

MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**MARCH 10, 2020**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

 [www.mackenziecounty.com](http://www.mackenziecounty.com)

 4511-46 Avenue, Fort Vermilion

 [office@mackenziecounty.com](mailto:office@mackenziecounty.com)



**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, March 10, 2020  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the February 26, 2020 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
<b>DELEGATIONS:</b>	4.	a) Terry Jessiman, Forestry Manager, High Level Forest Area (10:15 a.m.)	
		b) Grade 6 Class, Ridgeview Central School (10:30 a.m.)	
		c) Agriculture Fair Committee (11:30 a.m.)	21
		d)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Crack Filling	25
		b) Line Painting	27
<b>PUBLIC HEARINGS:</b>		Public hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1171-20 Land Use Bylaw Amendment to Rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision "MHS" to Hamlet Residential 1 "H-R1" (La Crete)	29
<b>GENERAL REPORTS:</b>	7.	a) CAO and Director Reports	39
		b)	

<b>AGRICULTURE SERVICES:</b>	8.	a)		
		b)		
<b>COMMUNITY SERVICES:</b>	9.	a)	Fort Vermilion Recreation Society – Emergent Funds Request	57
		b)	Scoping Audit – Recreation Centers	61
		c)	Optimizing Alberta Parks – Letter Request	65
		d)		
<b>FINANCE:</b>	10.	a)	Bylaw 1174-20 Fee Schedule Amendment	71
		b)	2020 Provincial Budget Release	77
		c)		
<b>OPERATIONS:</b>	11.	a)		
		b)		
<b>UTILITIES:</b>	12.	a)		
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	13.	a)	Bylaw 1173-20 Land Use Bylaw Amendment to Rezone Part of Plan 192 3085, Block 24, Lot 3 from La Crete Highway Commercial “LC-HC” to Hamlet Residential 1B “H-R1B” (La Crete)	111
		b)	Policy PW042 Road Allowance Use	121
		c)	Inter-municipal Development Plan Exemption with the Town of Rainbow Lake	139
		d)		
<b>ADMINISTRATION:</b>	14.	a)	2020 Open Houses	143
		b)	Beaver First Nation – Investing in Canada Infrastructure Program	145
		c)	La Crete Agricultural Society – Request for Letter of Support (Peavey Industries Community Agricultural Grant)	157



	d)	Appointment of Members at Large	161
	e)	Caribou Update (standing item)	
	f)		
	g)		
<b>COUNCIL COMMITTEE REPORTS:</b>	15.	a) Council Committee Reports (verbal)	
		b) Municipal Planning Commission Meeting Minutes	163
		c) Inter-Municipal Planning Commission Meeting Minutes	181
		d)	
<b>INFORMATION / CORRESPONDENCE:</b>	16.	a) Information/Correspondence	193
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	17.	a) Outstanding Tax Repayment Request (s. 27)	
		b)	
<b>NOTICE OF MOTION:</b>	18.	a)	
<b>NEXT MEETING DATES:</b>	19.	a) Committee of the Whole Meeting March 24, 2020 10:00 a.m. Fort Vermilion Council Chambers	
		b) Regular Council Meeting March 25, 2020 10:00 a.m. Fort Vermilion Council Chambers	
<b>ADJOURNMENT:</b>	20.	a) Adjournment	





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Carol Gabriel, Deputy Chief Administrative Officer (Legislative &amp; Support Services)</b>
<b>Title:</b>	<b>Minutes of the February 26, 2020 Regular Council Meeting</b>

## **BACKGROUND / PROPOSAL:**

Minutes of the February 26, 2020, Regular Council Meeting are attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

## **POLICY REFERENCES:**

Author: J. Emmerson Reviewed by: CG CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the February 26, 2020 Regular Council Meeting be adopted as presented.

**Author:** J. Emmerson      **Reviewed by:** CG      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**February 26, 2020  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor (left at 2:26 p.m.)
Peter F. Braun	Councillor (left at 3:16 p.m.)
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:03 a.m.)
Anthony Peters	Councillor (left at 2:24 p.m.)
Ernest Peters	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Len Racher	Chief Administrative Officer
Carol Gabriel	Deputy Chief Administrative Officer/ Recording Secretary
Byron Peters	Director of Planning and Development
Fred Wiebe	Director of Utilities
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
Dave Fehr	Director of Operations
Grant Smith	Agricultural Fieldman

**ALSO PRESENT:** Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on February 26, 2020 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 20-02-107 MOVED** by Councillor Braun

That the agenda be approved with the following additions:

\_\_\_\_\_  
\_\_\_\_\_

- 9. a) Fort Vermilion Winter Carnival
- 9. b) Treaty 8 Annual General Meeting
- 14. e) Meeting Request – Little Red River Cree Nation
- 14. f) Condolence Letter
- 17. a) Mackenzie County Library Board
- 17. b) Disposal of Fire Trucks

**CARRIED**

Councillor Jorgensen arrived at 10:03 a.m.

**MINUTES FROM  
PREVIOUS  
MEETING:**

- 3. a) Minutes of the February 10, 2020 Regular Council Meeting**

**MOTION 20-02-108**

**MOVED** by Councillor Bateman

That the minutes of the February 10, 2020 Regular Council Meeting be adopted as presented.

**CARRIED**

- 3. b) Business Arising out of the Minutes**

None

**TENDERS:**

- 5. a) None**

**GENERAL  
REPORTS:**

- 7. a) None**

**AGRICULTURE  
SERVICES:**

- 8. a) Wolf Depredation Management Program**

**MOTION 20-02-109**  
Requires 2/3

**MOVED** by Councillor Driedger

That the budget be amended to include an additional \$132.00 for the Wolf Depredation Management Program with funding coming from the General Operating Reserve.

**CARRIED**

**COMMUNITY  
SERVICES:**

- 9. a) Fort Vermilion Winter Carnival (ADDITION)**

**MOTION 20-02-110**

**MOVED** by Deputy Reeve Sarapuk

Requires Unanimous

That Mackenzie County sponsor the Fort Vermilion Winter Carnival in the amount of \$2,000 with funding coming the 2020 operating budget.

**CARRIED UNANIMOUSLY**

**COMMUNITY SERVICES:**

**9. b) Treaty 8 Annual General Meeting (ADDITION)**

**MOTION 20-02-111**  
Requires Unanimous

**MOVED** by Councillor Jorgensen

That the Treaty 8 Annual General Meeting and request be referred to the Community Services Committee for review and recommendation.

**CARRIED UNANIMOUSLY**

**FINANCE:**

**10. a) Financial Reports – January 1, 2019 to December 31, 2019 (not including year-end entries)**

**MOTION 20-02-112**

**MOVED** by Councillor Wardley

That the financial reports for January 1, 2019 to December 31, 2019, prior to yearend transactions, be received for information.

**CARRIED**

**FINANCE:**

**10. b) Intra Municipal GST Payments**

**MOTION 20-02-113**

**MOVED** by Councillor Bateman

That the Intra Municipal GST payments report be received for information.

**CARRIED**

**FINANCE:**

**10. c) MasterCard Statements**

**MOTION 20-02-114**

**MOVED** by Councillor Braun

That the MasterCard statements for December 2019 be received for information.

**CARRIED**

**FINANCE: 10. d) Expense Claims – Councillors**

**MOTION 20-02-115 MOVED** by Councillor Driedger

That the Councillor expense claims be received for information.

**CARRIED**

**FINANCE: 10. e) Expense Claims – Members at Large**

**MOTION 20-02-116 MOVED** by Councillor Cardinal

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

**CARRIED**

**FINANCE: 10. e) Expense Claims – Chief Administrative Officer**

**MOTION 20-02-117 MOVED** by Councillor Driedger

That the Chief Administrative Officer's expense claims be received for information.

**CARRIED**

**OPERATIONS: 11. a) None**

**UTILITIES: 12. a) None**

**PLANNING AND DEVELOPMENT: 13. a) Bylaw 908-13 Unsightly Premises**

**MOTION 20-02-118 MOVED** by Councillor Cardinal

That Bylaw 908-13 Unsightly Premises be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:53 a.m. and reconvened the meeting at 11:07 a.m.

**PLANNING AND DEVELOPMENT: 13. b) Bylaw 1172-20 Road Closure Bylaw for Plan 032 1316, Block 25, all of the lane lying north of Lots 20-23 and Plan 992 5549, Block 25 and all of the lane lying north**

\_\_\_\_\_  
\_\_\_\_\_



**of Lots 15-19 (La Crete)**

**MOTION 20-02-119**      **MOVED** by Councillor Braun

That first reading be given to Bylaw 1172-20 being a Road Closure Bylaw to close firstly Plan 0321316, Block 25, all of the lane lying north of Lots 20 to 23 inclusive and lying north of the production westerly of the north boundary of Lot 23, and secondly Plan 9925549, Block 25, all of the lane lying north of Lots 15 to 19 inclusive and lying west of the production northerly of the east boundary of Lot 15 for the purpose of consolidation, subject to public hearing input.

**CARRIED**

**PLANNING AND DEVELOPMENT:**      **13. c) Policy PW039 Rural Road, Access Construction and Surface Water Management**

**MOTION 20-02-120**      **MOVED** by Councillor Bateman

That Policy PW039 Rural Road, Access Construction and Surface Water Management be amended as presented.

**CARRIED**

**PLANNING AND DEVELOPMENT:**      **13. d) Policy PW042 Road Allowance Use**

**MOTION 20-02-121**      **MOVED** by Councillor Braun

That Policy PW042 Road Allowance Use be TABLED to the next meeting.

**CARRIED**

**PLANNING AND DEVELOPMENT:**      **13. e) La Crete Southeast Drainage Ditch (Part of NE 3-106-15-W5M) (La Crete)**

**MOTION 20-02-122**      **MOVED** by Councillor Braun  
Requires 2/3

That the budget be amended to include the La Crete Southeast Drainage Ditch (Part of NE 3-106-15-W5M) project in the amount of \$20,000, with funding coming from the Surface Water Management Reserve.

**CARRIED**

**ADMINISTRATION: 14. a) Petition**

**MOTION 20-02-123** **MOVED** by Councillor Bateman

That Mackenzie County send a letter to the Minister of Municipal Affairs in support of the petition to form a new municipality and invite them to participate in a collaborative conversation/process regarding potential municipal boundaries.

**CARRIED**

**DELEGATIONS: 4. a) Fort Vermilion RCMP – Crime Statistics and Enhanced Policing Report**

**MOTION 20-02-124** **MOVED** by Councillor E. Peters

That the RCMP crime statistics and enhanced policing reports be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:14 p.m. and reconvened the meeting at 1:00 p.m.

**PUBLIC HEARINGS: 6. a) Bylaw 1168-20 being a Land Use Bylaw Amendment to Rezone Plan 052 4647, Block 24, Lot 14 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 1B “H-R1B” (La Crete)**

Reeve Knelsen called the public hearing for Bylaw 1168-20 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1168-20 was properly advertised. Byron Peters, Director of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning and Development, presented the following:

*Mackenzie County received a request to rezone the following lot: Plan 052 4647, Block 24, Lot 14 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 1B “H-R1B” to allow for houses without attached garages. Currently, in*

*H-R1A all dwellings must have an attached garage.*

*The applicant would like to rezone this lot because he feels that it would sell quicker if the buyers had the option of having a garage attached or detached.*

*This developer just completed a rezoning from “H-R1A” to “H-R1B” West of these lots, where there is a mixture of houses with attached and detached garages.*

*The intention of the H-R1B district is to allow for a mix of development between single detached dwellings with or without a garage-attached or garage-detached.*

*First reading was given on January 29, 2020.*

Reeve Knelsen asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1168-20. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1168-20. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1168-20 at 1:03 p.m.

**MOTION 20-02-125** **MOVED** by Councillor Braun

That second reading be given to Bylaw 1168-20 being a Land Use Bylaw Amendment to Rezone Plan 052 4647, Block 24, Lot 14 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 1B, to accommodate houses with or without attached garages.

**CARRIED**

**MOTION 20-02-126** **MOVED** by Councillor Wardley

That third reading be given to Bylaw 1168-20 being a Land Use Bylaw Amendment to Rezone Plan 052 4647, Block 24, Lot 14 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 1B, to accommodate houses with or without attached garages.

**CARRIED**

**ADMINISTRATION:** 14. b) **Women in the North Conference**

**MOTION 20-02-127** **MOVED** by Councillor Cardinal  
Requires 2/3

That the budget be amended to include \$2,400.00 for the 13<sup>th</sup> Annual Women in the North Conference on April 29 – 30, 2020 in Peace River, Alberta with funding coming from the General Operating Reserve and that Councillor Wardley be authorized to attend.

