) - Water								
LC -La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910	2	Dec/19	Working on project scope
Water Diversion License Review	35,000	18,342	18,114	1,457	16,886	50	Dec/19	Moving forward as per Council motions
Total department 41	235,000	209,252	27,204	1,457	207,796			
(42) - Sewer								
LC - Future Utility Servicing Plan (2018)	85,000	23,771	61,229	-	23,771	75	Aug/19	Consultant nearing completion of draft report
Total department 42	85,000	23,771	61,229	-	23,771			

MACKENZIE COUNTY

Non-TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS as of March 20, 2019	2019 REMAINING BUDGET	% of project completion	Anticipated Completion Date	Director Notes
(61) - Planning & Development Department								
Infrastructure Master Plans (CF 2016)	240,800	12,559	228,241	-	12,559	75	Fall 2019	Staff revising document to take to Council
Natural Disaster Mitigation Program (CF 2017)	105,000	42,064	75,261	12,325	29,739	100	03-2019	Final document approved, financials to be submitted to the province
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	150,000	143,266	6,734	-	143,266	48	Spring 2020	All items are in progress.
Economic Development Investment Attraction Marketing Packages	114,000	114,000	-	-	114,000	5	Spring 2020	Progressing with the signing of contracts and establishing the scope of work
<i>Total department 61</i>	609,800	311,889	310,236	12,325	299,564			
(63) - Agricultural Services Department								
Dell Tough Book and software (2018)	20,500	8,075	12,425	-	8,075			
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000			
<i>Total department 63</i>	50,500	38,075	12,425	-	38,075			
(71) - Recreation								
ZA - Hall Electrical Upgrades (CF 2015/2016)	31,887	3,482	28,405	-	3,482			
LC - 2 Sets of Mini Nets & Portable Boards (2018)	8,500	8,500	-	-	8,500	100%		Completed in February 2019
LC - Operational Over Spends	13,895	13,895	-	-	13,895			
<i>Total department 71</i>	54,282	25,877	28,405	-	25,877			
(72) - Parks								
LC Walking Trail	6,000	6,000	-	-	6,000	0%		Currently working on permit
La Crete Walking Trail LOC	2,400	2,400	-	-	2,400	10%	August 2019	Currently working on FNC.
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000	0%	August 2019	
<i>Total department 72</i>	11,400	11,400	-	-	11,400			
TOTAL 2019 Non-Capital Projects	2,467,720	1,779,143	1,164,199	174,102	1,605,041			

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS as of March 20, 2019	2019 REMAINING BUDGET	% of project completed	Anticipated Completion Date	Director Notes
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(12) - Administration Department

ZC - Admin Building Tree Planting (CF 2017)	15,000	10,489	4,511	-	10,489			
Land Purchase (South of High Level) (CF 2015)	13,000	12,895	105	-	12,895			
FV Office HVAC Photocopy Room/Meeting Room 1/Council Chambers (2018)	30,000	30,000	10,614	10,614	19,386	100%		Complete
Information Technology Budget	45,000	45,000	-	-	45,000	-	November, 2019	PC's/Laptops and Microsoft licenses purchased throughout the year
FV Office Rear Gate	8,500	8,500	-	-	8,500	0%	July 2019	To be completed this summer
Total department 12	111,500	106,884	15,230	10,614	96,270			

(23) - Fire Department

FV - Training Facility (CF 2017)	20,000	11,350	8,650	-	11,350	60%	May 2019	Need accounting for matching funds from fire department
LC - Deck Gun (Tompkins) (2018)	15,000	15,000	-	-	15,000	10%	September 2019	Expect Delivery in Fall 2019
LC - Pison Intake Valve and Booster Reel (Tompkins) (2018)	18,500	18,500	-	-	18,500	10%	September 2019	Expect Delivery in Fall 2019
LC - Fire Truck (2018)	500,000	450,006	49,994	-	450,006	10%	September 2019	Expect Delivery in Fall 2019
Total department 23	553,500	494,856	58,644	-	494,856			

(32) - Transportation Department

FV - Rebuild Eagles Nest Road (2 miles) (2018)	800,000	785,985	14,015	-	785,985	-	Sept.	
LC - Chipseal North & South Access (2018)	275,000	275,000	-	-	275,000	-		Will go to Tender
LC - Rebuild Airport Road (2 miles) (2018)	800,000	776,011	23,989	-	776,011	20	Aug.	Awarded in 2018
LC - Rebuild Blue Hills Road (2 miles) (2018)	800,000	774,252	25,957	208	774,044	20	Aug.	Awarded in 2018
LC - Rebuild Range Road 180 N (2 miles) (2018)								
LC - Engineering & Design for 113 Street and 109 Ave (CF 2015)	100,000	40,687	59,313	-	40,687			
LC - Overlay River Road (2018)	880,000	843,125	36,875	-	843,125	-	Sept.	
Gravel Reserve (CF 2014)	150,000	92,357	57,643	-	92,357		Sept.	
LC - Teachers Loop Asphalt & Sidewalk (CF 2017)	416,428	404,903	11,526	-	404,903	-	July	Awarded in 2017
LC - Bridges to New Lands - Township Rd1020 (CF 2017)	1,000,000	585,612	414,388	-	585,612	-		
11 mile Culvert Replacement	150,000	150,000	-	-	150,000	-	Sept.	
88 Connector Overlay	3,530,670	3,530,670	-	-	3,530,670	5		Public notice advertised
AWD Graders x 3	1,684,668	1,684,668	-	-	1,684,668	10	Aug.	Order placed
FV - Loader	350,000	350,000	-	-	350,000	75	April	Payment pending
FV - Rebuild Lambert Point Road (1 1/4 miles)	385,000	385,000	-	-	385,000	-	Sept.	
LC - Overhead Shop Crane	100,000	100,000	-	-	100,000	5	Dec.	Quotation Phase
LC - Sidewalk Sweeper	160,000	160,000	-	-	160,000	-	Dec.	
LC - Truck Replacement	45,000	45,000	-	-	45,000	5	Apr. 15	Ordered
LC- 98 Ave Micro Surfacing (1200 meters)	220,000	220,000	-	-	220,000	-	Sept.	Will go to Tender
Overlays	350,000	350,000	-	-	350,000	-	July	
Rebuild Blumenort Road East	440,000	440,000	-	-	440,000	-	Sept.	
Rebuild Machesis Lake Road	440,000	440,000	-	-	440,000	-	Sept.	

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS as of March 20, 2019	2019 REMAINING BUDGET	% of project completed	Anticipated Completion Date	Director Notes
Rebuild Range Rd 175 (2 miles)	650,000	650,000	-	-	650,000	-	Sept.	
Oil Rocky Lane Road (5.5 km) - School to Store Road	215,250	215,250	-	-	215,250	-	July	
ZA - Truck Replacement	45,000	45,000	-	-	45,000	5	Apr.15	Ordered
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000	75,000	-	-	75,000	-		
FV - Rebuild Butter town Road (See Note 2)	300,000	300,000	-	-	300,000	-		
FV - 49 Ave-54 St Asphalt	51,000	51,000	-	-	51,000	-	Aug.	
FV - 49 Street Asphalt	81,500	81,500	-	-	81,500	-	Aug.	
Total department 32	14,062,016	13,418,519	643,705	208	13,418,311			

(33) - Airport

FV - Parking Lot Drainage Improvements (CF 2017)	20,000	20,000	-	-	20,000	-	Sept.	
Total department 33	20,000	20,000	-	-	20,000			

(41) - Water Treatment & Distribution Department

LC - Well Number 4 (CF 2016)	1,072,500	900,095	173,182	777	899,318	20	2,020	Awaiting grant funding approval
ZA - Water Treatment Plant Upgrading (CF 2017)	933,569	784,047	149,522	-	784,047	5	Dec/19	Updating project scope
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	98,238	182,462	-	98,238	70	Dec/19	Repairing final remaining services summer of 2019
LC - Waterline Bluehills (CF 2015)	833,250	691,042	142,528	320	690,722	5	Dec/20	EOI sent for ICIP grant
LC - Rural Potable Water Infrastructure (CF 2015)	6,322,882	101,024	6,318,108	96,250	4,774	99	Dec/22	Final deficiency completion
FV - Rural Water Supply North of the Peace River (2018)	420,000	179,763	240,557	320	179,443	5	Dec/20	EOI sent for ICIP grant, working to partner w/ neighbours
Total department 41	9,862,901	2,754,207	7,206,361	97,667	2,656,540			

(42) - Sewer Disposal Department

ZA - Lift Station Upgrade (CF 2013-2017)	1,964,606	1,691,609	272,997	-	1,691,609	5	NA	Project postponed due to high bids
LC - Sanitary Sewer Expansion (CF 2016)	148,000	10,289	137,711	-	10,289	75	Aug/19	Consultant almost complete with draft design report
Total department 42	2,112,606	1,701,899	410,707	-	1,701,899			

(43) - Waste

Build Up Berm - Blumenort WTS (CF 2017)	9,000	9,000	-	-	9,000	0%	July 2019	
Waste Bin Replacement Program	20,000	20,000	-	-	20,000	0%	August 2019	
Total department 43	29,000	29,000	-	-	29,000			

(61) - Planning & Development

FV - Streetscape (CF 2017)	75,394	54,416	20,978	-	54,416		Ongoing	Committee would like to apply for a CFEP grant to build the large lookout deck
LC - Streetscape (CF 2017)	68,227	9,368	58,860	-	9,368		Ongoing	Committee would like to purchase 40 more trees to plant downtown
Total department 61	143,621	63,783	79,838	-	63,783			

(63) - Agriculture

HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	77,808	1,103,192	-	77,808		November, 2019	These funds will used to repair erosion damage on channel
LC - Buffalo Head/Steep Hill Water Management (Phase I) (CF	7,458,569	122,484	7,336,085	-	122,484		September, 2019	There is some runoff damage to repair
Ag Fieldman Truck	45,000	45,000	-	-	45,000		May, 2019	The truck has been ordered.
Total department 63	8,684,569	245,293	8,439,276	-	245,293			

MACKENZIE COUNTY

TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS as of March 20, 2019	2019 REMAINING BUDGET	% of project completed	Anticipated Completion Date	Director Notes
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(71) - Recreation

FV - Rodeo Grounds (CF 2016)	30,000	17,933	12,067	-	17,933	0%	2019	
FV - Skate Shack (CF 2015)	30,000	30,000	-	-	30,000	0%	2019	
LC - Dressing Room Expansion including Gym/Weight Room (CF 2017)	482,500	1,653	480,847	-	1,653	100%		
ZA - Water Repair in Furnace Room (CF 2017)	10,000	8,338	1,662	-	8,338			
ZA - Re-shingling Hall (CF 2017)	35,000	35,000	-	-	35,000			
FV - Facility Door Upgrades (2018)	30,000	1,525	28,475	-	1,525	100%		
LC - Renovate Old Dressing Rooms (2018)	30,000	30,000	-	-	30,000	100%		Included in Dressing Rom Expansion Project
FV - Arena Header Replacement	80,000	80,000	-	-	80,000	0%	2019	
FV - Volleyball Court Equipment	9,000	9,000	-	-	9,000	0%	2019	
FV - Facility Downspout Replacement/Landings	8,000	8,000	-	-	8,000	0%	2019	
LC - Rebuild One Compressor	22,000	22,000	-	-	22,000	0%	2019	
LC - Olympia Conditioner Maintenance	8,000	8,000	-	-	8,000	0%	2019	
LC - Upgrade VFD Electrical Panel	4,000	4,000	-	-	4,000	0%	2019	
LC - Blumenort Skate Shack	100,000	100,000	-	-	100,000	0%	2019	
LC - Two Portable Washrooms	3,000	3,000	-	-	3,000	0%	2019	
LC - One Window for the Board Room	5,000	5,000	-	-	5,000	0%	2019	
ZA - Paint Exterior of Hall	30,000	30,000	-	-	30,000			
Total department 71	916,500	393,449	523,051	-	393,449			

(72) - Parks & Playgrounds Department

Hutch Lake Campground Improvements (CF 2017)	112,000	68,933	43,067	-	68,933		2020	To complete Phase 1 of the 10 year plan
LC - Slide & Swings Big Back Yard (CF 2017)	32,866	2,987	29,879	-	2,987	50%	July 2019	Equipment is in storage
FV - Processor / Splitter (2018)	33,200	33,200	-	-	33,200	20%	May 2019	Has been ordered but not received
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch	30,000	30,000	-	-	30,000	5%	2020	Draft plan is almost complete
Vanguard Subdivision Playground Equipment	30,000	30,000	-	-	30,000	0%	2020	Grass to be seeded in 2019
DA Thomas Stairs	20,000	20,000	-	-	20,000	0%	July 2019	Working on quotes
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	13,000	-	-	13,000	50%	August 2019	Pilings complete. Applying for permit for compound.
Total department 72	271,066	198,120	72,946	-	198,120			

TOTAL 2019 Capital Projects	36,767,279	19,426,010	17,449,758	108,489	19,317,521
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Contigent on Grant Funding

FV - Rebuild Rocky Lane Road (2018)	1,000,000	1,000,000	-	-	1,000,000
ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000
	8,085,000	8,085,000	-	-	8,085,000

Administration to seek grant funding for below projects prior to proceeding

Note 1 - LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive Note 1

Note 2 - FV - Rebuild Butter town Road



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Foothills Developments Ltd. – Municipal Reserve Owing (NE 4-106-15-W5M)

BACKGROUND / PROPOSAL:

Administration has been in discussions with Foothills Developments Ltd. in regards to outstanding Municipal Reserve (MR) on their quarter section within the hamlet of La Crete. This issue has been ongoing since their first phase of subdivision development dating back to 2013.

The developer purchased the undeveloped land with a deferred reserve caveat on title which required payment for approximately 13 acres owing from the previous developer’s phases. Considering that the previous landowner didn’t pay the MR owed, the current landowner/developer became responsible for the outstanding payment of MR.

Previous administration created a spreadsheet which quoted only 4 acres of MR to be owed for all future development. This spreadsheet was incorrect, as it was later determined that the developer would be required to pay for 6-7 acres of deferred MR. The developer felt he was only responsible for 2 acres of MR.

In order to facilitate development and to be fair to the developer in meeting his MR requirements, administration met with the developer and agreed that 4 acres would be sufficient for the rest of his development and that he shouldn’t be held responsible for such a large amount of MR owed. Administration also took into account that Jubilee Park is a large park but was not taken as MR from the quarter but purchased from the La Crete Agricultural Society.

Now, the developer is interested in continuing into their next phase of development. Administration will not accept an additional subdivision phase until the three (3) outstanding phases are completed which includes payment of MR. The following are the outstanding items:

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

14-SUB-13 – Phase 5

1. Outstanding Municipal Reserve for this phase as per Development Agreement is 0.86 acres to be paid in either land or cash in lieu.

19-SUB-14 – Phase 6

1. Outstanding Municipal Reserve for this phase as per Development Agreement is 0.744 acres to be paid in either land or cash in lieu.

16-SUB-15 – Phase 7A

1. Developers Agreement to be signed.
2. Outstanding Municipal Reserve for this phase is 0.532 acres to be paid in either land or cash in lieu (taken from the future 4 acres owing).

The developer has already signed the development agreements for Phases 5 & 6 and administration believe that the amount deferred should not be included in the future 4 acres owed.

1.604 acres of MR has been deferred from Phases 5 & 6 and 0.532 acres from Phase 7A has not been deferred or paid but will be taken from the future 4 acres.

The developer feels that the agreed upon future 4 acres should include his previous development phases and that 2 of the acres should be paid by another developer that owns a separate 20 acre piece of the quarter section.

Therefore, the developer and administration are currently in a stalemate as administration believe that they have been more than accommodating to the developer.

Municipal Reserve is calculated at 10% of developed land; the current developer has developed 21.36 acres and has approximately 40 acres left to develop.

This item was taken to the April 11, 2019 Municipal Planning Commission meeting for recommendation on how to proceed and the following motion was made:

MPC-19-04-052 **MOVED** by *Jacquie Bateman*

That the Municipal Planning Commission recommend to Council that in order for Foothills Developments Ltd. to proceed with development that the developer pay for the 1.604 acres in Municipal Reserve owing in cash for Phases 5 & 6 and that the 0.532 acres owing for Phase 7A be taken from the agreed upon 4 acres owing for all future development.

CARRIED

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

OPTIONS & BENEFITS:

The County has already given the developer a break on the amount of MR owed for all his land and the deferred acres.

The County has only collected 0.659 acres in Municipal Reserve for the previous residential development on the quarter.

Administration would like for the outstanding phases to be completed and the Municipal Reserve owing to be dealt with before proceeding with another phase of development.

COSTS & SOURCE OF FUNDING:

No cost to Council at this time. If the developer does not pay his share, the County is out 1.604 acres of Municipal Reserve.

The County uses the market value of \$15,000 per acre for all urban development and MR is 10% of land therefore the cost to the developer would be:

\$15,000 x 1.604 = **\$24,060 or 1.604 acres of land** to be paid.

4 acres would still be owing at \$15,000 x 4ac = **\$60,000** or land in lieu.

SUSTAINABILITY PLAN:

Strategy C2.2 Undertake a financial and operational review of County recreational facilities and equipment to:

- Ensure adequacy of capital, operating funding and reserves,
- Identify opportunities for increased usage, increased revenues and decreased costs,
- Ensure optimal use of funds,
- Identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

COMMUNICATION / PUBLIC PARTICIPATION:

None.

POLICY REFERENCES:

DEV005 – Municipal Reserve Policy

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

RECOMMENDED ACTION:

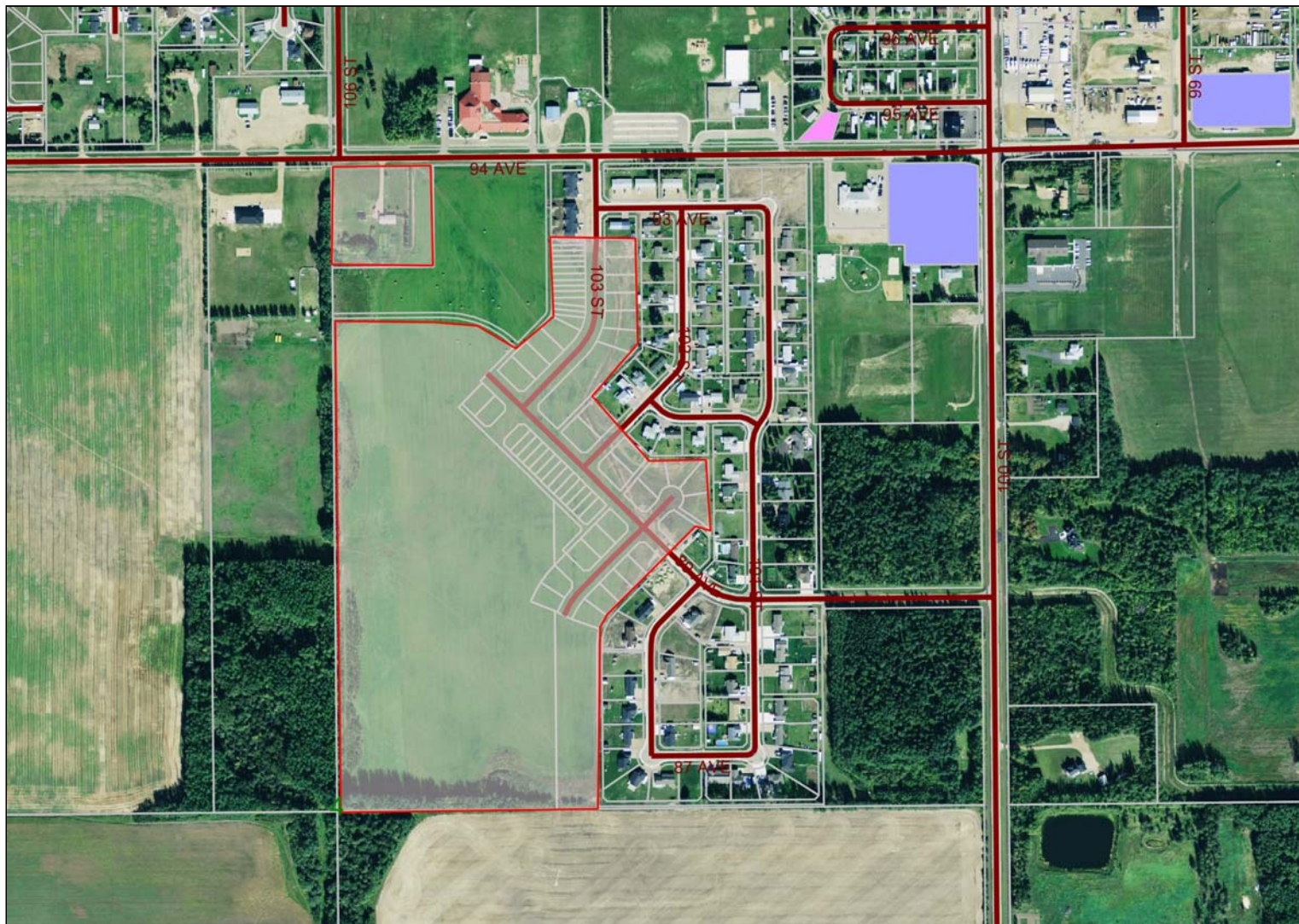
Simple Majority

Requires 2/3

Requires Unanimous


For discussion.

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




Legend


- Block Boundaries
- Development
- Permits by Category
- Title Lines
- Plan Boundaries
- Lot/Block/Plan Labels
- Lot Lines
- County Boundary
- Indian Reserves
- Railway
- Roads
- Alberta Roads
- Hydro Features
- Cadastre
- Section Label
- Crown/Leased Land
- Section Grid
- Industrial Accounts
- Abandoned Wells
- Active Wells



Mackenzie County



Scale 1: 7,500



100 yd
100 m

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Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

June 19, 2018

1743280 Alberta Ltd.
Box 1510
La Crete, AB T0H 2H0
Attn: Ernie Kroeker, Developer

Dear Mr. Kroeker

RE: Deferred Municipal Reserve

This letter is a follow up to the meeting held on May 9, 2018 with myself and Byron Peters, Deputy CAO.

The agreed upon Municipal Reserve (MR) owed for the remainder of the quarter (NE 4-106-15-W5M and Plan 012 4176, Block 4, Lot A) is four (4) acres.

The Municipal Reserve will be taken throughout future phase development until paid in full. The MR will be accepted as either land or cash in lieu.

The existing deferred reserve caveat will be discharged from title and updated to reflect this new amount.

Yours Truly,

Len Racher, Chief Administration Officer

cc: Byron Peters, Deputy CAO



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

June 27, 2018

1743280 Alberta Ltd.
Box 1510
La Crete, AB T0H 2H0
Attn: Ernie Kroeker, Developer

Dear Mr. Kroeker

RE: Outstanding Items for Phases 5/6/7A

Now that the Municipal Reserve issue has been resolved, we can focus on finalizing your previous subdivisions.

The following items must be addressed:

14-SUB-13 – Phase 5

1. Outstanding Municipal Reserve for this phase as per Developers Agreement is 0.86 acres to be paid in either land or cash in lieu.
2. Final Acceptance Certificate (FAC) has not been issued for Underground Utilities and Roads. Outstanding deficiencies must be corrected before the FAC will be signed.

19-SUB-14 – Phase 6

1. Outstanding Municipal Reserve for this phase is 0.744 acres to be paid in either land or cash in lieu.
2. Final Acceptance Certificate (FAC) has not been issued for Underground Utilities and Roads. Outstanding deficiencies must be corrected before the FAC will be signed.

16-SUB-15 – Phase 7A

1. Developers Agreement to be signed.
2. Outstanding Municipal Reserve for this phase is 0.532 acres to be paid in either land or cash in lieu (taken from the 4 acres owing).
3. Outstanding Off-site Levy Fees totaling \$30,655.91 must be paid for this phase.

1743280 Alberta Ltd.

Page 2

June 27, 2018

4. The County must be provided with the total construction cost of this phase in order to calculate and collect 25% security as either a money order, certified cheque, or letter of irrevocable credit before registration.
5. Taxes to be paid in full.
6. Construction Completion Certificate to be issued for Roads.
7. Consent to register to be signed.

Please contact Kristin Darling, Planner to assist you with completing your phases at 780-928-3983.

Yours Truly,



Byron Peters, Deputy CAO

Mackenzie County

TITLE	Municipal Reserve Policy	Policy No:	DEV005
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LEGISLATION REFERENCE	Municipal Government Act – Division 8
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PURPOSE

Establish clarity on the dedication of Municipal Reserve lands.

POLICY STATEMENT

Mackenzie County receives various requests for subdivisions, both within the hamlets and in the rural areas. As per the Municipal Government Act (MGA), the County may receive municipal reserve (MR), in the form of land or money, or a combination there of, for the provision of future services. This policy will ensure consistency and clarity on how municipal reserve is collected and managed.

DEFINITIONS

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

Quarter Section - means 160 acres (64.75 Ha), more or less, as described in Sections 18 to 28 of the Alberta Surveys Act, RSA 2000.

GENERAL PROVISIONS

This policy is intended to be used in conjunction with the requirements of the Municipal Government Act (MGA), the Subdivision and Development Regulations and applicable County Bylaws (including the Land Use Bylaw). Where a conflict exists between this policy and the aforementioned provincial requirements and/or County Bylaws, the provincial requirements and County Bylaws will apply.

This policy addresses how the County will collect Municipal Reserve from urban and rural subdivisions, and how Municipal Reserve will be managed and the considerations required for the disposal of Municipal Reserve land.

The MGA states that reserve dedication is based on the original quarter section, with a land size of 160 acres more or less, as described within the Surveys Act of Alberta.

The MGA states that the maximum amount of land to be designated as municipal or school reserve cannot exceed 10% of the original parcel area, less any lands designated for environmental reserve.

For all municipal reserve, environmental reserve or school reserve designations, the County shall consider the viability of the project and the developer's economic case. The deciding factor for amount of designation, location of designation, or money in lieu of land shall always be made in the interest of bettering the community at large.

As per the MGA, there are several situations where an applicant is exempt from providing municipal reserve for a subdivision:

- Where only one lot is to be created from a quarter section of land;
- Where land is to be subdivided into parcels of 16.0 Ha (39.5 acres) or more and is to be used only for agricultural purposes;
- The land to be subdivided is 0.8 Ha (2.0 acres) in size or less; and
- Where reserves have already been provided for the subject parcel.

RURAL SUBDIVISIONS

For all subdivisions that require an MR dedication, the County's preference for type of dedication received shall be:

- Commercial/Industrial subdivisions – Land dedication only as required to provide adequate buffer strips between potentially conflicting land uses, to protect environmentally sensitive areas, or to provide linear trail and drainage areas. The remainder of the dedication shall be as cash in lieu of land.
- Single lot residential subdivisions (excluding the first subdivision from a quarter section) – cash in lieu of land
- Multi-lot residential subdivisions – a combination of land and cash in lieu of land. Land dedication shall be sufficient to allow for a future park and/or municipal service, linear trail or drainage areas, as buffer strips between potentially conflicting land uses, and to protect environmentally sensitive areas.
- Environmentally sensitive areas shall be dedicated as either municipal reserve or environmental reserve, whichever is deemed more beneficial to the County.

For parcels of land that are less than a quarter section, but where the remainder of the quarter section remains crown land, municipal reserve calculations shall be performed according to the entire quarter section.

For the purpose of this bylaw, all river lots shall be overlaid with the ATS grid, and municipal reserve calculations shall be calculated based on the theoretical quarter section.

URBAN SUBDIVISIONS

For all urban subdivisions, municipal reserve dedication shall be:

- Commercial/Industrial subdivisions – Land dedication only as required to provide adequate buffer strips between potentially conflicting land uses, to protect environmentally sensitive areas, or to provide linear trail and drainage areas. The remainder of the dedication shall be as cash in lieu of land.
- Residential subdivisions – land, or a combination of land and cash in lieu of land. Land dedication shall be sufficient to allow for a future park and/or municipal service, linear trail or drainage areas, as buffer strips between potentially conflicting land uses, and to protect environmentally sensitive areas.
- Environmentally sensitive areas shall be dedicated as either municipal reserve or environmental reserve, whichever is deemed more beneficial to the County, when considering the long term impact and growth of the surrounding community.

VALUE DETERMINATION

Where cash is required in lieu of land, Municipal Reserve value shall be determined based on the market value for proposed use and the existing servicing of the land in question. Proposed improvements shall not be considered when determining the land value for the purpose of calculating the Municipal Reserve levy.

The MGA states that the applicant shall provide the market value appraisal, and that it must be provided within 35 days of applying for the subdivision approval.

The County will get their assessor to determine the Municipal Reserve levy, and the County will provide this value to the applicant. Should the applicant be satisfied with the value determined by the County assessor, the County will consider this as the applicants market value appraisal. Should the applicant not be satisfied with the value determined by the County assessor, they may get an independent third party market value appraisal completed and provide it to the County. The County and applicant will then meet to discuss the variation in the assessed values, and jointly agree on the final value.

The total amount of Municipal Reserve money that shall be paid to the County will be included with the subdivision approval.

CALCULATIONS

To provide clarity on the calculations for reserve dedication:

Environmental Reserve needed:

Area of parcel to be subdivided:	40.00 ha
Lands to be designated environmental reserve:	<u>3.50 ha</u>
Area of parcel to be considered for municipal or school reserve:	36.50 ha
Total maximum municipal and/or school reserve dedication (10%):	3.65 ha

No Environmental Reserve needed:

Area of parcel to be subdivided:	40.00 ha
Lands to be designated environmental reserve:	<u>0.00 ha</u>
Area of parcel to be considered for municipal or school reserve:	40.00 ha
Total maximum municipal and/or school reserve dedication (10%):	4.00 ha

	Date	Resolution Number
Approved	11-Mar-14	14-03-140



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Community Streetscape Implementation Committee Budget

BACKGROUND / PROPOSAL:

Upon review of the approved 2019 budget, it has been noted that there are no additional funds allocated for the 2019 year. Only the carry forward from years past has been approved.

For the past two years, Council has allocated \$25,000 to both the Fort Vermilion Streetscape Implementation Committee and to the La Crete Streetscape Implementation Committee to implement design standards set forth in the Streetscape Design Plan.

The La Crete Streetscape Committee has proposed an additional 40 trees to be planted along 100th Street and 100th Avenue for 2019.