**CARRIED**

**ADMINISTRATION:** 14. c) **2020 Mackenzie Frontier Tourist Association – Trade Show Attendance**

**MOTION 20-02-128** **MOVED** by Councillor Bateman  
Requires 2/3

That the budget be amended to include \$19,500.00 for attendance at the following Trade Shows on behalf of Mackenzie Frontier Tourist Association, with funding coming from the General Operating Reserve and that Councillor Cardinal and Councillor Wardley be authorized to attend.

**DEFEATED**

**ADMINISTRATION:** 14. d) **Caribou Update (standing item)**

**MOTION 20-02-129** **MOVED** by Deputy Reeve Sarapuk

That the Caribou Update be received for information.

**CARRIED**

**ADMINISTRATION:** 14. e) **Meeting Request – Little Red River Cree Nation (ADDITION)**

**MOTION 20-02-130** **MOVED** by Councillor Driedger  
Requires Unanimous

That Council accept the meeting request from the Little Red River Cree Nation regarding the County land use proposal and that administration coordinate a meeting date and time.

**CARRIED UNANIMOUSLY**

Reeve Knelsen recessed the meeting at 1:48 p.m. and reconvened the meeting at 2:00 p.m.

**ADMINISTRATION: 14. f) Condolence Letter (ADDITION)**

**MOTION 20-02-131** **MOVED** by Councillor Cardinal  
Requires Unanimous

That condolences be sent to the Metis' Region 6 on the passing of one long time member and Elder, Ruth Kidder.

**CARRIED UNANIMOUSLY**

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

Councillor A. Peters left the meeting at 2:24 p.m.  
Councillor Bateman left the meeting at 2:26 p.m.

**MOTION 20-02-132** **MOVED** by Deputy Reeve Sarapuk

That the Council Committee reports be received for information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS: 15. b) Municipal Planning Commission Meeting Minutes**

**MOTION 20-02-133** **MOVED** by Councillor Driedger

That the Municipal Planning Commission meeting minutes of February 13, 2020 be received for information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS: 15. c) Subdivision & Development Appeal Board**

**MOTION 20-02-134** **MOVED** by Deputy Reeve Sarapuk

That the Subdivision & Development Appeal Board Decision for 04-SDAB-19 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**15. d) Agricultural Service Board Meeting Minutes**

**MOTION 20-02-135**

**MOVED** by Councillor E. Peters

That the Agricultural Service Board meeting minutes of February 7, 2020 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**15. e) Community Services Committee Meeting Minutes**

**MOTION 20-02-136**

**MOVED** by Councillor Braun

That the Community Services Committee meeting minutes of February 5, 2020 be received for information.

**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**16. a) Information/Correspondence**

**MOTION 20-02-137**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

Reeve Knelsen recessed the meeting at 2:39 p.m. and reconvened the meeting at 2:48 p.m.

**CLOSED MEETING:**

**17. Closed Meeting**

**MOTION 20-02-138**

**MOVED** by Councillor Driedger

That Council move into a closed meeting at 2:48 p.m. to discuss the following:

17. a) Mackenzie County Library Board (*FOIP, Div. 2, Part 1, s. 17, 24, 25*)

17. b) Disposal of Fire Trucks (*FOIP, Div. 2, Part 1, s. 21,*

24)

**CARRIED**

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

- All Councillors
- Len Racher, Chief Administrative Officer
- Carol Gabriel, Deputy Chief Administrative Officer
- Don Roberts, Director of Community Services
- Byron Peters, Director of Planning & Development

Councillor Braun left the meeting at 3:16 p.m.

**MOTION 20-02-139**

**MOVED** by Deputy Reeve Sarapuk

That Council move out of a closed meeting at 3:39 p.m.

**CARRIED**

**17. a) Mackenzie County Library Board (ADDITION)**

**MOTION 20-02-140**

Requires Unanimous

**MOVED** by Councillor Wardley

That the Mackenzie County Library Board update be received for information.

**CARRIED**

**17. b) Disposal of Fire Trucks (ADDITION)**

**MOTION 20-02-141**

Requires Unanimous

**MOVED** by Councillor E. Peters

That administration proceed with the disposal of fire trucks as discussed.

**CARRIED UNANIMOUSLY**

**NOTICE OF MOTION:**

**18. a) None**

**NEXT MEETING  
DATE:**

**19. a) Next Meeting Dates**

Regular Council Meeting  
March 10, 2020  
10:00 a.m.

Fort Vermilion Council Chambers

Committee of the Whole Meeting  
March 24, 2020  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 20. a) Adjournment**

**MOTION 20-02-142 MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 3:40 p.m.

**CARRIED**

These minutes will be presented to Council for approval on March 10, 2020.

---

Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer

UNAPPROVED





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Agriculture Fair Committee</b>

## **BACKGROUND / PROPOSAL:**

The Agriculture Fair Committee is requesting a discussion with Council to develop a working arrangement regarding the Annual Summer Agricultural Fair and Tradeshow. Each summer the fair is hosted at the Fort Vermilion Experimental Farm.

The Chair of the Committee will give a short presentation at the meeting.

Their letter of request is attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

Author: J. Emmerson Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

March 3, 2020

To the Council of Mackenzie County,

The Mackenzie County Agriculture Fair Committee wishes to have a discussion with the council on developing a working arrangement with the County that would allow the annual summer fair to continue. If timelines permit the morning of March 10<sup>th</sup> council meeting works on our side.

Thank You,

Greg Newman



Chair of Fair Committee





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>David Fehr, Director of Operations</b>
<b>Title:</b>	<b>TENDERS Crack Filling</b>

## **BACKGROUND / PROPOSAL:**

Administration advertised the 'Crack Filling Tender' on Alberta Purchasing Connection (APC), The Echo/Pioneer and Mackenzie County Facebook Page. Submissions were due at the Fort Vermilion County office March 9, 2020 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

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

2020 Operating Budgets 32 & 33, total of \$85,500

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidder will be notified and APC will be updated.

## **POLICY REFERENCES:**

**Author:** S Wheeler      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2: (if required)

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Crack Filling Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: S Wheeler      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>David Fehr, Director of Operations</b>
<b>Title:</b>	<b>TENDERS Line Painting</b>

## **BACKGROUND / PROPOSAL:**

Administration advertised the 'Line Painting Tender' on Alberta Purchasing Connection (APC), The Echo/Pioneer and Mackenzie County Facebook Page. Submissions were due at the Fort Vermilion County office March 9, 2020 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

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

2020 Operating Budgets 32 & 33, total of \$100,270

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidder will be notified and APC will be updated.

## **POLICY REFERENCES:**

**Author:** S Wheeler      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2: (if required)

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Line Painting Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

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

**Author:** S Wheeler      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1171-20 Land Use Bylaw Amendment to Rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision “MHS” to Hamlet Residential 1 “H-R1” (La Crete)</b>

## BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone the following; Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision “MHS” zoning district to Hamlet Residential 1 “H-R1” zoning district to allow for a Dwelling-Duplex. Currently, this lot in MHS allows Manufactured Homes as permitted uses with the option of a Dwelling-Single Family as a discretionary use.

The intention of the Manufactured Home Subdivision is to permit the development of larger, newer manufactured homes on subdivided lots in urban areas. This lot is surrounded solely by manufactured homes.

The applicant would like to rezone this lot, because he feels that this area needs to have better rental options. A Dwelling-Duplex is a discretionary use in the Hamlet Residential 1 “H-R1” zoning, which is believed to be a better zoning district.

The intention of the H-R1 district is to provide for single family dwellings, within all Hamlets through a variety of building forms while considering medium density residential forms permitted context compatibility.

Initially the developer was wanting to rezone this lot to Hamlet Residential 2, but second reading (Bylaw 1164-20) was defeated on February 10, 2020. An adjacent landowner believed that the proposed zoning was inappropriate for the proposed development. The following motions were made on the February 10, 2020 Council meeting:

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**MOTION 20-02-102**

**MOVED** by Councillor Bateman

*That second reading be given to Bylaw 1164-20 being a Land Use Bylaw Amendment to rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision “MHS” to Hamlet Residential 2 “HR-2” to accommodate a Dwelling-Duplex.*

**DEFEATED**

**MOTION 20-02-103**

**MOVED** by Councillor Bateman

*That first reading be given to Bylaw 1171-20 being a Land Use Bylaw Amendment to rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision “MHS” to Hamlet Residential 1 “HR-1” to accommodate a Dwelling-Duplex.*

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Current costs consist of advertising the public hearing and adjacent landowner letters, which was borne by the applicant.

**SUSTAINABILITY PLAN:**

**Strategy E25.2** Identify and promote each hamlet’s strengths in relation to fostering family-friendly environments

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

**COMMUNICATION/PUBLIC PARTICIPATION:**

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

**Author:** L Washkevich **Reviewed by:** C Smith **CAO:** \_\_\_\_\_

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1171-20 being a Land Use Bylaw Amendment to rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision "MHS" to Hamlet Residential 1 "HR-1" to accommodate a Dwelling-Duplex.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1171-20 being a Land Use Bylaw Amendment to rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision "MHS" to Hamlet Residential 1 "HR-1" to accommodate a Dwelling-Duplex.

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**BYLAW NO. 1171-20**  
**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 a Dwelling –  
Duplex.

**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:

Plan 982 5937, Block 23, Lot 28

within the Hamlet of La Crete, be rezoned from Manufactured Home Subdivision  
“MHS” to Hamlet Residential 1 “H-R1” as outlined in Schedule “A” hereto  
attached.

READ a first time this 10<sup>th</sup> day of February, 2020.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

---

Joshua Knelsen  
Reeve

---

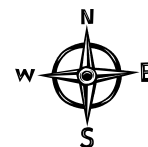
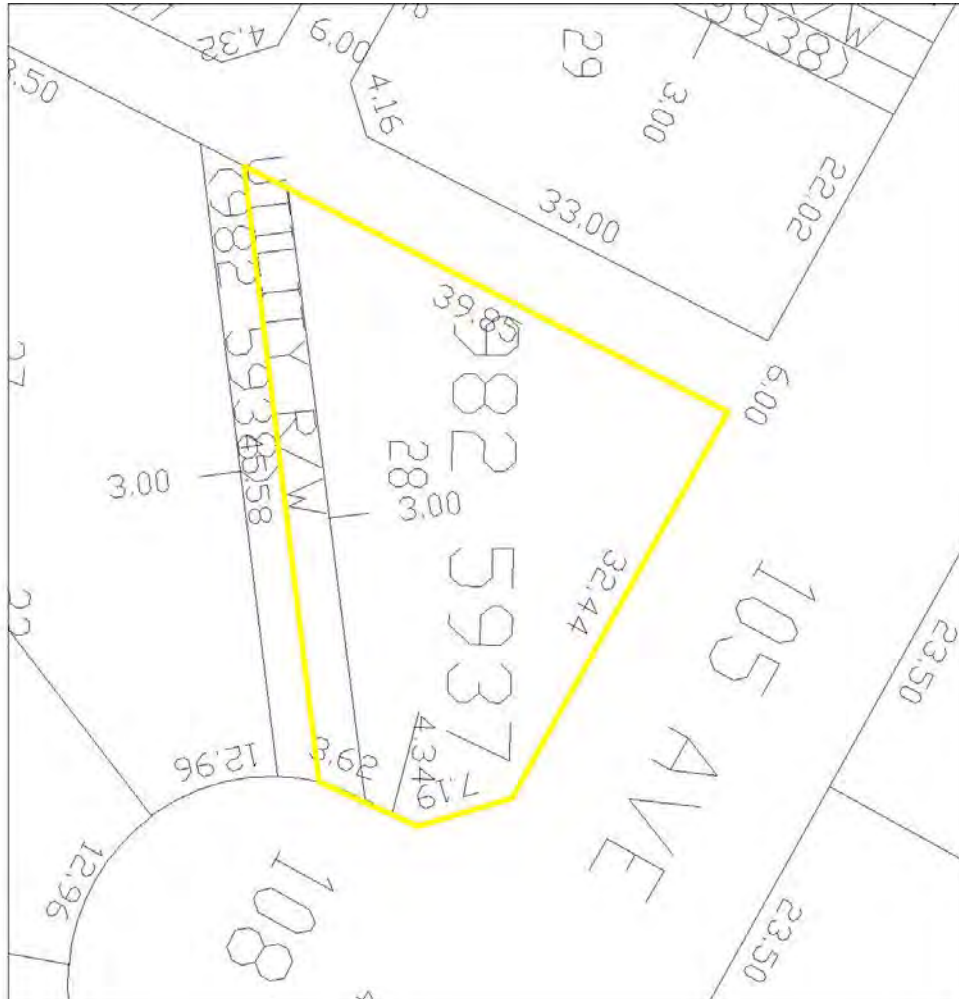
Lenard Racher  
Chief Administrative Officer

**BYLAW No. 1171-20**

**SCHEDULE "A"**

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

Plan 982 5937, Block 23, Lot 28 within the Hamlet of La Crete, be rezoned from  
Manufactured Home Subdivision "MHS" to Hamlet Residential 1 "H-R1"



FROM: Manufactured Home Subdivision "MHS"

TO: Hamlet Residential 1 "H-R1"



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

NAME OF APPLICANT		
ADDRESS		
CITY/TOWN		
POSTAL CODE (RES.)	PHONE	BUS.