The Fort Vermilion Streetscape Committee would like to apply for a CFEP grant in partnership with the Fort Vermilion Board of Trade in May, 2019 to start construction on the look-out deck at the intersection of 50th Street and River Road.

OPTIONS & BENEFITS:

The Streetscape Design Plan will be implemented over time in both communities to add esthetic appeal and to encourage growth.

COSTS & SOURCE OF FUNDING:

That funds be added to the Fort Vermilion Streetscape Implementation Committee budget and to the La Crete Streetscape Implementation Committee budget for 2019 in the amount of \$25,000 each.

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

Current operating budgets: Fort Vermilion - \$54,416
La Crete - \$9,368

SUSTAINABILITY PLAN:

Goal E24 Mackenzie County is an attractive destination for non-residents to visit or to decide to relocate, and remains an attractive home for County residents at all stages of their lives.

Strategy E24.1 Partner with regional organizations to develop relocation initiative strategies that promote living in the County; primarily through public endorsement aimed towards distant friends and family.

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

Strategy S1.1 Implement policies that encourage cultural development in the core areas of the hamlets that foster social interaction with the residents in each hamlet.

Strategy S1.2 Promote recreational activity and opportunity within the County through future hamlet development plans.

Strategy S1.3 Implement policies that place stronger emphasis on commercial development in each hamlet, in conjunction with the County's hamlet development plans.

Strategy S1.4 Develop a community standards bylaw for residential and industrial properties.

COMMUNICATION / PUBLIC PARTICIPATION:

None required.

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

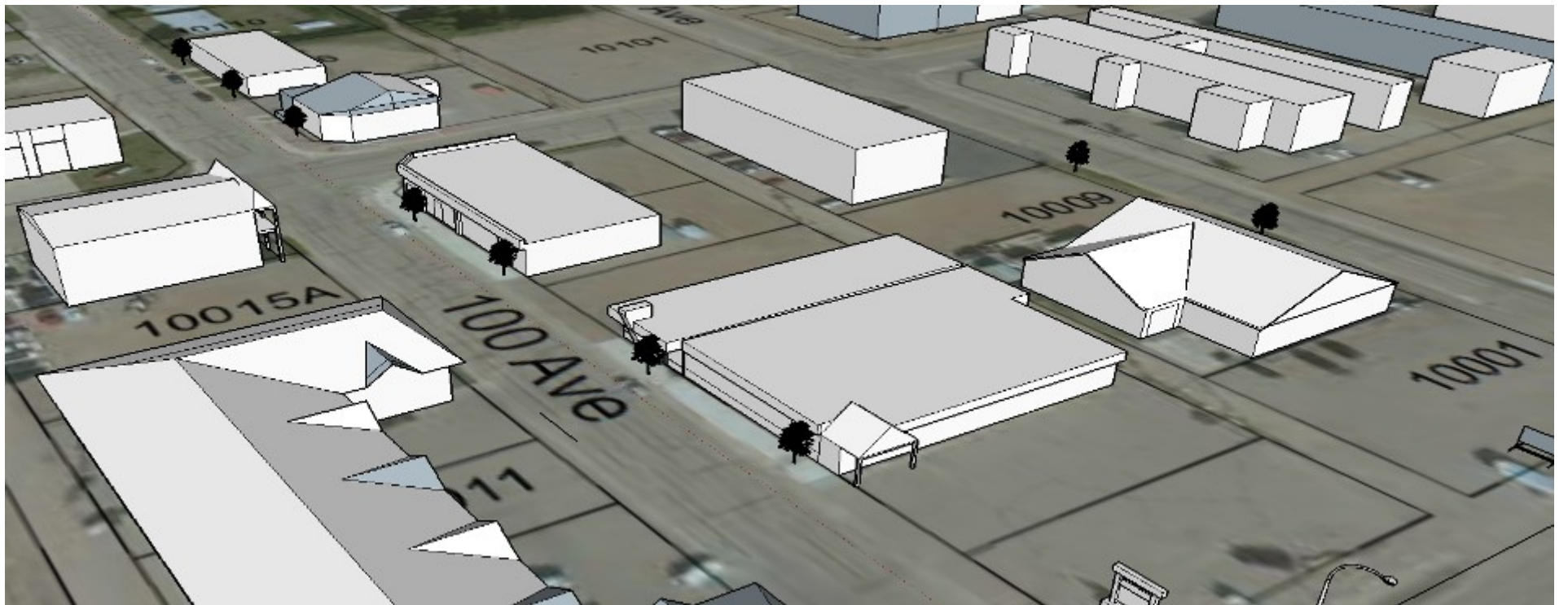
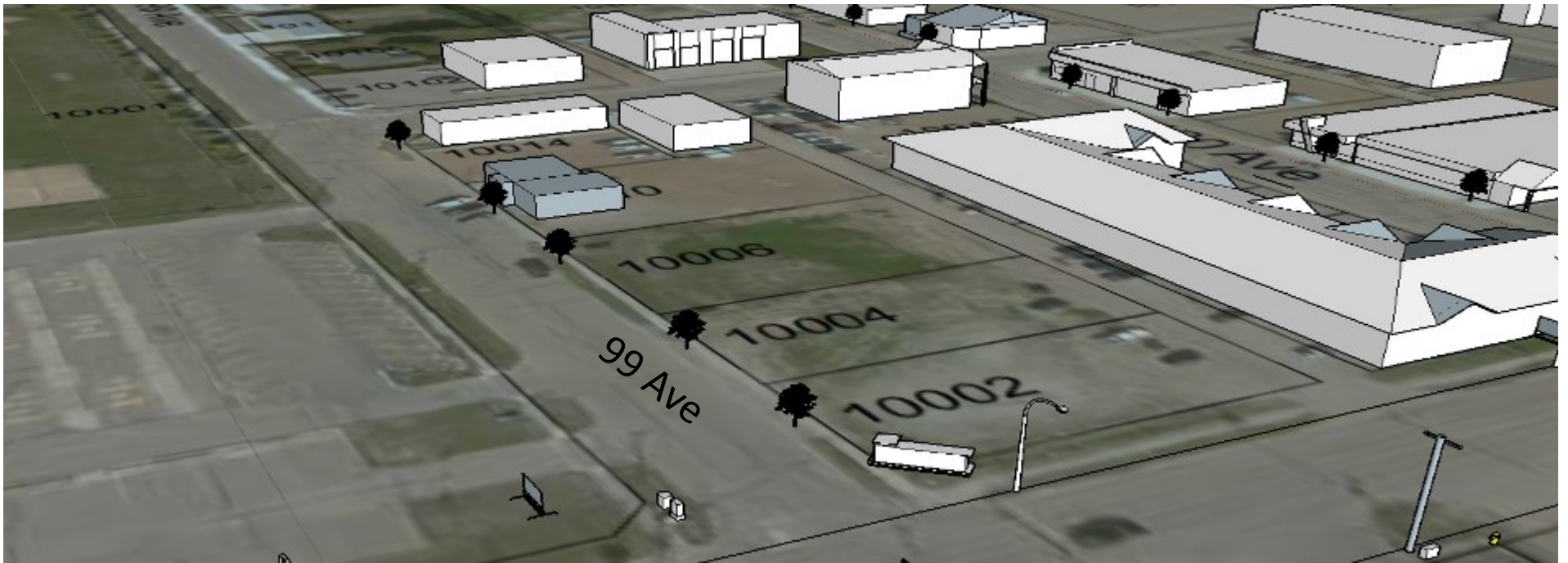
That funds in the amount of \$25,000 be provided from the General Operating Reserve for the Fort Vermilion Community Streetscape Implementation.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That funds in the amount of \$25,000 be provided from the General Operating Reserve for the La Crete Community Streetscape Implementation.

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







Page 1

99 Ave	Post Office— 100St	5 Trees
100 Ave	CIBC— Mix and Match	7 Trees
101 Ave	LRT Source	2 Trees

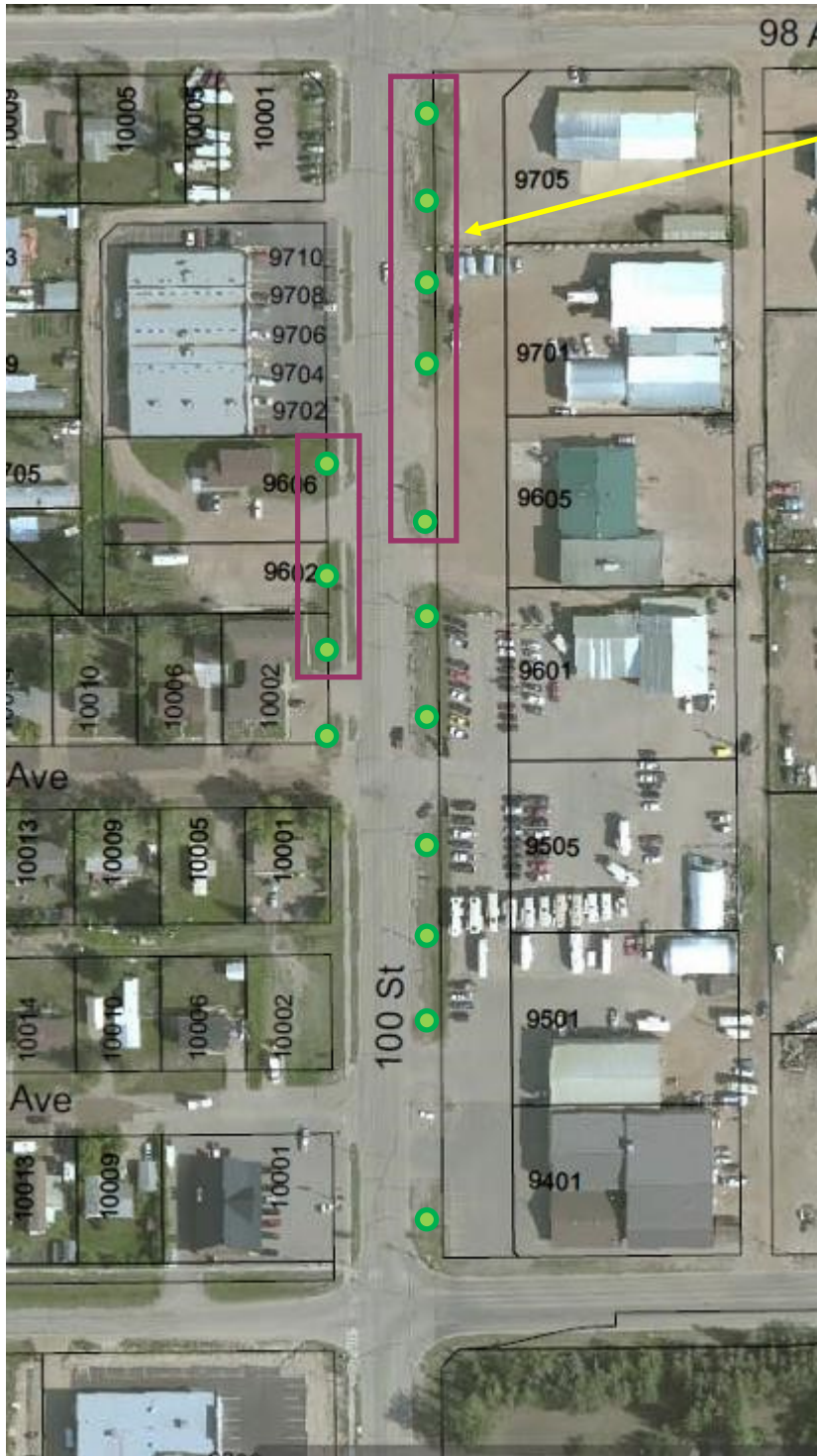
Page 2

100St South (Goods Galore—Country Corner Furniture)	7 Trees
100St North (UFA— Super J)	17 Trees

Page 3

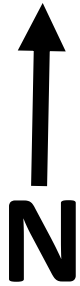
100St South (east side)	4 Trees
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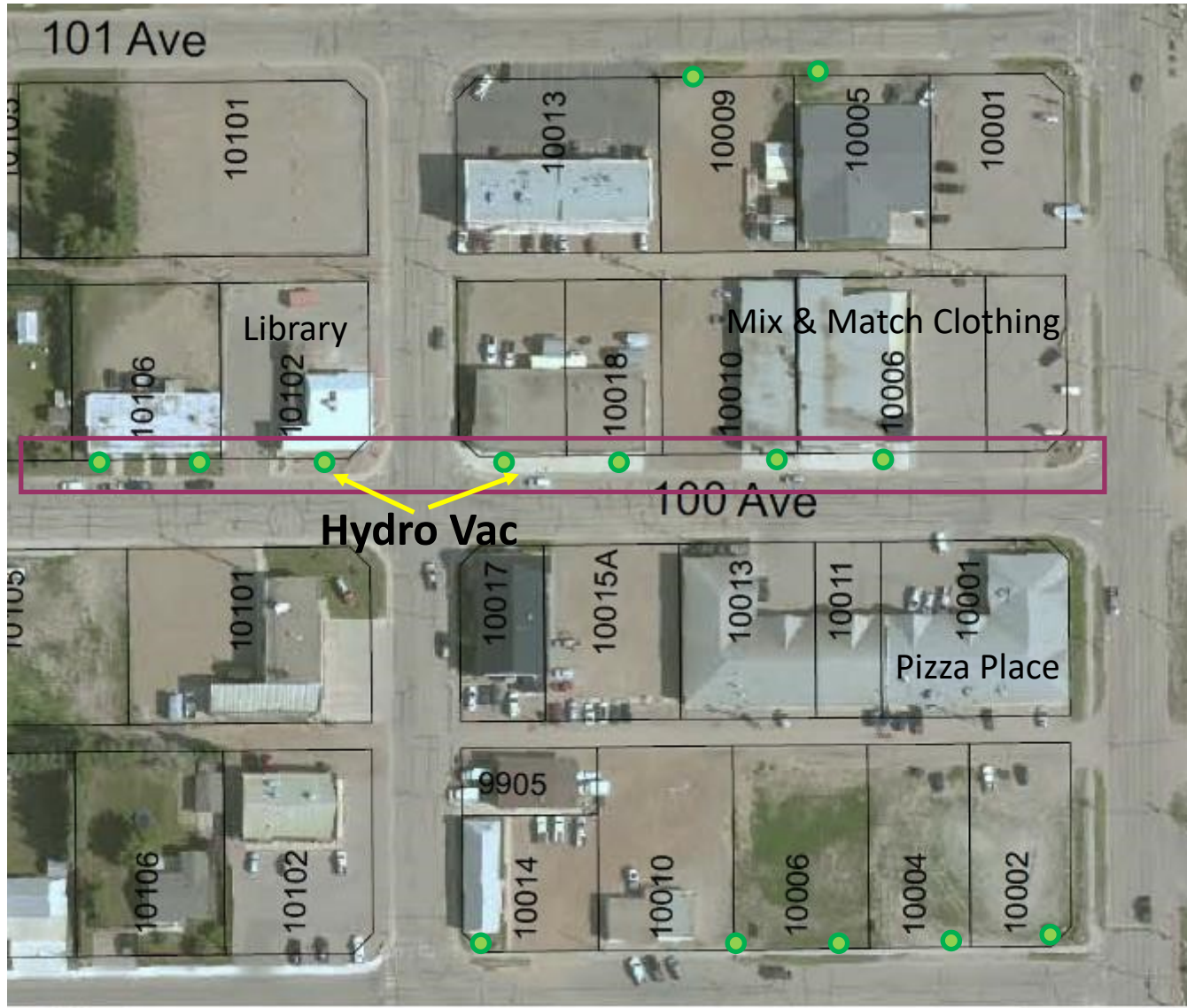
Total **42 Trees**



Hydro vac

15 Trees





15 Trees in the La Crete downtown area

Hydro Vac of four locations under concrete along 100 Ave

Cutting Concrete 4Ft x 4Ft in four location along 100 Ave.