**COMPLETE ONLY IF DIFFERENT FROM APPLICANT**

NAME OF REGISTERED OWNER <i>Isaac Giesbrecht</i>		
ADDRESS <i>Box 1558</i>		
CITY/TOWN <i>LaCrete</i>		
POSTAL CODE	PHONE (RES.)	BUS.
<i>T0H 2H0</i>	<i>780 285 9623</i>	

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT *10801 105 Avenue*

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>982 5931</i>	BLK <i>23</i>	LOT <i>28</i>
----------	------	------	-------	----	----	-------------------------	------------------	------------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Manufactured Home subdivision* TO: ~~*Hamlet Residential 2*~~

REASONS SUPPORTING PROPOSED AMENDMENT:

*He would like to rezone from MHS to ~~HR2~~ HRI because he wants to have better rental options for this area. His intent is to put a duplex on this lot.*

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *460.00* RECEIPT NO. \_\_\_\_\_  
*+ 100 - advertising.*

APPLICANT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

*X* *Isaac Giesbrecht*  
REGISTERED OWNER SIGNATURE

*Dec 2, 2019.*  
DATE

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

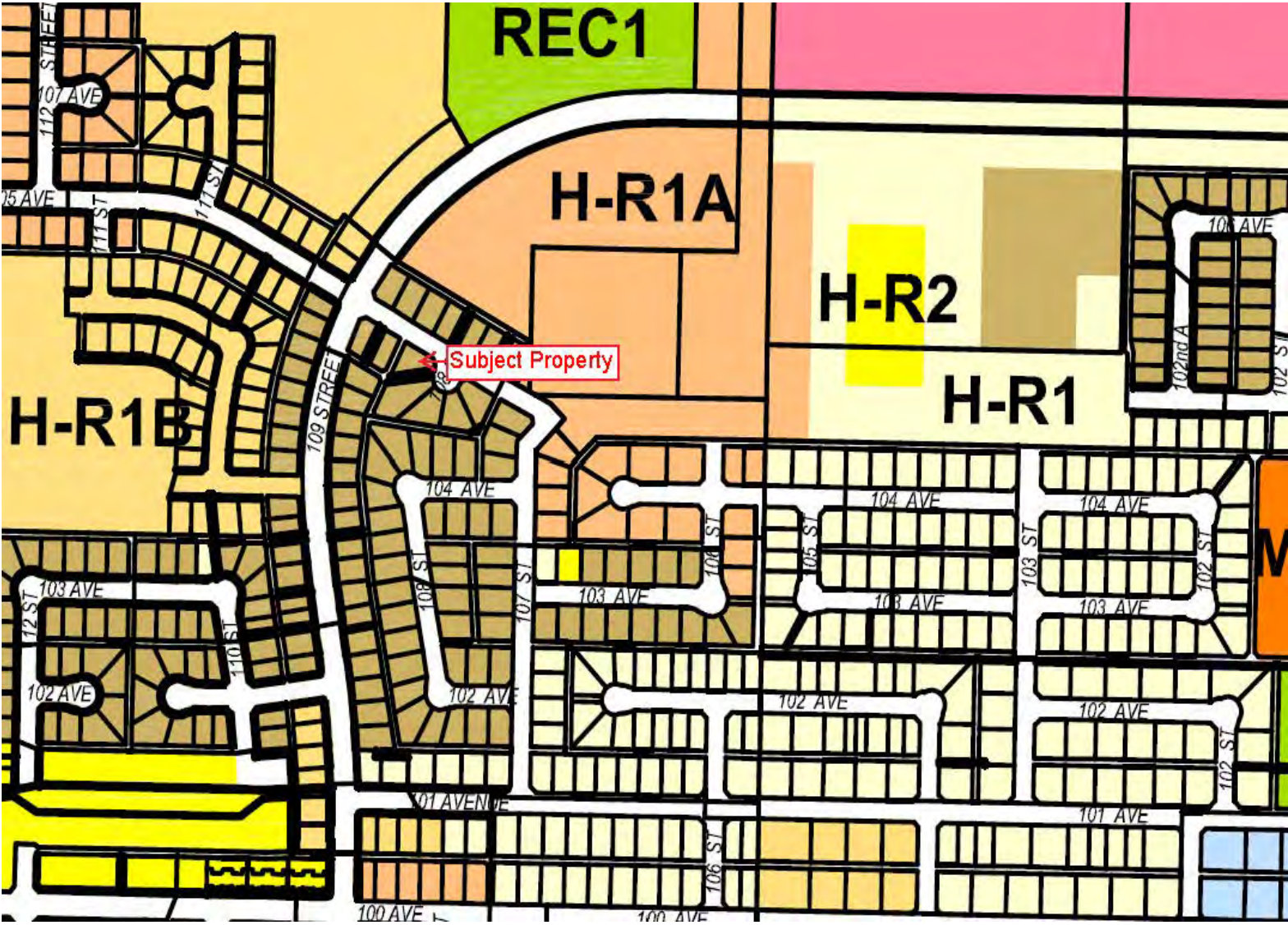


Mackenzie County

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



# BYLAW APPLICATION



File No. Bylaw 1171-20

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

NOT TO SCALE



**Mackenzie County**



# BYLAW APPLICATION



File No. Bylaw 1171-20

**NOT TO SCALE**

**Disclaimer**

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



**Mackenzie County**



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1171-20**

**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:**





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for February 2020</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for February 2020 are attached for information.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**Author:** J. Emmerson      **Reviewed by:** CG      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO & Director reports for February 2020 be received for information.

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

## **MONTHLY REPORT: CHIEF ADMINISTRATIVE OFFICER TO COUNCIL**

For the Month of February, 2020

From: Len Racher  
Chief Administrative Officer

### **FEBRUARY 2020 MEETINGS**

February 3	Project Update Meeting
	La Crete Industrial Lands Open House
February 5	Community Services Committee Meeting
February 6	Managers Meeting (Emergency Plan Review)
February 7	Agricultural Service Board Meeting
February 10	Regular Council Meeting
February 12	CAO Secretariat Meeting
February 13	NW IMT Participation / ICS 200 Conference Call with Ken Hawrylenko
February 18	Fair Deal Panel in Peace River
February 19	Growing the North Conference
February 20	Meeting with CAPP and Growing the North Conference
February 21	RMA Zone Meeting
February 24	Meeting with Bridge Technologist, MPA Engineering
February 25	Committee of the Whole Meeting
February 26	Regular Council Meeting
February 27	Meeting with Associate Minister of Natural Gas
February 28	Meeting with Forestry Kevin Hunt
February 28	RMA 2020 Budget Teleconference

We are working diligently to arrange meetings with the ministers at the Spring RMA Conference.

Respectfully,

Len Racher  
Chief Administrative Officer

## **REPORT TO THE CAO**

For the Month of February, 2020

From: Carol Gabriel  
Deputy Chief Administrative Officer  
(Legislative & Support Services)

### **Meetings Attended**

- 2020-01-23 to 2020-02-04 Vacation
- 2020-02-06 Managers meeting to review emergency plan documents, etc.
- 2020-02-07 Subdivision & Development Appeal Board Hearing
- 2020-02-10 Council Meeting
- 2020-02-12 Attended the CAO Secretariat meeting in High Level along with the CAO to discuss the Tri-Council meeting agenda.
- 2020-02-13 Attended a teleconference meeting with AEMA to discuss the IMT participation and training.
- 2020-02-14 Attended a meeting with a developer in La Crete along with the CAO and planning department.
- 2020-02-18 Meeting with Lane Quinn Benefits Consultants to discuss various matters.
- 2020-02-18 – 2020-02-20 Growing the North Conference in Grande Prairie
- 2020-02-21 Rural Municipalities of Alberta Zone meeting.
- 2020-02-24 Attended a meeting with MPA Engineering regarding bridges along with the CAO, Dave Fehr, and Byron Peters.
- 2020-02-25 Committee of the Whole Meeting
- 2020-02-26 Council Meeting and travel to Edmonton
- 2020-02-27 Attended a meeting with the Associate Minister of Natural Gas along with the Reeve, CAO, Northern Lights Gas Co-op, and Tall Cree First Nation.
- 2020-02-28 Meeting with Kevin Hunt from Forestry regarding an update on the Chuckegg Creek Wildfire.
- 2020-02-28 Attended a teleconference meeting held by RMA regarding the 2020 provincial budget. In attendance were the CAO and Director of Finance.
- Various other individual or departmental meetings.

### **Council**

- Preparing for various meetings of Council, correspondence, etc.
- Research and responding to inquiries.
- Travel arrangements for Growing the North Conference, Rural Municipalities of Alberta Spring Convention and FCM Conference.
- Preparing for Council's strategic priorities workshop on March 5, 2020.
- Working on action items from the Tri-Council meeting, including letters and the creation of an Action List.
- Coordinating ministerial briefings for potential meetings during the Rural Municipalities of Alberta Spring Convention.

**Appeal Boards**

- Subdivision & Development Appeal Board hearing was held on February 7, 2020.

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

- Preparation of the 2019 Annual Report has begun. Expected completion date is May 15, 2020.
- Final 2020 Budget Document is being prepared and will be posted online.

**Human Resources:**

- Collective Agreement document has been signed.
- Advertising for the summer/seasonal positions has been released.

**Records Management:**

- Ongoing requests for access to information.

**Enhanced Policing**

- Regular updates to Council are scheduled for the second council meeting of each month.
- Q3-Q4 billing is currently under review. Requested a meeting with the S/Sgt to discuss.

**Events/Community Engagement:**

- An RFD will be presented to Council on March 10<sup>th</sup> regarding the annual Open Houses.

**Emergency Management**

- Working on updating the Emergency Directory and Agency contacts as well as other components of the emergency plan.
- Next meeting of the Northwest Alberta Regional Emergency Advisory Committee is scheduled for March 4, 2020.

**Other:**

- Weekly advertisements to the newspaper.
- Ongoing updates to the County's Social Media including the website, Facebook, etc.
- Ongoing form review and updating.
- Preparing for various meetings.
- Travel and meeting coordination.
- Assisting other departments as required.



## MONTHLY REPORT TO THE CAO

For the Month of February 2020

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/20	This year will include a comprehensive condition assessment of valves in FV.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/20	Plan to repair any remaining trickle system services this coming summer.
Potable Water Supply North of the Peace River	Oct/20	EOI was sent in to ICIP and our expression of interest was not accepted to their project short list.
Waterline Blue Hills	Oct/20	EOI was sent in to ICIP and our expression of interest was not accepted to their project short list.
Diversion Licence Review	Dec/20	Proceeding as discussed. Topic of discussion at Water North Coalition. Diversion licence amendment for LC wells signed off. Letter sent to minister and MLA. Continuing work on other aspects of diversion licence review.
La Crete Future Water Supply Concept	Dec/20	Working on RFP scope details.
LC Future Utility Servicing Plan	April/20	Ensuring the storm water and sewer plans fit with industrial development strategy that P & D is completing.
LC – Well #4	Nov/20	Updated application for funding under the Alberta Municipal Water/Wastewater Partnership program with new estimates. Awaiting approval.

LC – Sanitary Sewer Expansion	Mar/20	Received final report and currently working on off-site levy bylaw. Phase 2 design is well under way.
ZA – Sewage Forcemain	Oct/20	EOI was sent in to ICIP and our expression of interest was not accepted to their project short list.
ZA- Distribution Pump House Upgrades	Jun/20	Working on change of project scope to get project closer to budgeted estimate.
ZA- Lift Station Upgrades	Jun/20	Will apply for grant funding in a future year as per council motion.

**Personnel Update:**

--

**Other Comments:**

Dealt with PLC issues at the Zama WTP that required us to treat water manually. It was a good test to see how our system operates and tests the operators knowledge in calculating chemical dosages.
--

Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County

# COMMUNITY SERVICES BYLAW / SAFETY OFFICER

## Month End Summary February 2020 Enforcement & Safety

### Enforcement

- Checked for dogs in Fort Vermilion and La Crete.
- Checked walking trails for Automobile and ATV traffic.
- Continuing to monitor garbage collections on Wednesday's in La Crete.
- Received new dog tags as well as working towards implementation of online registration for dogs.
- Prepared information package for property clean ups working with Development.