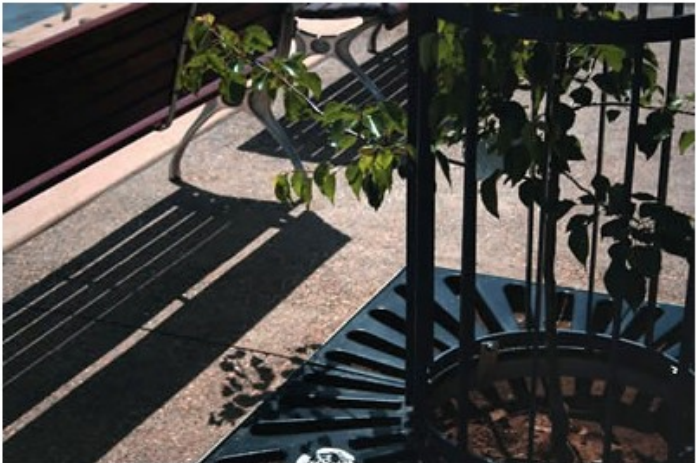
17 Trees



These grilles are designed to withstand the rigors of streetscape thorough fare, and can be upgraded to withstand high traffic loads by incorporating a heavy duty support frame. A deep watering aperture is included in the standard design, however this can be omitted if desired.

CityGreen® vertical tree guards may be mounted securely into the central circle of both the Tay and the Avon. The benefit of this design is that there is no need to cast extra mounting points for tree guards, and the tree root system is protected.

The standard paint finish is matt black. This high quality finish is an extremely durable two-pack epoxy paint. Any colour from the RAL range is available as an option. For extra protection on mild steel products zinc galvanising is standard, followed by a high quality coating to any RAL colour. These grilles are provided complete with support frame and fasteners. Contact our friendly staff for assistance with prices and availability.



Product Specification

Product Code	Dimension A	Dimension B	Dimension C
GLTAY120 – Tay	1200mm	1200mm	600mm dia. opening
GLAVON120 – Avon	1200mm	1200mm	600mm dia. opening



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Policy HR004 – Modified Work Program

BACKGROUND / PROPOSAL:

Under the new Workers' Compensation legislation, which came into effect September 18, 2018, it is a requirement of the municipality to offer injured workers modified work. It is important for the organizations to have a solid return-to-work plan in place when injuries happen. Mackenzie County has always implemented modified work options for their employees but currently does not have a written policy in place. Administration recommends that a Modified Work Program Policy be established as per Workers' Compensation requirements.

The draft policy was reviewed by Council at their April 8, 2019 Council meeting and is attached with the recommended changes.

OPTIONS & BENEFITS:

Having a Modified Work Program in place reduces Workers' Compensation Board premiums. Modifying duties reduce time lost from work, employee turnover and retraining costs. 93% of injured workers returned to their date-of-accident employment, and 80% of injured workers were placed in modified duties while they recovered.

On average the County accommodates one employee on a modified program per year.

COSTS & SOURCE OF FUNDING:

N/A

Author: C Doi/L. Flooren **Reviewed by:** C. Gabriel **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Workers' Compensation Act and Regulation

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy HR004 Modified Work Program be approved as presented.

Author: C Doi/L. Flooren Reviewed by: C. Gabriel CAO: _____

Mackenzie County

Title	Modified Work Program Policy	Policy No:	HR004
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Legislation Reference	Workers' Compensation Act and Regulation
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Purpose

The purpose of the Modified Work Program is to provide a process for assisting employees who are temporarily unable to perform some or all of their regular job functions because of injury or illness to return to productive work in a safe and timely manner.

Guidelines/Responsibilities:

Mackenzie County will make every reasonable effort to provide suitable (temporary) modified employment to any employee unable to perform their regular duties. This may include a modification of the employee's original position or providing alternate duties.

Only suitable work that is in accordance with the Workers' Compensation Board Temporary Modified Work Programs Policy shall be considered for use in the modified work program.

The employer reserves the right to request a physical needs assessment.

All employees will be considered for placement in modified work, whether the injury or illness is work-related or if they are eligible through the County's insurance carrier for non-work related injuries.

Related Policies/Procedures

ADM103 Modified Work Program Procedures

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Petition to Form a New Municipality

BACKGROUND / PROPOSAL:

On February 21, 2019, the Minister of Municipal Affairs received a petition requesting that a new municipality be formed consisting of Wards 9 and 10 of Mackenzie County and the Town of Rainbow Lake.

The person appointed to review the petition has determined the petition to be sufficient according to the requirements of Sections 222 – 225 of the *Municipal Government Act*. See attached letter from Brad Pickering, Deputy Minister of Municipal Affairs.

OPTIONS & BENEFITS:

Part 4 Division 2 of the *Municipal Government Act* identifies the process of the formation of a municipality.

The Minister will inform the County by mail once a decision has been made on the next steps in the process.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

As per the *Municipal Government Act*.

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the letter from Alberta Municipal Affairs regarding the petition to form a new municipality be received for information.

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

Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR96699

April 15, 2019

Mr. Lenard Racher
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Mr. Racher:

Lenard

I am writing with respect to the petition submitted requesting a new municipality be formed consisting of Wards 9 and 10 of Mackenzie County and the Town of Rainbow Lake. I am responding to you on behalf of Minister Shaye Anderson because a provincial election is currently underway.

The person appointed to review the petition has determined the petition to be sufficient according to the requirements of Sections 222-225 of the *Municipal Government Act* (MGA). The Minister has also been advised that the petition to form a new municipality is sufficient as required by Section 226(1) of the MGA.

Sufficiency of the petition means the request meets the requirements for the petition to be considered by the Minister. As such, the Minister will inform you by mail once a decision has been made on the next steps to be taken.

In the interim, should you have any questions about the petition or municipal restructuring, please contact Roy Bedford, Municipal Viability Advisor, toll-free at 310-0000 then 780-422-8342, or at roy.bedford@gov.ab.ca.

Sincerely,




Brad Pickering
Deputy Minister

cc: Roy Bedford, Municipal Viability Advisor, Municipal Affairs

Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR96699

April 15, 2019

Ms. Jacqueline Bateman
Petitioners Representative
Box 
High Level AB T0H 1Z0

Dear Ms. Bateman:

Jacqueline

I am writing with respect to the petition submitted requesting a new municipality be formed consisting of Wards 9 and 10 of Mackenzie County and the Town of Rainbow Lake. I am responding to you on behalf of Minister Shaye Anderson because a provincial election is currently underway.

The person appointed to review the petition has determined the petition to be sufficient according to the requirements of Sections 222-225 of the *Municipal Government Act (MGA)*. The Minister has also been advised that the petition to form a new municipality is sufficient as required by Section 226(1) of the *MGA*.

Sufficiency of the petition means the request meets the requirements for the petition to be considered by the Minister. As such, the Minister will inform you by mail once a decision has been made on the next steps to be taken.

In the interim, should you have any questions about the petition or municipal restructuring, please contact Roy Bedford, Municipal Viability Advisor, toll-free at 310-0000 then 780-422-8342, or at roy.bedford@gov.ab.ca.

Sincerely,



Brad Pickering
Deputy Minister

cc: Roy Bedford, Municipal Viability Advisor, Municipal Affairs



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the April 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 April 11, 2019 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, April 11, 2019 @ 10:00 a.m.

PRESENT:	Erick Carter	Chair, MPC Member
	Beth Kappelar	Vice Chair, MPC Member
	John W Driedger	MPC Member
	Jacque Bateman	Councillor, MPC Member
	David Driedger	Councillor, MPC Member
ADMINISTRATION:	Byron Peters	Deputy Chief Administrative Officer
	Caitlin Smith	Planning Supervisor
	Kristin Racine	Planner
	Nicole Friesen	Administrative Assistant/Recording Secretary
	Lynda Washkevich	Development Officer
	Ryleigh-Raye Wolfe	Environmental Planner

MOTION 1. **CALL TO ORDER**

Erick Carter called the meeting to order at 10:05 a.m.

2. **ADOPTION OF AGENDA**

MPC-19-04-045 **MOVED** by John W Driedger

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-19-04-046 **MOVED** by Beth Kappelar

That the minutes of the March 28th, 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) 037-DP-19 Select Developments

**Four (4) Unit-Dwelling-Row with Garage-Attached in “HR-2”
Plan 102 6365, Block 38, Lot 21**

MPC-19-04-047 MOVED by John W Driedger

That Development Permit 037-DP-19 on Plan 102 6365, Block 38, Lot 21 in the name of Select Developments be APPROVED for Four (4) Unit-Dwelling-Row with Garages-Attached with the following conditions:

1. Minimum building setbacks are:

- a) 4.5 meters (14.8 feet) front yard
- b) 1.5 meters (5 feet) exterior side yard;
- c) 1.5 meters (5 feet) interior side yard;
- d) 1.5 meters (5 feet) rear yard; from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.

- 2. The developer shall enter into a Development Agreement with Mackenzie County.
- 3. The Dwelling – Row shall meet all Alberta Building Code 2014 requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
- 4. The developer shall integrate adequate parking and green space to align with the existing features and esthetics of the neighbourhood.
- 5. The developer must provide design drawings prior to construction. The architecture, construction materials and appearance of the Dwelling – Row shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

6. The Dwelling – Row is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. **The Municipality has assigned addresses to the noted buildings. You are required to display the address to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.**

Each unit must be numbered individually which will be assigned by the municipality.

8. **Provide adequate off street parking as follows: 2 stalls per DWELLING – UNIT plus 1 stall per 3 DWELLING – UNITS for visitor parking which would equal 9 parking stalls. *“One parking space, including the driveway area, shall occupy 300 square feet.”***
9. The siting and development of the Dwelling – Row shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County’s Design Standards.
10. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.
11. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.
12. **All DEVELOPMENT shall provide:**
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building; and
 - d. Parking areas adjacent to streets must be paved.**
13. No construction or development is allowed on 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.

14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. 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) **11-SUB-17 Agatha Peters (Time Extension)
10 Acre Subdivision
NW 18-104-18-W5M**

MPC-19-04-048 **MOVED** by David Driedger

That a one (1) year time extension for Subdivision Application 11-SUB-17 in the name of Agatha Peters on NW 18-104-18-W5M be GRANTED to expire on April 11, 2020.

CARRIED

- b) **07-SUB-19 Herman & Aganetha Friesen
58.262 Acre Subdivision
SW 10-104-16-W5M & SE 10-104-16-W5M**

MPC-19-04-049 **MOVED** by Beth Kappelar

That Subdivision Application 07-SUB-19 in the name of Herman & Aganetha Friesen on SW 10-104-16-W5M & SE 10-104-16-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 58.262 acres (23.578 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) **11-SUB-19 Tom & Diane Driedger
12 Acre Subdivision
SW 1-107-14-W5M**

MPC-19-04-050 **MOVED** by Beth Kappelar

That Subdivision Application 11-SUB-19 in the name of Tom & Diane Driedger on SW-1-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** Subdivision for 12.00 acres (4.856 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 municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$7, 083.33 per acre. Municipal reserve is charged at 10%, which is \$ 708.33 per subdivided acre. **12.00 acres times \$ 708.33 equals \$_8, 499.96.**
 - h) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**
 - i) 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.
 - j) **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

**d) 12-SUB-19 Wilhelm & Susanna Krahn
10.02 Acre Subdivision
NW 11-107-13-W5M**

MPC-19-04-051 **MOVED** by Beth Kappelar

That Subdivision Application 12-SUB-19 in the name of Wilhelm & Susanna Krahn on NW 11-107-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** Subdivision for 10.02 acres (4.054 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

7. MISCELLANEOUS

- a) **Foothills Developments Ltd.
Municipal Reserve Owing
NE 4-106-15-W5M**

MPC-19-04-052 **MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommend to Council that in order for Foothills Developments Ltd. to proceed with development that the developer pay for the 1.604 acres in Municipal Reserve owing in cash for Phases 5 & 6 and that the 0.532 acres owing for Phase 7A be taken from the agreed upon 4 acres owing for all future development.

CARRIED

- b) **CPAA Conference
Confirm Attendees**

For information.

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Thursday, April 25, 2019 @ 1:00 p.m. in Fort Vermilion
- ❖ Thursday, May 9, 2019 @ 10:00 a.m. in Fort Vermilion

- ❖ Thursday, May 23, 2019 @ 1:00 p.m. in Fort Vermilion
- ❖ Friday, June 7, 2019 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 27, 2019 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC-19-04-053 **MOVED** by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:18 a.m.

CARRIED

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

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Doug Munn, Director of Community Services
Title:	Indigenous Liaison Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the April 1, 2019 Indigenous Liaison Committee 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: L.L. Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Indigenous Liaison Committee meeting minutes of April 1, 2019 be received for information.

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

**MACKENZIE COUNTY
INDIGENOUS LIAISON COMMITTEE MEETING**

**April 1, 2019
9:00 a.m.**

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

PRESENT:	Cameron Cardinal	Chair
	Eric Jorgensen	Vice-Chair
	Josh Knelsen	Reeve
	Peter F. Braun	Councillor
	David Driedger	Councillor
	Lisa Wardley	Councillor
ABSENT:	Walter Sarapuk	Deputy Reeve
	Jacque Bateman	Councillor
	Anthony Peters	Councillor
	Ernest Peters	Councillor
ADMINISTRATION:	Len Racher	Chief Administrative Officer
	Doug Munn	Director of Community Services
	Carol Gabriel	Director of Legislative & Support Services
	Liane Lambert	Public Works Officer/Recording Secretary

Minutes of the Indigenous Liaison Committee meeting for Mackenzie County held on April 1, 2019 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Len Racher called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION IL-19-04-001 MOVED by Reeve Knelsen

That the agenda be accepted with the following additions:

- 6. c) Common Initiatives
- 6. d) Blanket Ceremony

CARRIED

**VOTING
PROCEDURE: 3. a) Voting Procedure**

Voting procedure is according to the County's Procedural Bylaw.

**ELECTION OF
CHAIR:**

4. a) Election of Chair

Len Racher called for nominations for the position of Chair of the Indigenous Liaison Committee.

First Call: Councillor Jorgensen nominated Councillor Cardinal.

Second Call: No further nominations.

Third Call: No further nominations

MOTION IL-19-04-002 MOVED by Councillor Wardley

That nominations cease for the position of Chair.

CARRIED

Councillor Cardinal was acclaimed as Chair of the Indigenous Liaison Committee.

**ELECTION OF VICE-
CHAIR:**

4. b) Election of Vice-Chair

Len Racher called for nominations for the position of Vice-Chair of the Indigenous Liaison Committee.

First Call: Councillor Cardinal nominated Councillor Jorgensen

Second Call: No further nominations.

Third Call: No further nominations.

MOTION IL-19-04-003 MOVED by Councillor Driedger

That nominations cease for the position of Vice-Chair.