### Health and Safety

- Continued working with JHS committee and attending LC Office Health & Safety Meetings.
- Complete 4 investigations into Incidents follow up completed
- Set up first aid course for March 17<sup>th</sup> 18<sup>th</sup> in Fort Vermilion
- Chaired one safety meeting in Fort Vermilion Shop.
- Completed my assigned formal work site inspections with Dave Fehr & Durwin Moberly
- Assisting with upcoming maintenance audit.
- Reviewing hazard assessments and safe work procedures with office staff.
- Sanding office sidewalks after the freezing rain.

### Communication

- Sent back test radios for the Roads Department successful trial run.
- Reviewing and confirming Tower contracts and locations with the Directors.
- Discussed final 88 corridor coverage with Development.

Ron Dyck  
Enforcement & Safety Officer

## MONTHLY REPORT TO THE CAO

For the Month of February 2020

**From:** David Fehr  
Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity	Timeline	Comments
Road Maintenance	Ongoing	Due to the warmer temperatures and rain, crews have been out actively trying to deal with the ice.
Ice bridge	Ongoing	Open for 63,500 kgs with regular maintenance flooding occurring.
Town cleaning	Cleaned	Both La Crete and Fort Vermilion have had the streets cleaned twice
Runway Maintenance	Ongoing	The rains in February created a lot of ice conditions on the runways and a lot of effort has gone into removing the ice.
Sidewalks and walking trails	Ongoing	Snow and ice removal is an ongoing job.

Projects	Timeline	Comments
Crack Sealing and Line Painting	Preparing	Start preparing the crack sealing and line painting contract for the 2020 year.
Ski Hill	Ongoing	Working with the ski hill society with the access to the ski hill.

### Meeting Schedule

**Feb 3** Project update meeting  
**Feb 4-5** Asphalt conference  
**Feb 6** Managers Meeting  
**Feb 7** Meet with Environment and Parks  
**Feb 10** Council Meeting

**Feb 19     Joint Health and Safety Meeting**  
**Feb 25     Committee of the Whole Meeting**  
**Feb 26     Council Meeting**  
**Feb 27     Team Meeting**

Respectfully,

David Fehr  
Director of Operations

## MONTHLY REPORT TO THE CAO

For the Month of February, 2020

**From:** Grant Smith  
Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2019	Roadside spraying is complete, except for spot spraying on Provincial Hwys. The County signed a service agreement with AT to spot spray patches. Spot spraying is complete. The county has a "Do Not Spray" program for producers who wish to assume responsibility for weed control along their property. To date there are 125 signed agreements.
Weed Inspection	2020	Weed assessments are being reviewed and the Assistant Fieldman will be interviewing landowners with noxious weed problems to plan control strategies in 2020.
Buffalo Head Truck Fill Hay Lease	2020	Bids were opened at the November 27 <sup>th</sup> council meeting. A total of six bids were received on 6.5 acres of brome/alfalfa hay ground. The highest bid was \$375 for a three year term.
Emergency Livestock Response Plan	April 2020	The Draft has been completed, meetings are scheduled with local Ag Society's to discuss MOU's to use their facilities as Livestock Relocation Centers during a livestock evacuation. The ELRP will be presented to the ASB on March 20 <sup>th</sup> .
Wolf Bounty	January 2020	The Wolf Bounty was discontinued on January 17 <sup>th</sup> as program funds were depleted. Total number of wolves tagged: 640
Shelterbelt Program	Spring 2020	Administration is currently seeking other options for the Shelterbelt program as it

		appears the current one is insufficient to ratepayer needs. Application deadline was December 31 <sup>st</sup> . The order has been placed.
VSI Program	November 09, 2018	The annual VSI AGM is scheduled for November 9 <sup>th</sup> in Peace River. 16 Municipalities participate in the program. There was a significant increase in VSI usage in 2019.
Water Pumping Program	November 2019	To date there have been 32 Pump Rentals. 2019 saw the most rentals since the program was started.

**Capital Projects**

Projects	Timeline	Comments
Blue Hills erosion repair Twp Rd 103-2		Although this is not a project yet, the ASB held a meeting with local landowners to discuss this problem on July 23 <sup>rd</sup> at the Tompkins Firehall. 4 of 5 affected landowners have signed agreements. This is approved as a capital project in 2020.

**Personnel Update:**

--

**Other Comments:**

--

## MONTHLY REPORT TO THE CAO

For the Month Ending February, 2020

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2019 Operating & Capital Budget	Ongoing	Final review and reconciliations for the 2019 Year End Audit ongoing.
MSI Reporting	Ongoing	2019 Projects have been submitted, and approved. Financial Statement Audit review by Municipal Affairs completed.
GAS Tax	Ongoing	2018/19 project submitted for approved. Financial Statement Audit review by Municipal Affairs ongoing.
Disaster Recovery Program  -Peace River Ice Jam / Overland Flood  -Chuckegg Wildfire  May wildfires	Ongoing	No update.  Continue to receive invoices for services during the wildfire.  Reviewed project costs, required documentation are 8 projects have been compiled and submitted to DRP.  Reviewed project costs, and required documentation have been submitted to DRP.
2020 Operating & Capital Budgets	Ongoing	Update approved 2020 Operating Budget released to Directors.  Approved 2020 Project Budgets to be released to Directors.  Review 3 year operating plan, and 5 year capital plan requirements required for 2020.



Grants to Non Profits	Completed	2020 approved grant letters and cheque requests released.
Tax Collection – Lawyer	Ongoing	2 tax collection files currently 1 – awaiting response from ratepayer 1 – demand letter sent and initial response received.

## **Monthly Report to the CAO**

For the Month of February, 2020

**From:** Don Roberts  
Director of Community Services

---

### **Meetings Attended in February 2020**

5<sup>th</sup> Community Services Meeting  
5<sup>th</sup> Alberta Agriculture and Forestry  
6<sup>th</sup> Managers Meeting  
10<sup>th</sup> Council Meeting  
13<sup>th</sup> Discussion with AEMA Bob Ford in regards to NW Incident Management Team.  
18<sup>th</sup> – 21<sup>st</sup> Alberta Emergency Management Agency Summit - Edmonton  
25<sup>th</sup> Committee of the Whole  
25<sup>th</sup> Fort Vermilion Rec. Society/Fort Vermilion Ag. Society Meeting  
26<sup>th</sup> Council Meeting  
27<sup>th</sup> Meeting with Susan Siemens / Jubilee Park

### **Fort Vermilion, La Crete and Zama Fire Departments**

Activity Summary Report for February 2020

03 - Alarms  
04 - Fire  
11 - Medical Co-response  
05 - Motor Vehicle Incident

### **Health and Safety**

Nil Report

### **Waste**

Investigating options for La Crete Transfer station to be able to provide an improved service for clients with Dump Trailers.  
Will be bringing findings and Fee schedule suggestions back to Council.

## **Parks and Recreation**

Park Maintenance Tender was developed with a closing date of March 24th.

It is proposed that the Fort Vermilion Recreation Society enter into an Agreement with the Agriculture Society / Heritage Committee for the operations of the Museum. An agreement is being drafted.

## **Building Maintenance**

<b>Location</b>	<b>Repair Performed</b>
La Crete Office	Checked heating system, fan motor in heat pump needs to be replaced.
County House	Replace flapper in toilet tank.
Fort Vermilion Office/ La Crete Office	Replace water filters under kitchen sinks
La Crete Fire Hall	Repair damaged overhead door
La Crete WTP	Check emergency lighting- replaced 2 batteries and repaired 1 light head wire connection.
Zama Office	Replace part of urinal flush valve.
La Crete Fire Hall	Replace carbon monoxide detector that is connected to the exhaust fan
La Crete Fire Hall	Install air shore line and replace electrical cord plugin for shoreline.

## **Other Information**

Met with representative from Canada Post in Zama. She was very receptive to a plan "B" being developed with regards to the relocation of the Zama Post office. Location was discussed with the cost of moving post office boxes being Mackenzie County's responsibility. The contract and security clearances would be waived due to the fact they would be entering into an agreement with a municipality. Timings of the post office be opened would be very flexible.

The Canada Post representative assured us that this would be an easy transition.





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Fort Vermilion Recreation Society – Emergent Funds Request</b>

**BACKGROUND / PROPOSAL:**

Recently the Fort Vermilion Recreation Manager contacted administration with the following request to refund the Society for maintenance expenditures incurred in 2019. The Society also requests funds immediately for a 2020 repair.

Project	Amount	Maintenance Year
1. Heat Tape for Main Entrance	\$1,900.44	2019
2. CO2 Detector Zamboni Room	\$1,816.96	2019
3. Replace Lights at Outdoor Rink	\$2,243.82	2019
4. Boiler Pumps	\$5,981.95	2020

1. The project for new down spouts was completed the spring of 2019 and heat trace tapes were in working condition. In the Fall of 2019 it was discovered that some of the heat tapes were no longer working. The Society felt they needed to replace these items before the winter months or risk the new down spouts freezing and cracking.
2. During an inspection by the Government of Alberta in May of 2019 it was discovered that the building did not have a gas monitor in the Zamboni room. They requested that this item be installed within 30 days of the inspection.
3. Five of the six lights burnt out at the outdoor rink. The lights were replaced with new LED lights. The new lighting is assumed to cut down on maintenance and should not need to be replaced for five years or more due to their increased life expectancy. With their tight budget for the outdoor rink and increased cost in water for flooding, it is believed this repair would limit their general upkeep cost of the outdoor rink.

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

4. Boilers were replaced last year as a Capital project. The Society did not replace the pumps as they were only two and four years old. In January pump #1 stopped working completely and pump #2 began making noise. It was recommended that both be replaced by two different contractors. If the last pump quits there will be no heat or hot water supply for the building.

**OPTIONS & BENEFITS:**

Option 1

Approve all requests.

Option 2

Approve only the Boiler Pump replacement request.

Option 3

Deny all requests.

**COSTS & SOURCE OF FUNDING:**

Total funding request - \$11,943.17  
\$5,961.22 – Grants to Other Organizations  
\$5,981.95 – General Capital Reserve

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

ADM041 Recreational Capital Projects

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

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the 2020 Budget be amended to include \$5,961.22 for the following projects with funding coming from the Grants to Other Organizations Reserve:

1. Fort Vermilion Heat Tape for Main Entrance - \$1,900.44
2. Fort Vermilion CO2 Detector Zamboni Room - \$1,816.96
3. Fort Vermilion Replace Lights at Outdoor Rink - \$2,243.82

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That the 2020 Budget be amended to include \$5,981.95 for the Fort Vermilion Boiler Pumps Project with funding coming from the General Capital Reserve.

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







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Scoping Audit – Recreation Centers</b>

## **BACKGROUND / PROPOSAL:**

Scoping Audits provide direction and a base-level understanding of energy-saving opportunities within a facility and provide the necessary resources to prioritize and target these opportunities through an Implementation Project. Scoping Audits must be completed by an approved Program Ally.

At the April 8, 2019 Council meeting the following motion was made:

### **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**

Administration submitted an Expression of Interest (EOI) in 2019 with hopes of receiving grant funding. Council was advised that 100% cost for the Scoping Audit would be covered.

The granting body (Municipal Climate Change Action Centre) invited administration to submit a full proposal and application after they reviewed the EOI.

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

While preparing the full application, the following information was discovered:

The first rebate payment of 50% is paid upon completion of a pre-approved Scoping Audit. The second rebate payment of 50% is paid upon execution of an Offer Letter for an application of at least one unique Implementation Project identified in a completed Scoping Audit.

Typically, some of the Implementation Projects consists of:

- Building envelope upgrades including insulation, weather-stripping, and seals;
- Energy management control systems including direct digital controls, occupancy/motion sensors, and thermostats;
- Building automation systems;
- Heating, ventilation and air-conditioning (HVAC) systems including boilers and chillers, furnaces, heat pumps, ventilation systems, pipe insulation, air conditioners, thermal storage systems, and heat recovery systems;
- Motors including high-efficiency motors and variable frequency drives; and
- Combined heat and power systems.

### **OPTIONS & BENEFITS:**

La Crete Recreation Centre Scoping Audit	\$10,000
Fort Vermilion Recreation Centre Scoping Audit	\$10,000

#### **Option 1**

Continue with the application for Grant funding with the understanding that a cost of \$5,000 for each Recreation Centre, a total of \$10,000, could be incurred.

#### **Option 2**

Continue with the application for Grant funding with the understanding that Mackenzie County will move forward on an Implementation Project for each Recreation Centre.

#### **Option 3**

Cease application process.

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

Unknown at this time.

### **SUSTAINABILITY PLAN:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the application process for a scoping audit for the La Crete and Fort Vermilion Recreation Complexes through the Recreation Energy Conservation (REC) Program cease and that Motion 19-04-232 be rescinded.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Optimizing Alberta Parks – Letter Request</b>

**BACKGROUND / PROPOSAL:**

Recently Alberta Environment and Parks announced the closure of 20 parks and the possible partnership involving 164 parks.