CARRIED

Councillor Jorgensen was acclaimed as Vice-Chair of the Indigenous Liaison Committee.

TURNOVER OF

5. a) Turnover of Chair

CHAIR:

Len Racher, Chief Administrative Officer, turned over the Chair to Councillor Cardinal.

BUSINESS:

6. a) Review Terms of Reference

MOTION IL-19-04-004 MOVED by Reeve Knelsen

That a recommendation be made to Council to amend the Terms of Reference as follows:

- Quorum – change to a majority of Council
- Meeting Schedule – minimum of twice a year
- General Responsibilities – add relationship building (non-binding)
- Approved External Activities – add engagement opportunities with local Indigenous Communities with a follow-up report to Council.

CARRIED

BUSINESS:

6. b) Goal Setting for the Committee

MOTION IL-19-04-005 MOVED by Reeve Knelsen

That the goal setting for the Committee be received for information.

CARRIED

BUSINESS:

6. c) Common Initiatives (ADDITION)

MOTION IL-19-04-006 MOVED by Councillor Wardley
Requires Unanimous

That the common initiatives be received as information.

CARRIED

6. d) Blanket Ceremony (ADDITION)

MOTION IL-19-04-007 MOVED by Councillor Jorgensen
Requires Unanimous

That the Blanket Ceremony be received as information.

CARRIED

NEXT MEETING DATE: **7. a) Next Meeting Date**

To be determined.

ADJOURNMENT: **8. a) Adjournment**

MOTION IL-19-04-008 **MOVED** by Councillor Wardley

That the meeting be adjourned at 4:45 p.m.

CARRIED

These minutes will be presented to the Indigenous Liaison Committee for approval at their next meeting.

Cameron Cardinal
Chair

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Agricultural Land Use Planning Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the April 10, 2019 Agricultural Land Use Planning Committee 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: C. Sarapuk Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Land Use Planning Committee meeting minutes of April 10, 2019 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL LAND USE PLANNING COMMITTEE**

**Wednesday, April 10, 2019
10:00 a.m.**

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

PRESENT:	Josh Knelsen	Reeve (Acting Chair)
	Jacque Bateman	Councillor
	Eric Jorgensen	Councillor
REGRETS:	Cameron Cardinal	Councillor
	Anthony Peters	Councillor
ADMINISTRATION:	Len Racher	Chief Administrative Officer (Left at 10:15 am)
	Byron Peters	Deputy Chief Administrative Officer
	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Dave Schellenberg	Assistant Agricultural Fieldman
	Ryleigh-Ray Wolfe	Environmental Resource Planner

Minutes of the Agricultural Land Use Planning Committee meeting held on Wednesday, April 10, 2019 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called meeting to order at 11:03 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION ALU-19-04-001 MOVED by Councillor Bateman

That the agenda be adopted as presented.

CARRIED

ELECTIONS: 3. a) Election of Chair

3. b) Election of Vice-Chair

MOTION ALU-19-04-002 MOVED by Councillor Bateman

That Reeve Knelsen be appointed Acting Chair and that the elections of Chair and Vice Chair be tabled until the next Agricultural Land Use Planning Committee.

CARRIED

TERMS OF REFERENCE:

4. Terms of Reference

MOTION ALU-19-04-003

MOVED by Councillor Jorgensen

That the Agricultural Land Use Planning Committee Terms of Reference be referred to Council for review.

CARRIED

MINUTES:

5. a) Previous Minutes from 2012/2013

MOTION ALU-19-04-004

MOVED by Councillor Bateman

That the minutes from the 2012/2013 Agricultural Land Use Planning Committee be received for information.

CARRIED

MINUTES:

5. b) Business Arising from Previous Minutes

None.

PREVIOUS MAPS:

6. Previous Maps

MOTION ALU 19-04-005

MOVED by Councillor Jorgensen

That the previous maps be received for information.

CARRIED

NEW PROPOSED AREAS:

7. New Proposed Areas

MOTION ALU 19-04-006

MOVED by Councillor Jorgensen

That the new proposed areas be received for information.

CARRIED

NEXT STEPS:

8. Next Steps

Administration discussed developing detailed maps describing what the new land would look like once developed.

MOTION ALU-19-04-007

MOVED by Councillor Jorgensen

That the next steps discussion for agricultural land expansion be received for information.

CARRIED

MEETING DATES:

11. Next Meeting Date

No meeting date was set.

ADJOURNMENT:

12. Adjournment

MOTION ALU-19-04-008

MOVED by Councillor Jorgensen

That the Agricultural Land Use Planning Committee meeting be adjourned at 11:42 a.m.

CARRIED

These minutes will be presented for approval at the next Agricultural Land Use Planning Committee Meeting

Josh Knelsen
Acting Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Fort Vermilion Streetscape Implementation Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the March 4, and April 15, 2019 Fort Vermilion Streetscape Implementation Committee meetings 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 Fort Vermilion Streetscape Implementation Committee meeting minutes of March 4, and April 15, 2019 be received for information.

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

MACKENZIE COUNTY
Fort Vermilion Streetscape Implementation Committee

Mackenzie County Office
Fort Vermilion, AB

Monday, March 4, 2019 @ 5:00 p.m.

PRESENT:	Cameron Cardinal	Chair/Councillor/Committee Member
	Erick Carter	Committee Member
	Danny Friesen	Committee Member (joined the meeting at 5:51 p.m.)
	Eric Jorgensen	Councillor/Committee Member
	Charles Laforge	Committee Member
REGRETS:	Sara Schmidt	Committee Member
ADMINISTRATION:	Caitlin Smith	Planning Supervisor/Recording Secretary
	Andrew O'Rourke	Economic Development Officer

MOTION

1. Call to Order

Cameron Cardinal called the meeting to order at 5:20 p.m.

2. Adoption of Agenda

FVSIC-19-03-001

MOVED by Charles Laforge

That the agenda be adopted with the following addition:

8) Deck Inserts

CARRIED

3. Minutes

FVSIC-19-03-002

MOVED by Erick Carter

That the December 17, 2018 Fort Vermilion Streetscape Implementation Committee meeting minutes be adopted as presented.

CARRIED

4. Terms of Reference

For information.

5. Hammock Update

Cameron Cardinal updated the committee that the hammock needs bigger material, approximately 1 ½" wide fabric to complete the prototype.

6. Piling Engineer

The cost for the piling design is \$2,500.00 from DGH Engineering.

FVSIC-19-03-003

MOVED by Eric Jorgensen

That the Fort Vermilion Streetscape Implementation Committee procure DGH Engineering to complete the piling design for the look-out deck.

CARRIED

7. Alberta One Call Utility Maps – Trees 50th Street

After reviewing the information regarding Alberta One Call, the committee would like for administration to talk to ATB Financial about planting 4 trees on their lot.

Erick Carter is fine with trees being planted on his lot.

Danny Friesen joined the meeting at 5:51 p.m.

The committee could consider the west side of the Old Bay House to plant additional trees.

The committee could also consider planting trees at 4501A River Road, it has been discussed about the possibility of graves being on the site.

The County should consider investing in ground penetrating radar.

FVSIC-19-03-004

MOVED by Charles Laforge

That the Fort Vermilion Streetscape Committee recommends that the County invest in the modification of the ground

penetrating radar to detect ground disturbance prior to landscaping and construction.

CARRIED

The committee could consider planting trees along the walking trail.

Cameron Cardinal recessed the meeting at 6:33 p.m. and reconvened at 6:38 p.m.

8. Deck Inserts

Danny Friesen updated the committee that the deck inserts will be done by ABCO Industries instead of La Crete Fabricators as they are unable to complete them in a timely manner.

The committee would like to pursue a grant for the construction the main look out deck in Fort Vermilion. The committee would have to collaborate with Board of Trade as the municipality is unable to apply for the grant.

FVSIC-19-03-005

MOVED by Danny Friesen

That the Fort Vermilion Streetscape Committee pursue the Community Facility Enhancement Program (CFEP) grant in collaboration with the Fort Vermilion Board of Trade to match the \$60,000 budget for the construction of the main look-out deck.

CARRIED

10. Meeting Dates

Monday, April 15, 2019 @ 5:00 p.m.
Mackenzie County Office, Fort Vermilion, AB

11. Adjournment

FVSIC-19-03-006

MOVED by Erick Carter

That the Fort Vermilion Streetscape Implementation Committee meeting be adjourned at 7:06 p.m.

CARRIED

These minutes were adopted this 15th day of April, 2019.

Cameron Cardinal, Chair

MACKENZIE COUNTY
Fort Vermilion Streetscape Implementation Committee

Mackenzie County Office
Fort Vermilion, AB

Monday, April 15, 2019 @ 5:00 p.m.

PRESENT: Cameron Cardinal Chair/Councillor/Committee Member
Erick Carter Committee Member
Danny Friesen Committee Member
Eric Jorgensen Councillor/Committee Member
Charles Laforge Committee Member
Sara Schmidt Committee Member (joined the meeting at 6:04 p.m.)

ADMINISTRATION: Caitlin Smith Planning Supervisor
Ryleigh-Raye Wolfe Environmental Resources Planner/Recording Secretary

MOTION

1. Call to Order

Cameron Cardinal called the meeting to order at 5:37 p.m.

2. Adoption of Agenda

FVSIC-19-04-007

MOVED by Charles Laforge

That the agenda be adopted with the following addition:

10) Trees

CARRIED

3. Minutes

FVSIC-19-04-008

MOVED by Erick Carter

That the March 4, 2019 Fort Vermilion Streetscape Implementation Committee meeting minutes be adopted as presented.

CARRIED

4. Terms of Reference

FVSIC-19-04-009

MOVED by Danny Friesen

That the Terms of Reference be accepted for information.

CARRIED

5. Hammock Update

Cameron brought in the completed hammock prototype to show the committee and shared that the total cost was \$1296.00.

Members discussed cost and details regarding where and how the hammocks should be set up.

Some members expressed concerns around vandalism/theft. The committee decided to set up two hammocks and see how the public responds to them.

FVSIC-19-04-010

MOVED by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee purchase one additional hammock and the required pilings be done by Erick Carter and that both hammocks be placed on the east side of Fort Vermilion (D.A Thomas Park and along the Walking Trail).

CARRIED

6. Deck Insert Update

Danny shared the deck insert drawings with the committee.

Sara Schmidt joined the meeting at 6:04 p.m.

Schartners Welding Company will be doing the work for the inserts; not ABCO Industries.

Members made the following amendments to the drawings:

- Use the same beaver silhouette as on the Canadian Nickel; change the phrase to “Where Alberta Began 1788”
- Fix the spelling error in Fort Vermilion “Experimental” Farm Est 1907
- Use the Metis “Infinity” sign for the two moose fighting

drawing

FVSIC-19-04-011

MOVED by Sara Schmidt

That the deck inserts be completed as amended.

CARRIED

7. 2019 Budget

The committee was concerned with no additional funds being added to the 2019 budget.

Administration will be taking the budget item to be reconsidered at the upcoming Council meeting.

8. Community Facility Enhancement Program Grant

Administration will start the application for the CFEP Grant in hopes that the budget be amended to include an additional \$25,000.

9. Action List Update

Administration updated the committee on the status of the Action List items.

10. Trees (ADDITION)

Danny shared a message from a representative of the Fort Vermilion Recreation Board, stating that the committee can plant trees at the Fort Vermilion Community Cultural Complex (5001-44th Avenue).

The committee also received permission to plant trees on the ATB Financial lot (5001-River Road) and Erick Carters lot (5005-River Road).

The committee discussed pricing, tree types and number of trees.

The committee would like to plant a minimum of three trees at each location, this will depend on the budget.

FVSIC-19-04-012

MOVED by Danny Friesen

That three (3) choke cherry trees be planted on each of the lots located at 5001 River Road (ATB), 5005 River Road and 5001 44th Avenue.

CARRIED

11. Meeting Dates

Monday, June 10, 2019 @ 5:00 p.m.
Mackenzie County Office, Fort Vermilion, AB

12. Adjournment

FVSIC-19-04-013

MOVED by Eric Jorgensen

That the Fort Vermilion Streetscape Implementation Committee meeting be adjourned at 7:06 p.m.

CARRIED

These minutes were adopted this 10th day of June, 2019.

Cameron Cardinal, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 24, 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
- Maurice Fritz – Lobby Government Effectively
- Lesser Slave Wastershed Council – Invasive Species Management Workshop
- La Crete Recreation Board Meeting Minutes
- Mackenzie Library Board Meeting Minutes
- Northern Lakes College Council of Community Education Committees – Leadership Workshop
- RMA Bulletin – RMA Engaged in Resource Communities of Canada Coalition
- Plains Midstream – 2018 Report to Stakeholders
- MP Cheryl Gallant – Bill C-68
- AUMA Submission to the Senate Standing Committee on Energy, the Environment and Natural Resources – April 10, 2019
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-
-
-
-
-
-

OPTIONS & BENEFITS:

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

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 April 8, 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 with First Nations.

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 Sept 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. FNC process
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	Sketch plan completed. Application to purchase is 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
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	Completed
September 11, 2018 Council Meeting			
18-09-663	That administration bring back additional options for the La Crete RCMP Clerical Support duties.	Doug	Completed
October 9, 2018 Council Meeting			
18-10-763	That administration proceeds with the water diversion licences as discussed.	Fred	In progress
October 24, 2018 Council Meeting			
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	LC – Completed Working with FV FCSS
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	Byron	Approved by the Minister March 1, 2019

Motion	Action Required	Action By	Status
	County to have an Inter-municipal Development Plan together with the Municipal District of Opportunity No. 17.		
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 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 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) 	Doug	Will be paid based on submission of receipts.
18-12-1019	That the RCMP Crime Mapping be linked to the Mackenzie County website.	Carol	Waiting on link from the RCMP
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
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	Completed
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	Discuss at Paramount Meeting June 2019
January 16, 2019 Regular Council Meeting			
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	Byron	In progress

Motion	Action Required	Action By	Status
	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.		
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	Proceeding with sale.
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.
February 27, 2019 Regular Council Meeting			
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	
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			
19-03-142	That first reading be given to Bylaw 1137-19 being the borrowing bylaw for the Highway 88 Connector Project.	Bill	Completed Advertising Stage
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	WNC Meeting

Motion	Action Required	Action By	Status
19-03-169	That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.	Byron	
19-03-171	That the draft smoke management bylaw be redrafted with the following: <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. 	Carol Len	In progress
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.	Byron	
March 27, 2019 Regular Council Meeting			
19-03-200	That 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 be TABLED until the plan for La Crete 100A Street is reviewed by Council.	Byron	
19-03-201	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 until the plan for La Crete 100A Street is reviewed by Council.	Byron	
19-03-203	That Mackenzie County attempt to become part of the new monitoring committee for Wood Buffalo National Park.	Byron	
19-03-204	That the Fort Vermilion – Peace River Flood Risk Assessment Final Report conducted by Northwest Hydraulic Consultants be received for information and that the County request additional involvement in the Phase II study by Alberta Environment and Parks.	Byron	
19-03-208	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.	Len	In progress
19-03-210	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 Mackenzie County continue to fund the second RCMP Enhanced Policing Position (½ time School Resource Officer and ½ time La Crete Community Policing).	Len Carol Doug	In progress
19-03-211	That administration work with the Fort Vermilion School Division and the RCMP to review and bring back a	Len Carol	Meeting held 2019-04-04 MOU in progress