Mackenzie County Community Services Committee is recommending to Council to write a letter requesting verification and an explanation of this announcement.

*Community Services Committee Services Unapproved Motion.*

*“That the County write a letter to the Minister of Environment and Parks asking for clarification on the recent announcement to Optimize Alberta Parks, which includes parks already under County care.”*

On the list of the 164 parks mark for partnership, Fort Vermilion Provincial Recreation area, Buffalo Tower Provincial Recreation area and Rainbow Lake Provincial Recreation area are included.

It has been understood that Mackenzie County already operates two of these sites and a non-profit organization out of Rainbow Lake operates the third site.

Explanation of the “Partnership” is requested.

**OPTIONS & BENEFITS:**

Write a letter as per Community Services Committees recommendation.

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

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That a letter be sent to the Minister of Environment and Parks requesting clarification on the recent announcement with regards to “Partnership” of the Fort Vermilion Provincial Recreation area and the Buffalo Tower Provincial Recreation area.

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

# News & Events

## Optimizing Alberta Parks

Changes to the Alberta Parks system will allow government to focus its energy on renowned signature destinations and examine opportunities for other groups to operate smaller parks and day-use areas.

### Immediate changes that will occur in 2020:

- [Twenty parks](#) will have full or partial closures in 2020. Some of these will be full park closures and others will have partial closures, where either their campgrounds or specific facilities are closed to public access, with the remaining park areas open, but non-serviced.
  - Non-serviced means that services, such as garbage collection and grounds-keeping do not occur in the remaining accessible park areas.
- Shortened operating seasons (late opening and early closures) in some provincial campgrounds (check [Reserve.AlbertaParks.ca](http://Reserve.AlbertaParks.ca) or park-specific websites).
- Beginning fall 2020, there will be no groomed cross-country track setting in the three main areas traditionally groomed by government staff in the Kananaskis Region. These areas are: Peter Lougheed, Mt. Shark and Kananaskis Village area. Grooming will continue to occur at the Canmore Nordic Centre. Track-setting will continue to occur in the West Bragg Creek area, done by the West Bragg Creek Trails Association.
- Closures of Barrier Lake and Elbow Valley visitor information centres, and Dinosaur Provincial Park comfort camping.
- Service fee increases:
  - Increase of \$3 on the base camping rate at most Alberta Parks campgrounds.
  - A \$1 increase for each applicable service fee related to power, water, sewers and showers (where those services are provided).
  - A \$1 increase to equestrian corral fees at backcountry sites Kananaskis Region.
  - A \$10 increase for sites that were at the low end of the fee range charged for comfort camping and group camping. This will only affect those sites that were at the low end of the fee range. Please see [group camping](#) and [comfort camping](#) for details on costs.
- Where there are currently partnership agreements with facility operators or not-for-profit organizations, these are highly valued and will be maintained.

## Sites proposed for partnerships

The government has assessed all 473 sites in the Alberta Parks system and identified 164 sites proposed for partnerships. These proposed changes account for less than one per cent of the Alberta Parks land base and would not impact protected areas managed for conservation.



Sites removed from the parks system would have their legal park designations removed, and could be open for alternate management approaches. This includes potential [Park Partnerships](#) through transfer to another entity such as a municipality, so that sites could continue to provide important economic and recreational benefits to local communities. Some of the sites could also stay open under a public lands management model or revert back to vacant public land.

- The [164 sites](#) proposed for partnerships are mainly recreation-focused sites, and many are very small and under-utilized [Provincial Recreation Areas](#). Work is underway to explore the feasibility of various alternate management approaches for each site.
- To learn more about future partnership opportunities, please visit [Park Partnerships](#).

## More Information

- [List of impacted sites \(pdf\)](#)
- Maps showing 2020 closures and proposed sites to be removed from the Alberta Parks system:
  - > [Provincial \(pdf\)](#)
  - > [Northern Alberta \(pdf\)](#)
  - > [Central Alberta \(pdf\)](#)
  - > [Southern Alberta \(pdf\)](#)
- [Park Partnerships](#)

Search Events

### [Saturday Ski and Snowshoe](#)

📍 [Lesser Slave Lake Provincial Park](#)

📅 [Saturday, March 7, 2020](#)

### [Calforex Cup #3, NorAm #3 Alberta Winter Games Qualifier](#)

📍 [William A. Switzer Provincial Park](#)

📅 [Saturday, March 7, 2020 - Sunday, March 8, 2020](#)

### [Snowy Saturday - March 7th](#)

📍 [Aspen Beach Provincial Park](#)

📅 [Saturday, March 7, 2020](#)










### [Season End Celebration & Community Ski Day](#)



Site Name (Remove from the System)	Size (ha)	Type of Use (overnight, day use, group use)
Oldman River North Provincial Recreation Area	39.49	overnight + group use
Oldman River Provincial Recreation Area	2.42	overnight
Racehorse Provincial Recreation Area	14.23	overnight
Waterton Reservoir Provincial Recreation Area	22.36	overnight
Coal Lake North Provincial Recreation Area	5.88	day use
Riverlot 56 Natural Area	108.65	day use
Bigelow Reservoir Provincial Recreation Area	12.17	day use
Bleriot Ferry Provincial Recreation Area	1.89	overnight
Buffalo Tower Provincial Recreation Area	19.76	day use
Fort Vermilion Provincial Recreation Area	5.03	overnight
Peace River Provincial Recreation Area	5.28	Previously closed
Rainbow Lake Provincial Recreation Area	25.40	overnight
Twin Lakes Provincial Recreation Area	4.97	overnight
Aylmer Provincial Recreation Area	7.35	overnight
Beaverdam Provincial Recreation Area	110.36	overnight
Brown Creek Provincial Recreation Area	3.42	overnight
Cartier Creek Provincial Recreation Area	44.45	overnight + group use
Chambers Creek Group Camp Provincial Recreation Area	74.00	group use
Chambers Creek Provincial Recreation Area	38.54	overnight
Cow Lake Natural Area	391.66	day use
Deer Creek Provincial Recreation Area	4.50	group use

# Optimizing Alberta Parks Northern Alberta

## Legend

-  2020 Partial Closure (campground or facility closure - remaining park areas will be open to public access, but non-serviced)
-  2020 Full Closure (entire site will be closed to public access)
-  Proposed site partnership
-  Provincial Electoral Division \*
-  National Park
-  Population Centre
-  First Nation
-  Metis Settlement
-  Military Base / Air Weapons Range

\* Due to space constraints, Provincial Electoral Divisions within cities are not labelled.

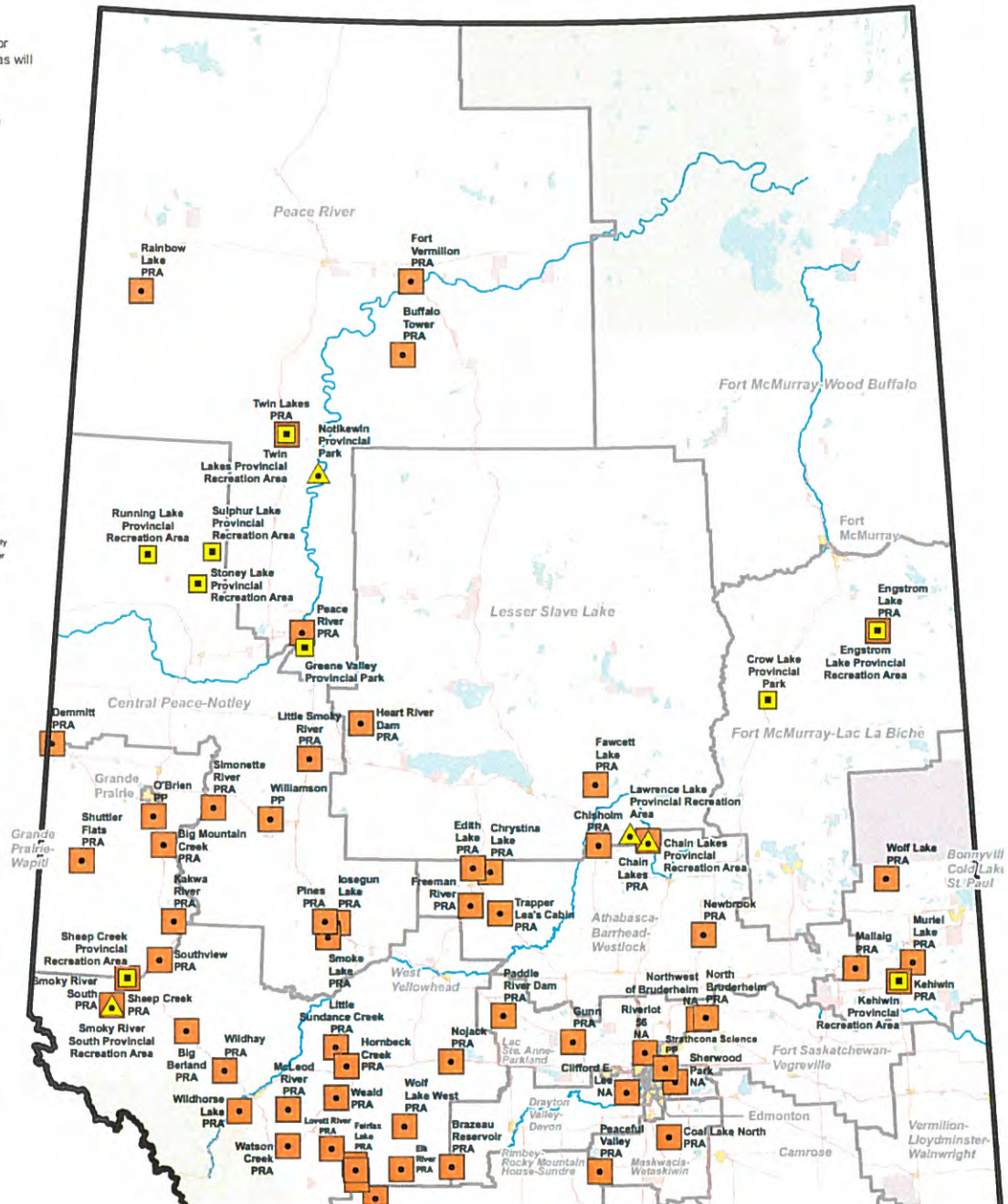


Produced by Parks Division, Alberta Environment and Parks, February 25, 2020.  
Base data provided by the Government of Alberta under the Alberta Open Data License of (2018).

The Minister and the Crown provides this information without warranty or representation as to any matter including but not limited to whether the data/information is correct, accurate, or free from error, defect, danger, or hazard and whether it is otherwise useful or suitable for any use the user may make of it.



Shown but not labelled:  
Proposed removal from parks system:  
Pembina Forks PRA





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1174-20 Fee Schedule Amendments</b>

## **BACKGROUND / PROPOSAL:**

Administration has observed the need for additional and amended fees in the Fee Schedule Bylaw.

A proposed addition is a \$25 fee for transfer of business license under new ownership. In 2019, approximately 5 businesses were discovered by administration to have been under new ownership after repeated calls and letters to business owners. Most businesses keep their existing business name and need to update the County with their information.

Administration is also proposing an amendment in the electrical permit fee structure for residential and farm building additions. Currently, developers pay the same minimum electrical fee as new construction single family dwellings. The proposed amendment is to move additions and farm building from the residential installations electrical fee grid to the other than new non-residential and renovation electrical fee grid. This allows the electrical permit fee to be based on cost of installation rather than square footage.

At the February 25, 2020 Committee of the Whole meeting, Council discussed current costs covered by developers. The cost of engineering and subdivision re-inspection is absorbed by the County when developers fail to complete jobs to appropriate standards prior to inspection and the County is required to bring an engineer back to re-inspect at a later date. Subdivision fees are intended to cover inspection costs incurred by the County, however these fees are not intended to cover additional inspections.

Addition of fee for re-inspection by an engineer. This would include the entire fee charged by the municipal engineer as well as a \$500 administration fee to cover additional time and resources spent by the County to accommodate the developer.

**Author:** N. Friesen      **Reviewed by:** B. Peters      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

Council has the option to pass, defeat or table the motion provided.

**COSTS & SOURCE OF FUNDING:**

Minimal revenue will be gained by adding charges for transferring business licenses. Mackenzie County incurs costs through repeated phone calls and letters sent to business owners attempting to resolve unpaid business license fees.

There is minimal revenue lost by moving electrical installations for additions and farm buildings to a cost based grid.

The re-inspection costs will be recovered in full.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

The proposed amendments will not require public participation.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority
- Requires 2/3
- Requires Unanimous

That first reading be given to Bylaw 1174-20 being the Fee Schedule Bylaw amendment for Mackenzie County.

Motion 2

- Simple Majority
- Requires 2/3
- Requires Unanimous

That second reading be given to Bylaw 1174-20 being the Fee Schedule Bylaw amendment for Mackenzie County.

Author: N. Friesen Reviewed by: B. Peters CAO: \_\_\_\_\_

Motion 3

- Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1174-20 being the Fee Schedule Bylaw amendment for Mackenzie County at this meeting.

Motion 4

- Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1174-20 being the Fee Schedule Bylaw amendment for Mackenzie County.

**Author:** N. Friesen      **Reviewed by:** B. Peters      **CAO:** \_\_\_\_\_

**BYLAW NO. 1174-20**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY FEE SCHEDULE BYLAW**

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

**WHEREAS**, Mackenzie County has adopted a Fee Schedule Bylaw 1114-18, and

**WHEREAS**, the Mackenzie County has deemed it desirable to amend portions of the Mackenzie County Fee Schedule Bylaw.

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

1. That the Mackenzie County Fee Schedule Bylaw; Business Licenses Fees, Development Fees and Safety Codes Fees be AMENDED as follows:

**BUSINESS LICENSES**

Item	Amount	GST
<b>Fees:</b>		
ABL – Transfer of Ownership ( <b>NEW</b> )	\$25.00	N/A

**DEVELOPMENT**

Item	Amount	GST
Subdivision Re-Inspection fee ( <b>NEW</b> )	Municipal Engineer’s Fee Plus \$500 Administration Fee	N/A

**SAFETY CODES FEES**

<b>ELECTRICAL PERMIT FEES</b>
-------------------------------

<b>RESIDENTIAL INSTALLATIONS</b> (New Single Family Dwellings, <b>Additions and Farm Buildings</b> )
--

**OTHER THAN NEW NON-RESIDENTIAL AND RENOVATION, Additions and Farm Buildings**

2. This Bylaw shall come into force and effect upon receiving third reading.
3. This Bylaw amends Bylaw 1114-18 Fee Schedule Bylaw.

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

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

---

Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>2020 Provincial Budget Release</b>

## **BACKGROUND / PROPOSAL:**

On February 27<sup>th</sup>, the Provincial Budget for 2020 was released. The effects to the County vary based on budget requirements, and capital projects planned.

The County applies to various granting agencies to assist with project funding in any given year. Some grants have either been reduced, or eliminated. These reductions or grant closures will effect how Mackenzie County is able to fund some of the essential projects by either having to reduce the scope of some projects, increase the time it takes to complete a project to allow for funding, or fund by way of Reserves. The full impact of how these grant changes will impact the County have not been fully realized, and are being investigated departmentally further.

Highlights on some of the grants are as follows:

Municipal Sustainability Initiative (MSI)	Operating had a small increase of \$3,000, and Capital had a decrease of \$300,000 +/-
Gas Tax Fund (GTF)	An increase of \$100,000 to 2019
Alberta Community Partnership (ACP)	Remained the same
Small Communities Fund (SCF)	Eliminated
Alberta Municipal Water and Wastewater Partnership (AMWWP)	A budget decrease from \$32m - \$14m
Water for Life (WFL)	Increase of \$8m
Grants in Place of Taxes (GIPOT)	saw a 25% reduction in funding in the 2020 budget to 50%
FireSmart	Decrease of \$14m
Orphan Well Abandonment	Increase from \$59m - \$69m
Community Initiatives Program	Decreased \$5m to \$19.7m
Community Programs including FCSS, AFRRCS, Library, Agricultural Societies	Stable

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

Agricultural Service Boards (ASB)	Decreased budget by 25%
Animal Health, Ag Pest, and Weed Control	Reduction of \$4m

Bulletin and Preliminary Analysis from the Rural Municipalities of Alberta (RMA) and the Alberta Urban Municipalities Association (AUMA) are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:.**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2020 Provincial Budget Report be received for information.

Author: J. Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Edmonton - South West*

February 27, 2020

Dear Chief Elected Officials and Chief Administrative Officers:

I am writing to provide more information about Budget 2020 that my colleague Minister Travis Toews has delivered in the legislature. Specifically, I would like to give some details on the key items for Municipal Affairs that impact municipalities in Budget 2020.

Overall, Budget 2020 maintains the direction set in Budget 2019, with a few minor changes.

First of all, it is important to note that there is no change to the Municipal Sustainability Initiative (MSI) funding announced in Budget 2019 for fiscal years 2020-21 and 2021-22.

The Local Government Fiscal Framework begins in 2022-23 at \$860 million, as announced in Budget 2019. We look forward to working closely with the Alberta Urban Municipalities Association and the Rural Municipalities of Alberta in determining how the Local Government Fiscal Framework funding will be allocated to individual municipalities, and in designing program criteria that provide the right balance of flexibility, autonomy, and accountability.

As announced in Budget 2019, the Grants in Place of Taxes payments are being reduced by an additional 25% in 2020-21 to 50% of requested amounts in 2018-19. Government needs to reduce operating spending while still providing municipalities a share of the cost of municipal services to Crown properties.

A new change in Budget 2020 is the elimination of the fire training grants to municipalities of \$500,000.00. This program has been eliminated to reduce operating costs and administrative burden. We will work with impacted communities to help build their own training capacity.

Budget 2020 also proposes that the Alberta Fire Responder Radio Communications System (AFRRCS) be transferred to the Alberta Emergency Management Agency from Service Alberta. This transfer will streamline emergency planning by consolidating critical emergency management infrastructure.

.../2

We have made some challenging decisions to get our fiscal house in order to ensure we have reliable funding for public services in the future. In addition to reductions to municipal grants, we have made significant department-level reductions in personnel and expenses. Through a variety of red tape reduction initiatives, we will continue to work with stakeholders to reduce the regulatory burden we impose on you, and to help you do the same for your businesses and residents.

All of us together, as leaders of this province, are committed to doing everything we can to get Alberta's economy back on track.

I look forward to working together with municipalities to realize a better future for all Albertans.

Yours very truly,

A handwritten signature in black ink, appearing to read 'Kaycee Madu', written in a cursive style.

Kaycee Madu  
Minister

cc: All Government Members

February 28, 2020

## Alberta Budget 2020-21: The Facts

The Government of Alberta has released [Budget 2020: A plan for jobs and the economy](#) for the 2020-21 fiscal year and [2020-23 Fiscal Plan](#).

The 2020-21 budget focuses on four key Government of Alberta priorities:

- Getting service to people who need them
- Getting Alberta back to work
- Getting spending under control
- Getting a fair deal

For a full breakdown of the budget and estimates, visit the [Government of Alberta's Budget 2020 webpage](#).

The following are details of the 2020-21 budget that will be important for RMA members:

- The Government of Alberta is expected to have an \$6.8 billion deficit in the 2020-21 fiscal year, a reduction from the previous year, in which a deficit of \$7.5 billion has been forecast. The deficit is targeted to decrease further to \$2.7 billion in 2021-22 and become a \$0.7 billion surplus in 2022-23.
- The 2020-21 Municipal Sustainability Initiative (MSI) funding components are as follows:
  - The MSI capital component is funded at \$963 million (which includes Basic Municipal Transportation Grant [BMTG] funding).
  - The MSI capital component is funded at \$30 million.
- MSI funding is projected to decrease to a total of \$927 million in 2021-22, before the program is replaced with the Local Government Fiscal Framework in 2022-23. This reduction is consistent with the plan presented in the 2019 provincial budget.
- The Strategic Transportation Infrastructure Program (STIP) has received \$15 million, a decrease of \$7.5 million from 2019-2020.
- Orphan Well Abandonment program funding has increased from \$55.8 million to \$69 million, due to a combination of an increased number of orphan wells and more efficient administration of the program.

2510 Sparrow Drive  
Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639  
FAX: 780.955.3615  
[RMAAlberta.com](http://RMAAlberta.com)

- The Education Property Tax Requisition is forecast at \$2.6 billion, an increase of \$102 million from the 2019-20 requisition level. This significant increase in the requisition will further limit the ability of municipalities to increase taxes to address other cost pressure introduced by the province, since as police costing and upcoming reduction in grant funding through the new Local Government Fiscal Framework.
  - The residential/farm rate has increased from \$2.56 to \$2.64 per \$1,000 of equalized assessment, and the non-residential rate has increased from \$3.76 to \$3.88 per \$1,000 of equalized assessment.
  - Approximately \$10 million will be deducted from education property tax revenue in 2020-21 and 2021-22 to support the continuation of the Provincial Education Requisition Program (PERC).
- Funding for provincial contract policing has increased from approximately \$263 million in 2019-20 to approximately \$280 million in 2020-21. This is likely due to the implementation of the new police costing model in which municipalities are required to contribute 10% of frontline policing costs under the Provincial Police Services Agreement in the 2020-21 provincial fiscal year. According to the Government of Alberta, the model will collect \$23.5 million in costs from municipalities in 2020-21, not including reductions after the application of various modifiers and subsidies. Additionally, the \$280 million amount above also includes police oversight, so determining the exact impact of the new police costing model on the budget amount is not possible with the information currently available.

Along with the release of Budget 2020, the Government of Alberta also tabled [Bill 4: Fiscal Planning and Transparency \(Fixed Budget Period\) Amendment Act, 2020](#). Bill 4 identifies that a provincial budget must be released each year in the month of February.

The attached backgrounder provides more budget highlights that may affect rural Alberta. The RMA will provide additional details through member bulletins as they become available. To view the complete budget and its supporting documents, please click [here](#).

Enquiries may be directed to:

Gerald Rhodes  
*Executive Director*  
[gerald@RMAAlberta.com](mailto:gerald@RMAAlberta.com)

Tasha Blumenthal  
*Director of External Relations and Advocacy*  
[tasha@RMAAlberta.com](mailto:tasha@RMAAlberta.com)

**Backgrounder Attached**

## **BACKGROUNDER: RMA Budget 2020-21 Details**

### **PROVINCIAL FINANCES**

- February 27, the Government of Alberta Tables Budget 2020 – *A Blueprint for Jobs*, continuing efforts to balance the budget by 2022-23. Four key focus areas are identified in budget 2020:
  - Getting Alberta back to work
  - Getting services to people who need them
  - Getting spending under control
  - Getting a fair deal
- The Government of Alberta’s deficit is expected be \$6.8 billion in the 2020-21 fiscal year, compared to an \$8.8 billion deficit in the 2018-19 budget. The Government of Alberta reports that this reduction in deficit will result in Albertans paying \$35 million less in debt servicing costs.
- Alberta’s estimated revenue is similar to the 2019-20 budget at nearly \$50 billion in 2020-21.
- Total expenditures will remain at approximately \$56 billion.
- Non-renewable resource revenue is estimated at \$5.09 billion and is projected to \$6.7 billion by 2021-22.
- To continue to promote Alberta’s investment opportunities, the Government of Alberta has earmarked \$75 million over three-years to support a new investment attraction strategy.
- Continued reductions on Alberta’s tax rate as part of the Job Creation Tax Cut are planned, bringing the tax rate from its current 10 per cent to 8 per cent by 2022.
- Budget 2020 includes utilizing a voted contingency to support risk management, which includes funding for emergencies and disaster based on with average provincial spending for wildfires, floods and agricultural disasters.

### **ADVANCED EDUCATION**

- Capital expansion and upgrading in post-secondary infrastructure decreased from \$207.7 million in 2019-20 to \$149.8 million in 2020-21.
- Capital maintenance and renewal of post-secondary infrastructure increased significantly from \$12 million in 2019-20 to \$118.5 million in 2020-21.

### **AGRICULTURE AND FORESTRY**

- The Ministry of Agriculture and Forestry’s business plan lists several key outcomes including:
  - Growth and Sustainability of Alberta’s Agriculture and Forest Sectors
  - Public Health and Safety
  - Responsible Resource Management
  - Thriving Rural Communities
- Budgeted amounts for Agriculture Income Support remain at \$89.6 million, however the forecast for 2019-20 far exceeded this budget at \$235 million.



- Agri-Insurance, Livestock and Hail Insurance remains relatively stable at \$407 million.
- Funding for rural programming and agricultural societies will be \$18.8 million.
- The 2019 Northwest Alberta Wildfires program will be funded with \$112 million, a decrease of \$6 million from the previous year.
- Forest management has decreased by \$5 million from the 2019-20 budget amount to \$51.2 million.
- Canadian Agricultural Partnership (CAP) funding will remain relatively stable at \$42.2 million.
- FireSmart will receive \$102 million, a decrease of nearly \$14 million from the 2019-20 allocation of \$115.8 million.
- Funding for crop and livestock health monitoring, which includes administration of the Animal Health Act, Agricultural Pest Act, and Weed Control Act will receive \$14.3 million, a decrease of \$4 million from the \$18.2 million allocated in 2019-20.
- Operating funding for Agricultural Services Boards has decreased from \$11.7 million to \$8.5 million.