Motion	Action Required	Action By	Status
	revised Memorandum of Understanding for Enhanced Policing services.	Doug	
19-03-214	That Municipal Affairs be invited to meet with Council to discuss ongoing concerns within the County.	Len Carol	
April 8, 2019 Regular Council Meeting			
19-04-231	That additional funds in the amount of \$14,800.00 be provided in the proposed 2019 Operating Budget for the VSI Program.	Bill	Completed
19-04-232	That administration be directed to apply for funding to complete a scoping audit for the La Crete and Fort Vermilion Recreation Complexes through the Recreation Energy Conservation (REC) Program and, if successful, bring these audits back to Council for further direction.	Doug	Application Submitted
19-04-233	That the payment to the Fort Vermilion Recreation Board in the amount of \$17,565.57 be approved for the artificial ice plant repairs.	Doug	Completed
19-04-234	That funding in the amount of \$4,194.16, be provided for in the 2019 operating budget, and the La Crete Community Library be refunded for the previously paid building insurance from 2015-2018 in the amount of \$4,194.16.	Bill	Completed
19-04-235	That funding for the La Crete Community Library's remaining 2019 building insurance be provided for in the 2019 budget.	Bill	Completed
19-04-242	That the 2019 Operating Budget be amended in the amount of \$2,071,112 with funding the following projects from the General Operating Reserves: <ul style="list-style-type: none"> • Prior years capital projects for the Town of High Level - \$862,370 • Funding Non-TCA Projects \$1,187,851 • Emergent Funding – Fort Vermilion Recreation Board - \$20,891 	Bill	Completed
19-04-243	That the 2019 Operating Budget be amended as follows: <ul style="list-style-type: none"> • \$34,000 Water & Sewer Operating Budget • \$231,577 General Operating Reserve 	Bill	Completed
19-04-244	That first reading be given to Bylaw 1140-19 being a Land Use Bylaw Amendment to rezone Part of NW 8-106-14-W5M from Agricultural "A" to Direct Control 2 "DC2", subject to public hearing input.	Byron	Public Hearing scheduled for 2019-04-24
19-04-245	That 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 be forwarded to the Minister of Transportation for approval, and that	Byron	

Motion	Action Required	Action By	Status
	purchaser of the laneway be required to install a chainlink fence on both sides of the walkway, with the walkway being ten feet wide within 30 days of the signing of the agreement.		
19-04-246	That Policy DEV001 Urban Development Standards for Industrial Use zoned land be brought back to include an option for a Council approved variance.	Byron	
19-04-247	That the County secure a 40 meter right of way on 100 th Street in La Crete for future main street widening and that administration move forward to close 100A Street.	Byron	
19-04-248	That Policy HR004 Modified Work Program be brought back with the recommended changes.	Carol	2019-04-24
19-04-250	That the bridge request from Paramount Resources be added to the agenda for the Paramount meeting on June 13, 2019.	Len	2019-06-13



Phone 587-523-9467
Email lobby@sando.ca
Twitter @MauriceFritze

March 31st, 2018

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

Dear Reeve Knelsen:

When I encounter former students of my lobbying seminar, it is usually at a political event such as a budget speech, a political fund raiser or at a town hall meeting hosted by MLAs. Typically, they comment on how much improved their presentation is because of what they learned. I am also told they feel more confident because they have a better idea of how to conduct their government relations. In either case, it is a mutual benefit; I listen to their experience and it helps keep my seminar relevant.

Learning how government actually works is one of the goals of the seminar. Some “asks” are simply more difficult and understanding the politics of the day certainly helps. The seminar digs deep.

Albertans are facing an **important election** with high expectations. If you are interested in positioning your municipality, your cause or your business with the next government, you might consider refreshing your skills and your understanding of how this government sets priorities and makes decisions.

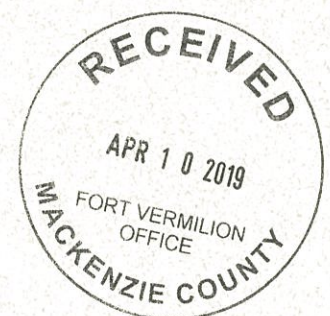
“Lobby Government Effectively” is a **one-day seminar** which offers a boot camp for beginners, improves skills for those who need renewal and offers participants an update on industry leading best practices. I will bring the seminar to you.

More than 500 Mayors, Reeves, Councilors, business leaders, school trustees and advocates for arts, sport and health have taken “Lobby Government Effectively.” I have taught this seminar at MacEwan University every semester for ten years. I have been a guest lecturer at Local Government Administration Association [Zone 2], AAMDC [now RMA], and AUMA. I recently completed consulting to the Edmonton Metropolitan Region Board. I am confident you will find value in this one-day training session.

I am available to answer your questions. Call me to book your seminar. I look forward to meeting you.

Sincerely,

Maurice Fritze
Seminar Leader and Registered Lobbyist



LOBBY GOVERNMENT EFFECTIVELY

Advocacy Training for a Competitive Edge



What will you learn?

- ✓ What is a Lobby Campaign? What are its characteristics?
- ✓ Who to Lobby? Who has the authority?
- ✓ Four Pillars – the essence of advocacy
- ✓ Getting the Message Out
- ✓ Stakeholder Matrix – who are you targeting?
- ✓ The Q Factor – what are the merits of your connections?
- ✓ Selecting your Lobbyist [Your chief spokesperson]
- ✓ Elevator Pitch/30 second commercial
- ✓ Factors that influence a politician
- ✓ The Lobbying Ladder of Effectiveness
- ✓ How to run the lobby meeting
- ✓ Joining Forces: The Importance of Building Alliances and Networks
- ✓ Monitoring, Evaluation and Feedback

WHAT DO OTHERS SAY?

- A lot of professionals are good at what they do but can't relate it to others.
- You have a way of making it look easy.
- I am grateful for your insight of how to lobby and start those important conversations.
- Maurice is an excellent educator. Perfect level of knowledge and textbook theory vs participation.
- Opened my eyes to lobbying – how it can be done and its effects
- Thanks @mauriceFritze for the excellent info. Here's hoping the lobbying attempts are as successful as the seminar.
- Thoroughly enjoyed material and Maurice was/is an excellent instructor
- Willingness to address individual questions and discussion

MacEwan University Evaluation

	VERY SATISFIED	SATISFIED	NEUTRAL	UNSATISFIED	VERY UNSATISFIED	COMMENTS
Overall rating of course	75%	25%				Great material and presentation. Excellent!
Overall rating of the instructor	87%	13%				Very engaging & knowledgeable
Instructor's preparedness	100%					Excellent

Participants get a free step-by-step strategic plan to lobby government.

Maurice Fritze | 587-523-9467 | Email: lobby@sando.ca



INVASIVE SPECIES MANAGEMENT WORKSHOP

**Managing invasives is everyones responsibility.
Learn about the invasive species threatening our
watershed and agricultural lands and strategies to manage
and mitigate their impacts.**

MONDAY, MAY 13, 2019 FAUST, AB
9:30AM - 3:30PM

At the Faust Community Hall
1st Avenue, Faust, AB

Cost: FREE, Lunch Included
Register online and see draft
agenda at www.lswc.ca

Who should attend?

campground and resort managers,
municipal staff, industry reps, First Nations
and Metis representatives, agricultural
producers, stewardship groups,
landowners and anyone with an interest in
learning more about the invasives.

**Please Register by May 8, 2019
at www.lswc.ca
via the Eventbrite Link**



LA CRETE RECREATION SOCIETY
REGULAR MEETING
DECEMBER 13, 2018

Northern Lights Recreation Centre
La Crete, Alberta

Present: Shawn Wieler, President
David Schellenberg, Vice President
George Derksen, Director
Duffy Driedger, Director
Ken Derksen, Director
Simon Wiebe, Director
Holly Neudorf, Director
Philip Krahn, Director
Peter F. Braun, County Rep
Abe Fehr, Bookkeeper
Shane Krahn, Assistant Arena Manager

Absent: Peter A Wiebe, Secretary-Treasurer
Philip Doerksen, Arena Manager

Call to Order: President Shawn Wieler called the meeting to order at 6:00 p.m.

Approval of Agenda

Peter F Braun moved to accept the agenda as presented.

CARRIED

Financial Report

1. Reviewed financials as presented by Abe Fehr.
2. No increase coming for arena budget

Duffy Driedger moved to accept financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

Ken Derksen moved to accept the November 15, 2018 regular Meeting Minutes as presented.

CARRIED

Action Sheet

1. Reviewed items

Manager's Report – Philip Doerksen

Reviewed Manager's Report

David Schmidt quit the Blumenort outdoor rink caretaking position, has been replaced by Henry Goertzen.

Had a meeting regarding Wellness Center

Discussed if helmets are mandatory for public skating

David Schellenberg moved to accept Manager's report.

CARRIED

New Business

8.1 Security system quote – CCSI quote \$1571.00 + GST

Simon Wiebe moved to go in camera at 6:50 p.m.

George Derksen moved to go out of camera at 6:55 p.m.

Philip Krahn moved to adjourn the meeting at 6:59 p.m.

Next Meeting: January 10, 2019

LA CRETE RECREATION SOCIETY
REGULAR MEETING
JANUARY 10, 2019

Northern Lights Recreation Centre
La Crete, Alberta

Present: Shawn, Wieler, President
Simon Wiebe, Director
Peter Wiebe, Secretary-Treasurer
George Derksen, Director
Duffy Driedger, Director
Ken Derksen, Director
Philip Krahn, Director
Holly Neudorf, Director
Philip Doerksen, Arena Manager
Shane Krahn, Arena Assistant Manager
Peter F. Braun, County Rep

Absent: Dave Schellenberg, Vice President
Abe Fehr, Book keeper

Call to Order: President Shawn Wieler called the meeting to order at 5:52 p.m.

Approval of Agenda

1. Add 8.5 Budget

Peter Braun moved to accept the agenda as amended.

CARRIED

Finance Report – Philip Derksen

1. Reviewed financials – regular day to day stuff
2. Need to make corrections to Blumenort Rink Expenses (Caretaker Contract shows 0, needs updating)

Ken Derksen moved to accept the Financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

Simon Wiebe moved to accept the December 13th regular meeting minutes as presented.

CARRIED

Business from the Minutes

There was no business from the minutes.

Review of Action Sheet

1. Reviewed items
2. Review and make decision on WIFI at the next regular meeting (February 2019)

Manager's Report – Philip Doerksen

Reviewed Manager's Report.

- 1 Had brine leak on floor heat – repaired by Ranwal
- 2 Bowling alley floors were stripped and waxed – Lanes and Floors
- 3 Worked on budget

Philip Krahn moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Wheel Chair Grant Writing

Peter Wiebe makes a motion to authorize Philip to go ahead and hire Darlene to write a grant application for a wheelchair lift, to access upstairs facilities at the arena.

CARRIED

8.2 Grant for BHP and Blumenort Rinks

Motion #1:

George Derksen makes a motion to apply for matching grant for BHP ice rink boards and asphalt, and Blumenort skate shack using the \$100,000 from the County.

CARRIED

Motion #2:

Ken Derksen moves that the Rec Board commit to funds from Capital to top up the financial needs to complete the BHP boards and asphalt, and Blumenort skate shack projects up to \$50,000 as needed.

CARRIED

8.3 Grant writing fee

The Board discussed where the grant writing fee should come from. It was agreed that the grant writing fee needs to come out of the Capital Projects account.

8.4 Capital Projects

Peter Braun makes a motion that the arena manager proceed with the Approved 2019 Capital projects as presented.

CARRIED

8.5 2019 Budget

Duffy Driedger moves to accept the 2019 proposed budget as amended.

CARRIED

George Derksen moved to go in camera at 6:45 p.m.

Holly Neudorf moved to go out of camera at 6:55 p.m.

Philip Krahn moved that the meeting be adjourned at 7:10 p.m.

Next Meeting: Thursday, February 7th, 2019

LA CRETE RECREATION SOCIETY
REGULAR MEETING
FEBRUARY 07, 2019

Northern Lights Recreation Centre
La Crete, Alberta

Present:

Shawn Wieler, President
Simon Wiebe, Director
Peter Wiebe, Secretary-Treasurer
Duffy Driedger, Director
Ken Derksen, Director
George Derksen, Director
Dave Schellenberg, Vice President
Holly Neudorf, Director
Philip Krahn, Director
Philip Doerksen, Arena Manager
Shane Krahn, Assistant Arena Manager
Abe Fehr, Book Keeper

Absent:

Peter F. Braun, County Rep

Call to Order: President Shawn Wieler called the meeting to order at 5:54 p.m.

Approval of Agenda

1. Dave Schellenberg moved to accept the agenda as accepted.

CARRIED

Financial Report

1. Reviewed financials:
 - Aquatics accounts have been removed.
 - Operating funds from Mackenzie County have been received.
 - ATM is being used a lot.

Simon Wiebe moved to accept financials as presented.

CARRIED

Abe Fehr left at 6:11 p.m.

Approval of Previous Meeting's Minutes

1. Ken Derksen moved to accept the January 10, 2019 Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. No business from the previous minutes.

Review of Action Sheet

Reviewed items – Added revisiting WIFI upgrades

Manager's Report – Philip Doerksen

Reviewed Manager's Report

1. Had first Challenge Cup meeting
2. Applied for permits, for the Blumenort project
3. John Acreman is working on writing summer student grants
4. David Howe clinic was held Jan 11 – 13
5. Went to BHP & Blue Hills rinks – both are well maintained
6. Been very busy shoveling snow

Duffy Driedger moved to accept Manager's Report as presented.

CARRIED

New Business

- 8.1 Mike Wieler explained options for WIFI upgrades.
- CCI is upgrading significantly in our area

Decision on WIFI upgrades will be made at a later date, not desperately needed yet.

George Derksen moved to go in camera at 6:43 p.m.

Peter Wiebe moved to go out of camera at 6:46 p.m.

Dave Schellenberg moved that the meeting be adjourned at 6:47 p.m.

Next Meeting: Thursday, March 14, 2019

LA CRETE RECREATION SOCIETY
REGULAR MEETING
MARCH 14, 2019
Northern Lights Recreation Centre
La Crete, Alberta

Present:

Shawn Wieler, President
Simon Wiebe, Director
Ken Derksen, Director
Dave Schellenberg, Vice President
Holly Neudorf, Director
Philip Doerksen, Arena Manager
Shane Krahn, Assistant Arena Manager
Abe Fehr, Book Keeper
Peter F. Braun, County Rep

Absent:

Philip Krahn, Director
Peter Wiebe, Secretary-Treasurer
Duffy Driedger, Director
George Derksen, Director

Call to Order: President Shawn Wieler called the meeting to order at 5:54 p.m.

Approval of Agenda

1. Peter F Braun moved to accept the agenda as presented.

CARRIED

Financial Report

1. Reviewed financials:
- Abe reviewed the financials.

Ken Derksen moved to accept financials as presented.

CARRIED

Abe Fehr left at 6:07 p.m.

Approval of Previous Meeting's Minutes

1. David Schellenberg moved to accept the February 7, 2019 Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Ice times for 2019 - 20 season

Review of Action Sheet

Reviewed items – David Schellenberg will talk to the County about paying for CCI internet. We would pay for the equipment

Manager's Report – Philip Doerksen

Reviewed Manager's Report

1. 13 new packages have been picked up for BHP, and Blumenort ice rink boards
2. Removed snow from the tennis courts
3. Have staff meeting monthly
4. Sold two more ads on the glass, and two small ads in the washroom
5. Dawson twisted his ankle, WCB was notified. (no lost time)

Simon Wiebe moved to accept Manager's Report as presented.

CARRIED

New Business

8.2 Ice Time – Women's hockey want more ice time

8.3 Wellness Center – have meeting with wellness center next regular Rec Board meeting. (Henry Froese & Annalise Dyck)

8.4 Sweeper – Rec Society would like to purchase one. David K Froese has one, David Schellenberg will take a look at it.

8.5 Overtime & Holiday Pay – Pay according to bylaws

Holly Neudorf moved to go in camera at 7:05 p.m.

Simon Wiebe moved to go out of camera at 7:12 p.m.

Ken Derksen moved that the meeting be adjourned at 7:24 p.m.

Next Meeting: Thursday, April 11, 2019

Mackenzie County Library Board (MCLB)
March 11, 2019 Board Meeting Minutes
Fort Vermilion County Office
Fort Vermilion, Alberta

Present: Beth Kappelar, Cameron Cardinal, Kayla Wardley, Lisa Wardley, La Dawn Dachuk, Lorraine Peters, Lorna Joch, Wally Schroeder.

Regrets: Lucille Labrecque

1.0 Lisa Wardley called the meeting to order at 7:08 pm.

2.0 Approval of the Agenda:

MOTION #2019-02-01 La Dawn Dachuk moved the approval of the agenda as revised. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2019-02-02 Lorraine Peters moved the approval of the Jan 21/19 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 February 28, 2019:

- Balance Forward	\$ 76,522.54
- Total Revenues	\$ 121,510.23
- Total Expenses	\$ 2,128.99
- Bank Balance	\$ 195,903.78

MOTION #2019-02-03 La Dawn Dachuk moved to accept the financial report as presented. **CARRIED**

5.2 First Instalment to Mackenzie County Libraries for 2019:

- Fort Vermilion	\$36,000
- La Crete	\$62,500
- Zama	\$26,000
- High Level	\$15,500
- Blue Hills	\$ 5,000

Total Dispersed: \$145,000

MOTION: #2019-02-04 Beth Kappelar moved the dispersal of these funds to the listed libraries. **CARRIED**

6.0 Library Reports:

6.1 La Crete:

- There has been a dramatic circulation increase from 83,903 in 2013 to 129,538 in 2018.
- The Senior tea will be held on June 3/19 and the Salmon Grill will occur on Oct 26/19.
- Grant applications are being submitted to buy a town clock.
- They are partnering with the Parent Link Center for story time. They had 25 children at their story time.
- Since they have started charging for the disc cleaning, they are coming back cleaner.
- They are updating the library section of the new La Crete history book.

6.2 Blue Hills Satellite:

- The donated books have been sorted and are being cataloged. New books will also be purchased.
- Insignia parameters are being finalized.
- Operations should begin in July or August.

6.3 Fort Vermilion

- Their AGM is Mar 18/19.
- Up to 13 children came to their reading circles.

6.4 Zama:

- They have started a 100 listed movie challenge to encourage people to use the library.
- A knife sharpener was purchased for patrons to sign out.
- They will continue their burger and books program when it warms up.

...2

6.5 Mackenzie County Library Consortium (MCLC):

- 1787 people visited the MCLC web page last year.

6.6 High Level:

- Lisa Wardley gave an MCLC report at their last meeting.
- They would like to know what is still required of them for the service agreement with MCLB to be signed.
- They need to give the MCLB input as to what library services they will offer the rural High Level residents.
- A member of their board will be invited to the next MCLB meeting.

MOTION #2019-02-05 Cameron Cardinal moved the acceptance of the reports for information. **CARRIED**

7.0 Old Business:

7.1 MCLB Plan of Service (P of S):

- Posters advertising the patron survey have been ordered and will be put up in County communities.
- The deadline for completing the surveys is April 30/19. The deadline for completing the P of S is June 30/19.
- Hard copies of the survey will be available at the libraries. They can also be completed on line.

7.2 Library Basics Workshop:

- The workshop will be held in La Crete Sept 28/19.

MOTION: #2019-02-06 Lorna Joch moved that Lorraine Peters be given \$500 to organize the event. **CARRIED**

7.3 LibPASS Survey:

- Since our survey results had to be submitted by Feb 28/19 a motion was made on Feb 4/19 to send the completed survey in to Public Libraries Services Branch.
- An infographic of the data submitted was made by Lisa Wardley.

MOTION: #2019-02-07 Wally Schroeder moved that MCLBs completed LibPASS survey be submitted to the Public Libraries Services Branch on Feb 4/19. **CARRIED**

7.4 Library Insurance Coverage:

- MCLB has shared the current insurance coverage our libraries have with the County.
- There are still some issues such as : the La Crete library has no contents coverage, they are paying building taxes when the County actually owns the building etc. The deficiencies have been shared with the County.
- Lisa Wardley will meet with the County Finance Committee on Mar 25/19 to iron things out.
- Cameron Cardinal and Lisa Wardley will also meet with Bill Mckennan the chair of the finance committee.

8.0 New Business:

8.1 Vox Books:

- Vox books have built in players which read the books to the individual.
- 20 books have been purchased (10 for the Fort Vermilion library and 10 for the La Crete library)
- The total cost was \$1,303.33. They will have to be used in the libraries.
- If they are in high demand , more will be purchased.

9.0 Correspondence:

9.1 Alberta Inclusion: Annual Family Conference.

9.2 Canada: Connecting Families.

9.3 Youth Write Canada.

10.0 In Camera:

- Not required

11.0 Next Meeting Dates and Location: Fort Vermilion County Office April 9, May 7, 2019 at 7:00 p.m.

12.0 Adjournment:

MOTION # 2019-02-08 Lorraine Peters moved to adjourn the meeting at 8:53 p.m. **CARRIED**

These minutes were adopted this 9rd day of April 2019.

Beth Kappelar, Chair

From: [External Relations](#)
Subject: Leadership Workshop with Kathy Archer
Date: April 17, 2019 9:40:29 AM
Attachments: [image002.png](#)

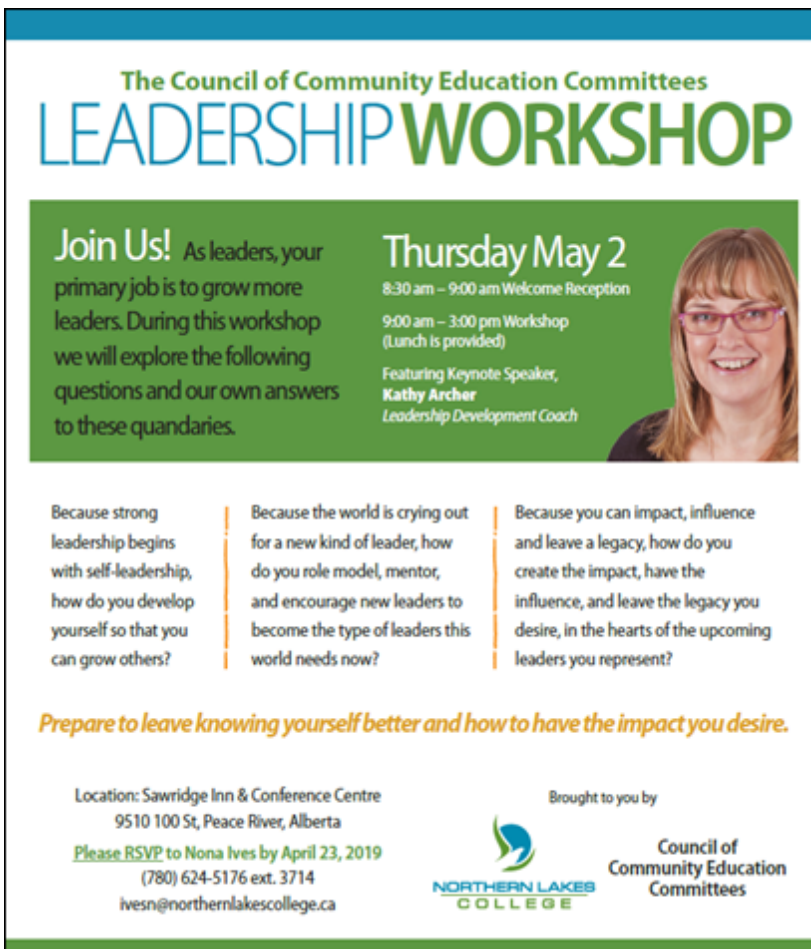
The Northern Lakes College Council of Community Education Committees is providing your organization with two tickets to attend the free **Leadership Workshop with Kathy Archer**.

May 2, 2019
Sawridge Inn & Conference Centre
Peace River, Alberta
8:30 am Welcome Reception
9:00 am – 3:00 pm Workshop (Lunch is provided)

To RSVP, or inquire about extra tickets, please contact Nona Ives:

ivesn@northernlakescollege.ca
780-624-5176 ext. 3714


RSVP by April 23, 2019 to secure your seat!



The Council of Community Education Committees
LEADERSHIP WORKSHOP

Join Us! As leaders, your primary job is to grow more leaders. During this workshop we will explore the following questions and our own answers to these quandaries.

Thursday May 2
8:30 am – 9:00 am Welcome Reception
9:00 am – 3:00 pm Workshop (Lunch is provided)
Featuring Keynote Speaker, **Kathy Archer**
Leadership Development Coach




Because strong leadership begins with self-leadership, how do you develop yourself so that you can grow others?

Because the world is crying out for a new kind of leader, how do you role model, mentor, and encourage new leaders to become the type of leaders this world needs now?

Because you can impact, influence and leave a legacy, how do you create the impact, have the influence, and leave the legacy you desire, in the hearts of the upcoming leaders you represent?

Prepare to leave knowing yourself better and how to have the impact you desire.

Location: Sawridge Inn & Conference Centre
9510 100 St, Peace River, Alberta
Please RSVP to Nona Ives by April 23, 2019
(780) 624-5176 ext. 3714
ivesn@northernlakescollege.ca

Brought to you by
**NORTHERN LAKES COLLEGE**
Council of Community Education Committees

April 4, 2019

RMA Engaged in Resource Communities of Canada Coalition

Coordinated advocacy is needed to advance municipal perspectives.

The RMA recognizes that responsible resource development is essential for the future of municipalities across Alberta. To accommodate coordinated advocacy, the formation of the Resource Communities of Canada Coalition (RCCC) has been supported by the RMA in partnership with the Alberta Urban Municipalities Association (AUMA) and other provincial municipal associations including the Saskatchewan Association of Rural Municipalities (SARM), the Saskatchewan Urban Municipalities Association (SUMA), and the Association of Manitoba Municipalities (AMM). Through the RCCC this group of provincial municipal associations is liaising industry experts, trade groups, and the Canadian Chambers of Commerce to share information to strengthen understanding and support clear advocacy.

The goal is a coordinated Canadian municipal voice to ensure that municipal perspectives are being heard on issues impacting resource development.

Focused Activities

The RCCC is currently focusing on three major activities:

Education campaign at the FCM Conference in Quebec City

The FCM Board of Directors at their March Board meeting recently adopted a resolution, [Federal Support for Energy Infrastructure Projects](#), which calls on the Government of Canada to support the further development of nation-building energy infrastructure projects. This resolution was submitted and sponsored by the Saskatchewan Association of Rural Municipalities, RMA, and AUMA. It was amended in the debate to obtain a cross Canada approval at the meeting by representatives from all provinces and territories. We are pleased that is now FCM policy and is the starting point for our FCM activities and education campaign. By facilitating this resolution and the dialogue and negotiations that incurred around it we understand the common ground we have across Canada on Energy Infrastructure and what we need to do to have Canada wide support for our energy future.

Next up is the FCM Conference in Quebec City, May 30 -June 2. We know RMA members want to be engaged at the 2019 FCM Conference, bringing the municipal voice forward on the importance of resource development projects. The RCCC is working on an education campaign to support engagement at the FCM Conference and will share information for member

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involvement as soon as it is available. The RCCC is meeting April 12th and we plan on providing information shortly after.

Bill C-69 Advocacy

Municipal associations across Canada have been actively advocating regarding the impacts of Bill C-69. The RCCC has facilitated a coordinated approach for testifying at the Senate Committee hearings by sharing messaging and key information with sister associations and those presenting at the hearings here in Alberta.

Formal establishment of the RCCC

Having started out informally the RCCC is in the process of formalizing the group.

Consolidated and Consistent Advocacy

To support strategic and consistent advocacy, the RCCC is focused on a collaborative and consolidated effort between municipal associations and our municipal members to strengthen the municipal voice. The RMA is aware that other municipally-focused groups are also initiating advocacy campaigns focused on Bill C-69; however, RMA would like to emphasize that the RCCC is an initiative that your association is engaging in on your behalf. **The RCCC will not request financial support from individual municipalities to do this work.**

The RMA recognizes that members are eager to learn more about opportunities for involvement in the RCCC. We will share information as it becomes available and encourage members to continue to share local advocacy efforts related to responsible resource development with us to maintain consistent advocacy on this important issue. The RCCC is meeting April 12th and we plan on providing information shortly after.

For enquiries, please contact:

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March 26, 2019

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

Dear Sir,

Our team at Plains Midstream Canada (PMC) focused on enhanced integration, efficiencies and innovation in 2018 as part of our mission to safely deliver exceptional results. Those are the common themes in our 2018 Report to Stakeholders and Communities which highlights some of the accomplishments we made in the areas of health and safety, environment, emergency management, damage prevention, asset integrity and community investment.

This is the fifth year PMC has produced this report, and we took a slightly different approach this time, aligning our programs with our five operational goals, which guide how we do business. We believe it is important for our stakeholders to understand our operating philosophy as well as the benefits our industry provides through responsible development of hydrocarbons.

I am pleased to share a copy of the report with you and would welcome any comments, feedback or questions you may have. Please email stakeholder.relations@plainsmidstream.com if you would like to share your thoughts.

In closing, this report continues to be part of our commitment to maintain strong relationships with our stakeholders and in the communities where we operate. Thank you for allowing us the opportunity to fulfill that commitment.

Sincerely,

A handwritten signature in black ink, appearing to read "J Balasch", with a long horizontal flourish extending to the right.

Jason Balasch
President
Plains Midstream Canada





Cheryl Gallant

Member of Parliament
Renfrew-Nipissing-Pembroke
Member of Standing Committee on National Defence
Member of Standing Committee on Industry, Science and Technology



April 5th, 2019

Mackenzie County
Po Box 640 4511 - 46 Ave.
Fort Vermilion, Alberta
T0H 1N0



Dear Mackenzie County ,

This letter is to alert you to Bill C-68, another piece of interventionist federal legislation that will have a negative impact on your municipality, and on the property rights of your ratepayers.

Bill C-68, which is currently before the Senate, reverses changes to the Fisheries Act – changes which municipalities similar to yours requested our previous Conservative government to make.

Specifically, we amended the "HADD" provisions of the Act, (Harmful Alteration Disruption or Destruction of fish habitat).

One of the most significant problems identified by municipalities about the HADD provision was its broad application and restrictive nature, which ended up costing property taxpayers thousands of dollars, with no real or apparent benefit to the environment.