#### **COMMUNITY SERVICES**

- The budget for the Alberta First Responders Radio Communication System (AFRRCS) will remain stable at \$17 million in 2020-21.
- Family and Community Support Services (FCSS) funding remains stable at \$100 million.
- Community Initiatives Program funding has decreased by \$5 million to \$19.7 million.
- Funding for the library services has increased by \$2 million to \$37 million in 2020-21.
- Funding for the Community Facility Enhancement Program (CFEP) will remain stable at \$25 million.
- Funding for the Assured Income for the Severely Handicapped (AISH) program remains relatively stable at \$1.3 million. Changes to the way AISH payments are delivered may cause concern for some recipients; your FCSS coordinator can work directly with AISH recipients on this issue.
- The 2020-23 Fiscal Plan includes a note about developing a broadband strategy to support regional economic development, an item RMA has been advocating for.

#### **CULTURE, MULTICULTURISM AND STATUS OF WOMEN**

- Funding for Culture, Multiculturalism and Status of Women is \$246.7 million.
- The Ministry's priorities are advancing gender equality, multiculturalism, inclusion and reducing red tape to support job creation in the creative and cultural industries. The Ministry is working with communities and all orders of government to address and prevent gender- based violence and violence against Indigenous women and girls and the LGBTQ2S+ community.

#### **ECONOMIC DEVELOPMENT, TRADE AND TOURISM**

- Funding for the Ministry of Economic Development, Trade and Tourism is \$290.3 million.
- Funding for Alberta Innovates Corporation decreased slightly from \$202.4 million to \$191.2 million.



- The Business Plan has indicated that one of the Ministry of Economic Development, Trade and Tourism key objectives is to implement an Investment and Growth Strategy to foster an economy that creates jobs and wealth while rebuilding Alberta’s reputation as the best and most responsible place to do business. RMA is looking forward to working with the ministry and would like to be a part of the engagement sessions.

## EDUCATION

- The total Education budget is \$4.8 billion.
- Student Transportation Services funding will increase from \$362.2 million to \$377.3 million.

## ENERGY

- Alberta Energy’s business plan identifies a number of outcomes of interest to RMA members:
  - Albertans benefit economically from responsible energy and mineral development and access to global markets
  - Effective stewardship and regulation of Alberta’s energy and mineral resources
- Continued effort to review the Alberta Energy Regulator will result in a leaner regulator.
- Orphan Well Abandonment program funding has increased from \$55.8 million to \$69 million, due to a combination of an increased number of orphan wells and more efficient administration of the program.
- \$30 million is allocated for the Canadian Energy Centre.
- Provincial funding of carbon capture and storage initiatives has increased from the previous year’s \$136.4 million to \$146.1 million.
- Funding for the Utilities Consumer Advocate has slightly decreased from \$8.1 million to \$7.2 million.
- The Coal Phase-Out Agreements are anticipated to cost \$96.9 million, which remains steady from the 2018-19 Budget.
  - \$7.4 million is allocated for the Coal Workforce Transition Program.

## ENVIRONMENT AND PARKS

- The business plan for Alberta Environment and Parks outlines the following key performance measures for 2020-21 are:
  - Environment and ecosystem health and integrity
  - Sustainable economic development
  - Public well-being
  - Public health and safety from environmental conditions and events
- As the development of regional plans under the Land-use Framework is set to continue, the budget for the Land Use Secretariat has decreased slightly from \$5.2 million to \$5.1 million.

- Budget 2020-21 includes the Technology Innovation and Emissions Reduction (TIER) program to support new climate technologies for large emitters as of January 1, 2020. Funding for Technology Innovation and Emissions Reduction has decreased from \$100 million to \$51 million.
- Funding for the Alberta Municipal Water and Wastewater Partnership (AMWWP) has decreased from \$32 million to \$13.7 million.
- Funding for the Wetland Restoration Program is \$6.0 million.
- Funding for Flood Adaptation has decreased from \$15.6 million to \$11.4 million.
- Funding for Water for Life has increased from \$43.3 million to \$51.3 million.
- Funding for First Nations Water Tie-in Program has decreased from \$18.3 million to \$12.8 million.
- Funding for wildlife management has increased from \$22 million to \$41.4 million.
- Funding for fisheries management has increased from \$7.4 million to \$10.5 million.

#### HEALTH, SENIORS AND HOUSING

- \$15.4 billion has been budgeted for Alberta Health Services (AHS) operations. This is consistent with the previous budget. When AHS releases their implementation plan in response to their performance review, RMA will evaluate and share the potential impacts on rural healthcare with members.
- The Ministry of Seniors and Housing has been budgeted \$728 million, an increase of \$24 million. This includes \$421 million for the Alberta Seniors Benefit, an \$18 million increase from the previous year.
- The budget also provides \$172 million for programs delivered by the Alberta Social Housing Corporation (ASHC), a decrease of \$11 million from the previous budget year.
- The Seniors Property Tax Deferral Program budget is steady at \$8.2 million.
- Funding for Alberta Primary Care Networks is \$243 million, an increase of \$5 million.
- The government is launching a new Rural Health Facilities Revitalization Program (RHFRP) that will provide infrastructure upgrades across rural Alberta. This year the RHFRP will be funded at \$5 million.

#### INDIGENOUS RELATIONS

- Funding for Indigenous Relations is \$221.5 million.
- The First Nations Development Fund has increased from \$123 million to \$135 million.

#### JUSTICE AND POLICING

- Funding for provincial contract policing has increased from approximately \$263 million in 2019-20 to approximately \$280 million in 2020-21. This is likely due to the implementation of the new police costing model in which municipalities are required to contribute 10% of frontline policing costs under the Provincial Police Services Agreement in the 2020-21 provincial fiscal year. According to the Government of Alberta, the model will collect \$23.5 million in costs from municipalities in 2020-21, not including reductions after the application of various modifiers and subsidies. Additionally, the \$280 million amount above also includes police oversight, so determining the exact impact of the new police costing model on the budget amount is not possible with the information currently available.

- The Policing Assistance to Municipalities Grant was increased slightly from \$88.2 million in 2019-20 to \$89.2 million in 2020-21. This grant is provided to municipalities with a population above 5000 to assist with municipal policing costs.
- Operating funding for criminal and youth prosecutions has decreased slightly from \$79.8 million in 2019-20 to \$78.5 million in 2020-21.
- The Alberta Justice and Solicitor General business plan includes several key objectives relevant to rural municipalities, including the following:
  - Improve law enforcement's rural crime response capability by increasing RCMP resources and creating the Rural Alberta Provincial Integrated Defence Force (the RAPID Force), which will allow provincial peace officers to better respond and assist the RCMP and other police services.
  - Work with policing partners and community stakeholders to address drivers of crime, including focused work on organized crime, drug trafficking and proceeds of crime.
  - Continue to enhance protection of Albertans' property rights, including introducing new legislation.
  - Hire additional Crown prosecutors to ensure criminal matters are dealt with in a timely and appropriate manner

## MUNICIPAL AFFAIRS

- The total Municipal Affairs budget is approximately \$1.43 billion.
- The Federal Gas Tax Fund will decrease from \$477 million to \$244 million as it returns to normal levels after a one-time federal doubling of Gas Tax transfers in 2019-20.
- The 2020-21 Municipal Sustainability Initiative (MSI) funding components are as follows:
  - The MSI capital component is funded at \$963 million (which includes Basic Municipal Transportation Grant [BMTG] funding).
  - The MSI capital component is funded at \$30 million.
- MSI funding is projected to decrease to a total of \$927 million in 2021-22, before the program is replaced with the Local Government Fiscal Framework in 2022-23. This reduction is consistent with the plan presented in the 2019 provincial budget.
- Alberta Community Partnership (ACP) funding holds steady at \$16.5 million, with the same amount projected for 2020-21 and 2021-22.
- Grants in Place of Taxes (GIPOT) has decreased from \$44.5 million in 2019-20 to \$30.1 million in 2020-21. This decrease is on top of a \$14.1 million decrease in the previous provincial budget. Over two budget years, GIPOT has decreased by nearly 50%, placing significant pressure on municipalities hosting provincial facilities and infrastructure.
- The Education Property Tax Requisition is forecast at \$2.6 billion, an increase of \$102 million from the 2019-20 requisition level. This significant increase in the requisition will further limit the ability of municipalities to increase taxes to address other cost pressure introduced by the province, since as police costing and upcoming reduction in grant funding through the new Local Government Fiscal Framework.

- The residential/farm rate has increased from \$2.56 to \$2.64 per \$1,000 of equalized assessment, and the non-residential rate has increased from \$3.76 to \$3.88 per \$1,000 of equalized assessment.
- Approximately \$10 million will be deducted from education property tax revenue in 2020-21 and 2021-22 to support the continuation of the Provincial Education Requisition Program (PERC).
- Alberta Emergency Management Agency operational funding has decreased significantly, from \$125.2 million in 2019-20 to \$77 million in 2020-21.
- The business plan for Alberta Municipal Affairs includes several objectives relevant to rural municipalities, including the following:
  - Work collaboratively with municipalities and industry to improve the consistency and efficiency of the property assessment system by completing the transition to the centralized model for designated industrial property assessment.
  - Work collaboratively with municipalities and municipal associations in continuing to offer and develop tools and programs to support well-managed, accountable, and sustainable municipalities, including strategies to address unpaid linear property taxes and promote effective municipal asset management practices.
  - Streamline regulatory requirements in municipal legislation and regulation that are hampering administrative efficiencies for municipalities, including a review of the regulations governing regional services commissions in the province. The proposed amendments will allow municipalities to be more responsive to the needs of their residents and businesses.
  - Develop new assessment models for wells, pipelines, and machinery and equipment for implementation in the 2021 tax year in order to modernize the regulated assessment system while promoting industry competitiveness and a predictable revenue base for municipalities.
  - Align the safety codes system to a quality assurance framework that enables partners to act autonomously while holding them accountable.
- The Alberta Municipal Affairs business plan includes an initiative in which the Ministry “will convene a working group with representation from other Government of Alberta ministries and external stakeholders (including the Alberta Industrial Heartland Association and the Northeast Capital Industrial Association) to develop a pilot project in the Edmonton region that will identify procedural efficiencies, and explore potential legislative changes to facilitate these pre-approved industrial zones throughout the province.”

## TRANSPORTATION AND INFRASTRUCTURE

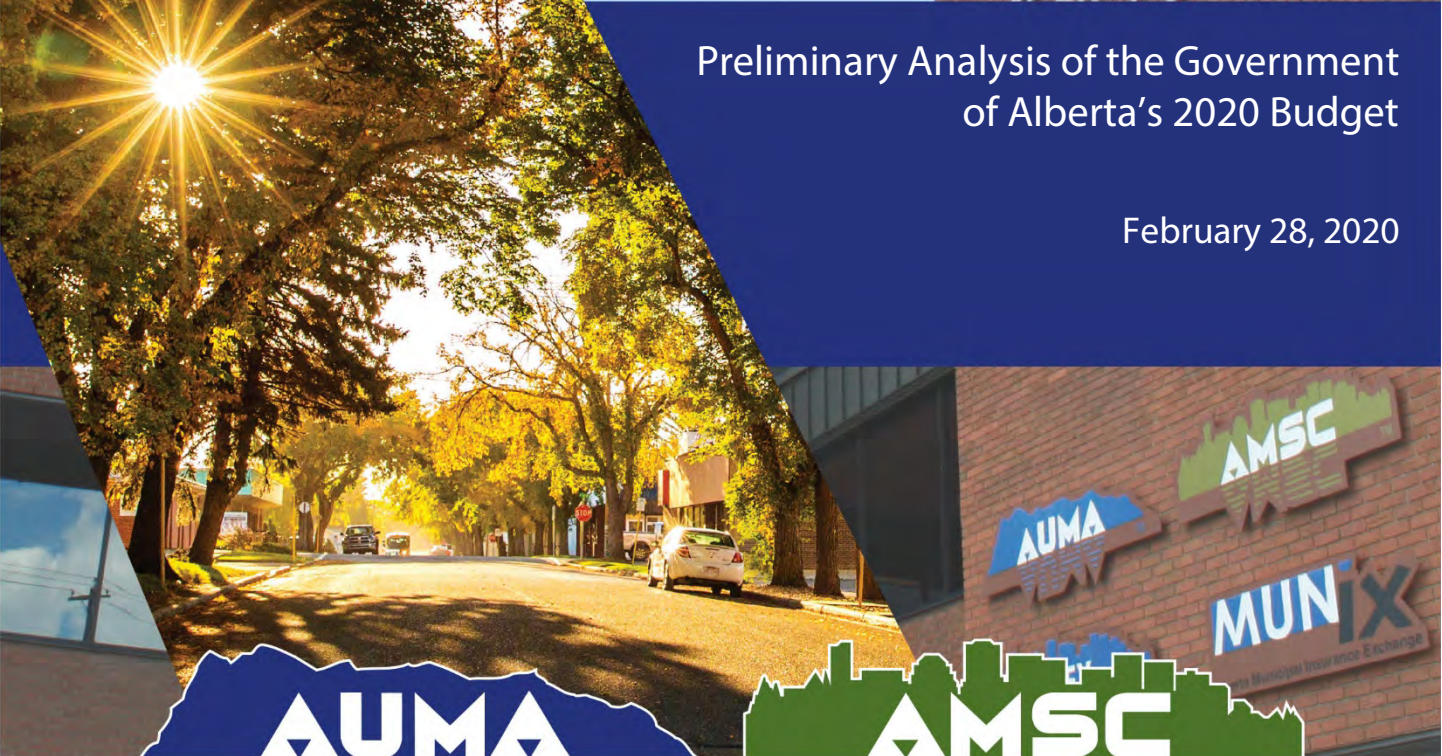
- Alberta Transportation’s business plan identifies several priority initiatives that are relevant to RMA members:
  - Competitiveness, Market Access and Economic Growth: Alberta has a safe and efficient multi-modal transportation system that supports the economy
  - Long-term Sustainability and Affordability: Alberta can afford to maintain its existing transportation assets and invest in new strategic infrastructure