Municipalities which needed to install culverts or other flood mitigation work were in too many cases faced with negative enforcement after work was completed, with inconsistent guidance when they sought direction for compliance.

In addition to repealing our amendments, the current Federal Government has expanded the definition of "habitat," and added a new concept to the Act, "water flow."

By explicitly adding in the concept of water flow, which was not in the old legislation, the scope of offences municipalities can be charged with, have been greatly expanded.

Worst of all, rather than specifically listing what is and is not an offence under this legislation, including fines or jail, this power has been handed over to the unelected technocrats, to determine by regulation, what the penalties for non-compliance will be, after they have determined what is non-compliance.

As the longest consecutive serving Conservative MP in Ontario, representing a predominantly rural riding, I am very aware of the challenges rural and small-town municipalities have faced dealing with the Federal government.

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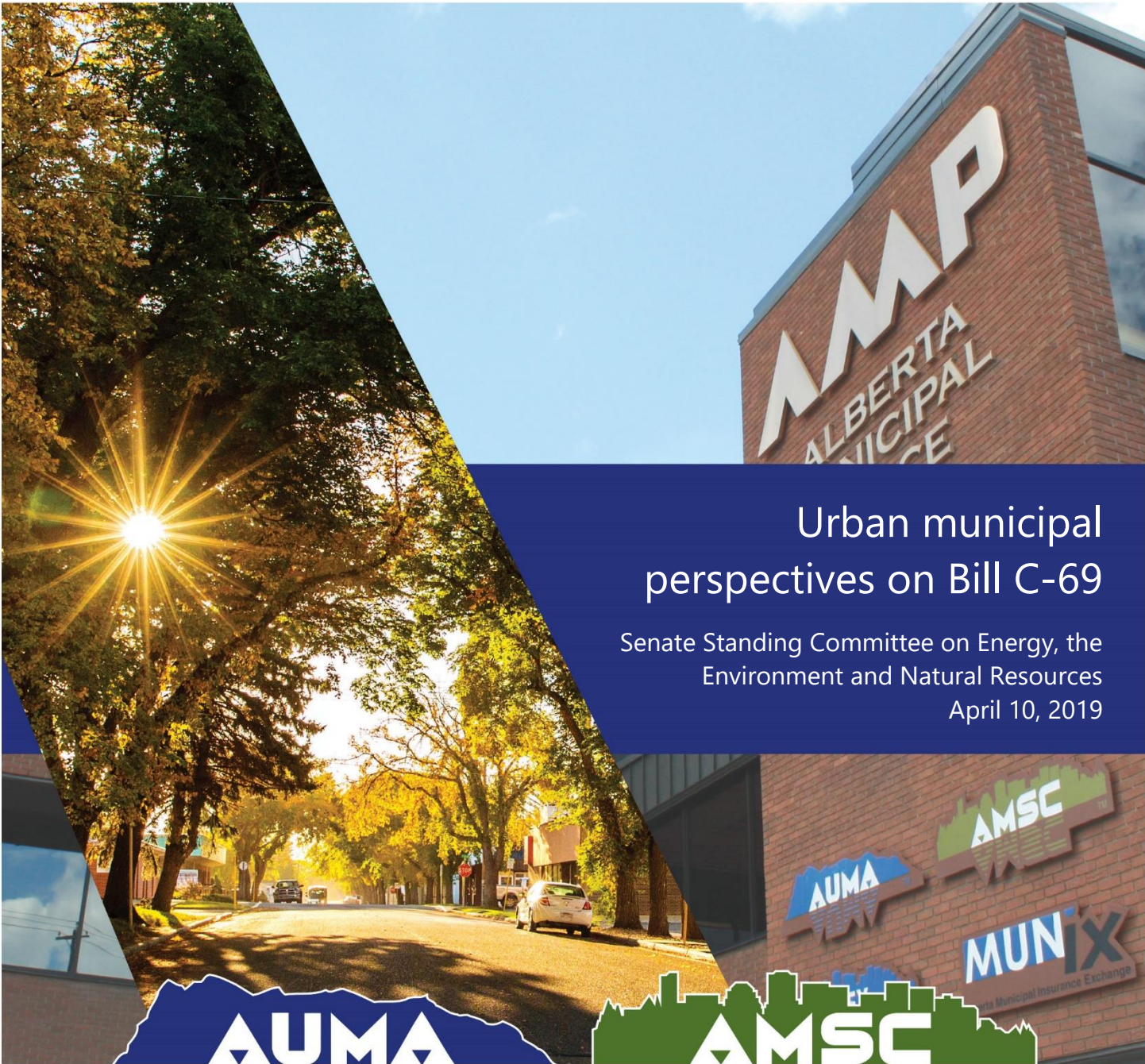
All municipalities should be demanding the Federal Government provide regulatory certainty before this legislation is passed into law.

Clear regulatory certainty is necessary to prevent the return of conflicted interpretations, and inconsistencies in enforcement of the Fisheries Act which happened in the past.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Gallant". The signature is written in black ink and is positioned below the word "Sincerely,".

Cheryl Gallant, M.P.
Renfrew—Nipissing—Pembroke
CG:mm



Urban municipal perspectives on Bill C-69

Senate Standing Committee on Energy, the Environment and Natural Resources
April 10, 2019



TM



TM

WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

Introduction

The Alberta Urban Municipalities Association (AUMA) was founded in 1905 and today represents over 260 of Alberta's cities, towns, villages, summer villages, and specialized municipalities. As the voice for Alberta's urban municipalities, AUMA appreciates the opportunity to bring forward municipal perspectives on Bill C-69, an Act to enact the *Impact Assessment Act* and the *Canadian Energy Regulator Act*, to amend the *Navigation Protection Act*.

Navigation Protection Act

Primary area of impact to municipalities: Bridges that cross water bodies in Alberta

Municipalities are responsible for the construction, maintenance, and upgrades to the majority of bridges that cross water bodies in Alberta. As part of the transportation network, bridges connect communities, provide access to community services, support tourism, and are key infrastructure for various industries important to Alberta's economy.

The following outlines how proposed changes to the *Navigation Protection Act* would adversely impact municipalities.

- 1. Federal review of small-scale projects:** Proposed amendments to the *Navigation Protection Act* may reverse improvements made to the legislation in 2009 and 2012. The previous amendments helped address municipal concerns regarding federal review of small-scale projects, which were causing significant delays and incurring unnecessary costs.

Impact: Returning to the requirement for federal review of small-scale projects will cause unnecessary delays, which will be of particular concern for projects with federal and/or provincial grant funding with timeline requirements. The review requirement may also impact the ability for municipalities to access infrastructure grant funding.

Recommendation:

- That the Government of Canada explore amendments to the Act to limit federal review of small-scale projects. If the Government of Canada is committed to overseeing all projects on navigable waters, then it is recommended the approval agency explore measures to limit delays and costs to municipalities.
 - That the Government of Canada amend the *Canadian Navigable Waters Act* to explicitly state that the prohibition in section 3 and the obligations in sections 5 and 10 do not apply if there would be no interference with navigation.
- 2. Lack of definitions for work categories:** Bill 69 does not include definitions for key aspects including defining what constitutes major work versus minor work and includes a newly-proposed category that is not considered major or minor.

Impact: Lack of clarity is concerning as the regulations will ultimately determine the scope of administrative responsibilities being added to municipal governments.

Recommendation: That the Government of Canada release draft versions of the proposed regulations so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.

- 3. Lack of definition for the term “interference:”** Section 64(4) of the proposed amendments designates that any works that slightly interfere with navigation will be considered minor works and any works that substantially interfere with navigation will be considered major works.

Impact: Municipalities need guidance on whether interference relates to the navigability of the vessel or is measured by changes to water level or water flow.

Recommendations: That the Government of Canada amend the *Canadian Navigable Water Act* to include the definition of “interference.”

- 4. Expanded scope of regulation for scheduled and non-scheduled water bodies:** The *Navigation Protection Act* currently uses a schedule to define each water body subject to federal oversight. Bill C-69 creates a complex system of requirements for approval depending on the scope of work and whether the water body is scheduled or non-scheduled; however, there is lack of clarity on these requirements.

Impact: Without additional clarity, municipal governments will be challenged to self-determine whether a bridge project requires federal approval. In its current form, Bill C-69 creates an environment where municipalities may seek federal approval for all projects - even when not necessary - to avoid potential violation of the *Canadian Navigable Waters Act*. This type of regulatory environment should be avoided to limit costs on taxpayers.

Expanding federal regulation to include unscheduled water bodies will quite possibly increase the administrative burden on municipalities when planning bridge maintenance projects. This will result in increased administrative/engineering costs as well as a longer pre-planning period for projects that will have no impact or limited impact on navigation.

Recommendation: That the Government of Canada release draft versions of the proposed regulations so that municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.

- 5. Lack of prescribed timelines for approval:** The proposed amendments create a new process and timeline for project proponents to conduct public consultation, but it does not set out timelines for when the Government of Canada must make a decision on an application.

Impact: Alberta’s municipalities operate in a winter climate where there is a limited number of months when construction can take place. The lack of timelines imposed on the approval agency can cause delays and may risk the success of a project as well as the municipality’s ability to meet funding timeline requirements.

Recommendation: That the Government of Canada amend the *Canadian Navigable Waters Act* to define the time period within which the Minister must make a decision on an application.

- 6. Responding to emergencies:** Section 10.4 of the proposed amendments allows the Minister to authorize work in various circumstances even if the obligations in sections 5 and 10 are not met.

AUMA supports the Federation of Canadian Municipalities in calling for section 10.4 to be expanded to address the unique needs of communities in the event of an emergency.

Recommendation: That the list of criteria in section 10.4 of the *Canadian Navigable Waters Act* is broadened to include social disruption or a breakdown in the flow of essential goods, services, or resources in order to adequately acknowledge the hardship and complexity created by damaged infrastructure in an emergency.

Impact Assessment Act

Primary area of impact to municipalities: Large-scale projects and municipal consultation

As the government closest to the people, municipalities have a unique understanding of the potential impact of large-scale projects on the local environment, economy, and health of citizens. It is essential there is an open and transparent process where municipal governments are consulted on projects that fall under the *Impact Assessment Act*.

AUMA supports the “one-project, one review” objective that Bill C-69 strives to achieve and the broadening of scope assessment to include economic, social and health impacts, both positive and negative, on local communities.

AUMA is concerned that the current reading of the Act doesn’t consistently reflect this objective. For example, the term “jurisdiction” as defined in the Act doesn’t include municipalities. AUMA is also concerned with the potential opportunity for political interference in the impact assessment process. In spite of the rigorous, arms-length assessment process and structure, sections of the Act still allow for expanded Ministerial discretion into the process.

The *Impact Assessment Act* and processes must be balanced to ensure projects of merit proceed in a timely manner so municipal projects and job-creating efforts are not thwarted; investments and use of grant funds made available to municipalities must be utilized.

The following outlines how proposed changes to the *Impact Assessment Act* would adversely impact municipalities.

- 1. Lack of definition of a “designated project” and the scope of federal oversight:** Although the focus of the *Impact Assessment Act* is for large-scale projects, the Act does not clearly define what is considered a “designated project.”

Impact: The lack of definition makes it unclear what types of municipal projects could be subject to federal oversight. Until that information is available, it is difficult for AUMA to understand and provide feedback on the *Impact Assessment Act*.

Recommendation: That the Government of Canada release a draft definition of a “designated project” so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose an amendment to define a “designated project” in the Act.

- 2. Lack of consultation with municipal governments:** The proposed *Impact Assessment Act* does not recognize the value of local knowledge that municipal governments have with respect to projects that may be proposed in local regions.

Impact: It is essential the Agency has all relevant information regarding local context and impacts before rendering a decision on a project application. Municipal governments are local stewards of the land and have unique knowledge that can assist a review panel. As such, there needs to be a clear and transparent process for the Agency to consult municipal governments that may be affected by a proposed project.

Recommendations:

- That the Government of Canada amend relevant sections of the *Impact Assessment Act* to expressly require consultation with impacted municipal governments.
- That the Government of Canada amend section 22(1) to include “comments from a municipal government impacted by the designated project” as one of the factors that must be considered by the review panel.
- That the Government of Canada amend the definition of jurisdiction to include municipalities.

Canadian Energy Regulator Act

AUMA’s observations and recommendations are focused on municipal government perspectives, which are less affected in the *Canadian Energy Regulator Act*. AUMA is pleased the Act does not include in its scope water or wastewater pipelines used solely for municipal purposes.

AUMA’s general concern with the Act is that it not become a conduit to delay or deter energy infrastructure projects of merit. Alberta and Canada have resource-based economies and the sustainability of our communities relies on a healthy resource sector.

Of particular concern is the removal of the “standing test” from the *National Energy Board Act*, which is used to determine interested parties that can participate in public hearings. Removal of the standing test has the potential to create project delays, ineffective consultation, and investor unease, all with no value being added to the process.

AUMA also strongly disagrees with the position of the Federation of Canadian Municipalities that suggests the Commission consider the input of all municipalities, regardless of whether they are located directly along the route of a proposed pipeline or transmission line. As noted before, allowing this will only create project delays, with no value added to the consultation and evaluation process.

Issue: While it is important the Regulator collect input from a diverse range of stakeholders, public input should be limited to persons or organizations that live or operate within reasonable proximity to the proposed project area or offer technical expertise that is relevant to the project.

Recommendation: That the *Canadian Energy Regulator Act* be amended to maintain the “standing test” to ensure that public hearings only involve input from municipalities or communities located directly along the route of a proposed pipeline or those that could be directly impacted in an adjacent municipality.

Contact

Thank you for your consideration of AUMA’s perspectives and recommendations on Bill C-69. If you have any questions regarding our recommendations, please contact Dan Rude, Chief Executive Officer, at drude@auma.ca or 780-433-4431.

Summary of Recommendations

Navigation Protection Act

- That the Government of Canada explore amendments to the Act to limit federal review of small-scale projects. If the Government of Canada is committed to overseeing all projects on navigable waters, then it is recommended the approval agency explore measures to limit delays and costs to municipalities.
- That the Government of Canada amend the *Canadian Navigable Waters Act* to explicitly state that the prohibition in section 3 and the obligations in sections 5 and 10 do not apply if there would be no interference with navigation.
- That the Government of Canada release draft versions of the proposed regulations so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.
- That the Government of Canada amend the Canadian Navigable Water Act to include the definition of “interference.”
- That the Government of Canada amend the *Canadian Navigable Waters Act* to define the time period within which the Minister must make a decision on an application.
- That the list of criteria in section 10.4 of the *Canadian Navigable Waters Act* is broadened to include social disruption or a breakdown in the flow of essential goods, services, or resources in order to adequately acknowledge the hardship and complexity created by damaged infrastructure in an emergency.

Impact Assessment Act

- That the Government of Canada release a draft definition of a “designated project” so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose an amendment to define a “designated project” in the Act.
- That the Government of Canada amend relevant sections of the *Impact Assessment Act* to expressly require consultation with impacted municipal governments.
- That the Government of Canada amend section 22(1) to include “comments from a municipal government impacted by the designated project” as one of the factors that must be considered by the review panel.
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- That the *Canadian Energy Regulator Act* be amended to maintain the “standing test” to ensure that public hearings only involve input from municipalities or communities located directly along the route of a proposed pipeline or those that could be directly impacted in an adjacent municipality.