- Connected and Active Communities: Albertans have inclusive and accessible transportation options in and between communities
  - Safety and Security: Transportation safety and security is enhanced through educational, regulatory, technological and infrastructure improvements
  - Innovation and Technology Integration: Alberta's transportation system adapts to new innovations and technologies
  - Environmental Stewardship: Alberta has a transportation system that is managed in an environmentally responsible and sustainable manner
- The Strategic Transportation Infrastructure Program (STIP) has received \$15 million, a decrease of \$7.5 million from 2019-2020.
  - The 2020 capital plan identifies \$57 million in provincial funding to support municipal projects under the federal Investing in Canada Infrastructure Program (ICIP). RMA's understanding is that this funding is allocated to ICIP projects that have been approved at the provincial level and is based the use of existing provincial grant programs to cover the provincial portion of funding.
  - Federal Gas Tax funding has returned to \$244 million after a onetime doubling of the transfer from the federal government.
  - Funding for Water for Life has increased from \$43.3 million to \$51.3 million.
  - Funding for the Alberta Municipal Water and Wastewater Partnership (AMWWP) has decreased from \$32 million to \$13.7 million.
  - Funding for First Nation Water Tie-In Program has decreased from \$18.3 million to \$12.8 million.
  - As GreenTRIP wraps up, funding has decreased to \$59.8 million.
  - Provincial highway maintenance operations funding will be \$308 million.
  - Funding for the Small Communities Fund component of the Building Canada Fund has been eliminated, as all outstanding funds under the program were allocated in the 2019-20 budget year.



Preliminary Analysis of the Government of Alberta's 2020 Budget

February 28, 2020



WE ARE economies OF SCALE

WE ARE THE support YOU NEED

WE ARE THE experts IN MUNICIPALITIES

WE ARE YOUR advocate



## Introduction

In a time of ongoing fiscal uncertainty, the province's 2020 Budget continues the trends and themes introduced in Budget 2019. This means that municipalities will need to keep managing the cumulative impacts of funding reductions and downloaded responsibilities.

AUMA appreciates that the province has followed through on its commitment to adhere to a fixed budget release timeline of February. For years, AUMA has advocated that the province adopt a fixed annual budget date early in the calendar year to better align with municipal budgeting and property tax cycles.

The following document includes AUMA's preliminary analysis of Budget 2020 as it relates to municipal priorities and the financial future of Alberta communities. In addition, it summarizes the province's fiscal outlook and includes highlights of the ministry business plans that most impact our communities.

## Priorities for Alberta's Municipal Governments

### Provincial Education Property Tax Increase

The province is increasing its education property tax requisition by 4.2%, which is expected to generate an additional \$102 million in 2020/2021 for the province. Most of this increased tax burden will fall on Alberta's residential property taxpayers.

Despite increasing financial pressures, municipalities are working hard to minimize property tax increases through finding efficiencies. As AUMA emphasized in our [recent letter](#) to Premier Kenney, this planned year-over-year increase to provincial taxes is unacceptable to municipalities and ratepayers.

### Grants in Place of Taxes (GIPOT)

Alberta property taxpayers are further impacted by reductions to the GIPOT program, which is being reduced by 32% in 2020-21 on top of the 24% reduction in 2019. GIPOT is meant to cover the costs of the services municipalities provide to Crown properties, which are exempt from tax. Municipalities will need to look for ways to cover these costs through user fees or other mechanisms so that other property owners don't have to subsidize the costs of providing essential services such as policing, fire, water and waste management, and transportation for provincial properties. This reduction was announced in the province's 2019 – 2020 fiscal plan.

### Capital Investments

One of the primary themes of AUMA's recent President's Summit on municipal finances was the importance of partnership in making the infrastructure investments needed to get Alberta back to work. We are therefore pleased that the province commits to "collaborate in partnership with industry and municipalities to identify critical investments and align our capital spending priorities accordingly." Municipalities look forward to engaging in implementation of the province's Capital Plan.

AUMA also looks forward to working out how the Local Government Fiscal Framework can maximize the infrastructure investments needed to attract and retain investors and talent. Still, we remain concerned that annual funding will only grow at half the rate of provincial revenues, making it challenging for infrastructure investments to keep pace with population growth and inflation.

In addition, although AUMA advocated for the province to revisit planned reductions to the Municipal Sustainability Initiative (MSI), the projected reductions announced in the last budget remain in place. We will be monitoring the impact on the health of Alberta's infrastructure and on Alberta's construction companies and workforce. We remain concerned about the long-term consequences of under-investment in infrastructure, which could undermine economic development and lead to increased costs for future maintenance and replacement.

AUMA would like to acknowledge that while the Basic Municipal Transportation Grant (BMTG) is \$28 million lower than forecast in Budget 2019 (due to lower than expected fuel sales), the province has made up the difference by adding \$28 million to MSI Capital. This will change the funding that some municipalities receive, due to the difference in allocation formulas. Still, AUMA appreciates the province providing overall stability to municipal capital funding.

### **Policing**

Budget 2020 highlights the additional revenue the province will receive from all municipalities contributing to policing costs. One of AUMA's priorities is ensure that municipalities have a say in how police resources will be distributed to ensure all Albertans are safe in their communities.

### **Fine Revenue**

Budget 2020 also reflects last year's change in fine revenue distribution for all offences under the Traffic Safety Act. Previously, the province kept 26.6% of the fine amount for traffic violations, but as of 2020, this amount was increased to 40%. This means that municipalities receive less fine revenue; instead of getting 74.4% of the fine revenue back, municipalities only get 60%. As a result, the province will collect an estimated \$267.3 million in fines and penalties in 2020-21, compared to \$221 million in 2019-20 (21% increase).

### **Affordable Housing**

AUMA is very concerned to see significant cuts to capital investment in affordable housing for both the development of new units, as well as the maintenance and repair of existing units. Addressing Alberta's lack of affordable housing is a priority for municipalities. In addition to stimulating employment and economic growth, capital investment in affordable housing yields long-term savings for all levels of government due to decreased use of health services, police and justice services, child welfare, and other services such as homeless shelters, income supports, and addictions and mental health supports.

### **Investing in Canada Infrastructure Funding**

The Government of Alberta has a bilateral agreement in place to access four pillars of funding under the Investing in Canadian Infrastructure Plan. These pillars are Community Culture and Recreation, Green Infrastructure, Rural and Northern Communities, and Public Transit. Under the agreement, Alberta has been allocated \$3.65 billion in cost-shared grants between the federal, provincial, and municipal governments. Budget 2020 has identified specific funding for Investing in Canada Infrastructure allocations by ministry. The total allocation identified for municipal support is \$57 million, as per page 160 of the fiscal plan. AUMA remains focused on advocating for a timelier flow of this funding to municipalities.



The breakdown by ministry is as follows:

<b>Ministry</b>	<b>ICIP Funding 2020-21 (\$ millions)</b>
Municipal Affairs	16.6
Transportation	30.8
Advanced Education	1.7
Culture, Multiculturalism and Status of Women	2.4
Energy	20.4
Indigenous Relations	11.7
<b>Total</b>	<b>83.6</b>

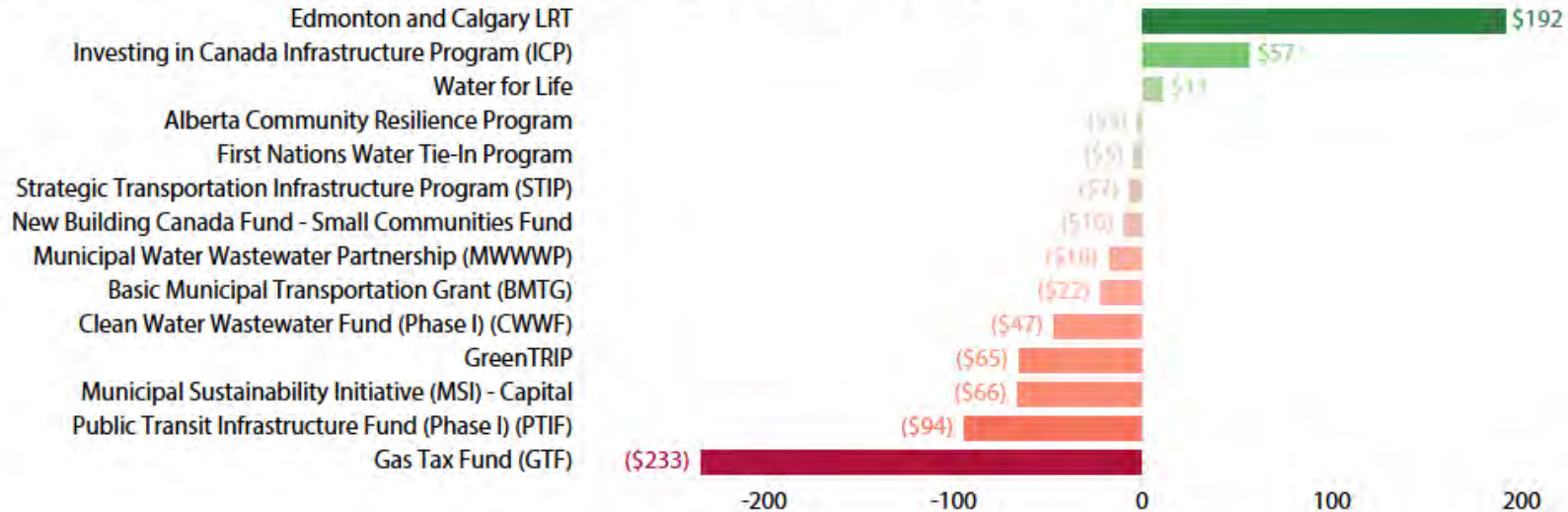
## Planning for your community's financial future

### Core Capital Funding to Municipal Governments (\$ millions)

Capital Program	2019-20 Budget	2020-21 Budget	2021-22 Forecast	2022-23 Forecast	2020 vs. 2019
Municipal Sustainability Initiative (MSI) Capital	694 <sup>1</sup>	<b>628</b>	525	-	(66)
Basic Municipal Transportation Grant (BMTG)	347	<b>325</b>	372	-	(12)
Local Government Fiscal Framework (LGFF)	-	-	-	860	-
Water for Life	40	<b>51</b>	50	50	11
Municipal Water and Wastewater Partnership (MWWWP)	32	<b>14</b>	22	22	(18)
Strategic Transportation Infrastructure Program (STIP)	22	<b>15</b>	21	25	(7)
Alberta Community Resilience Program	23	<b>20</b>	-	-	(3)
First Nations Water Tie-In Program	18	<b>13</b>	12	10	(5)
Subtotal	1,176	<b>1,076</b>	1,002	967	(100)
		<b>-8.5%</b>	-6.9%	-3.5%	
<b>Capital Funding Linked to Federal Funding Programs</b>					
Gas Tax Fund (GTF)	477	<b>244</b>	255	255	(233)
GreenTRIP	125	<b>60</b>	5	-	(65)
Public Transit Infrastructure Fund (PTIF) – Phase 1	138	<b>44</b>	-	-	(94)
Clean Water Wastewater Fund (CWWF) – Phase 1	77	<b>30</b>	-	-	(47)
New Building Canada Fund – Small Communities Fund	10	-	-	-	(10)
Investing in Canada Infrastructure Program (ICIP)	-	<b>57</b>	104	69	57
Edmonton and Calgary LRT	151	<b>343</b>	485	569	192
Subtotal	978	<b>778</b>	849	893	(200)
		<b>-20.4%</b>	9.1%	5.2%	
Total – Core Capital Funding	2,154	<b>1,854</b>	1,851	1,860	(300)
		<b>-13.9%</b>	-0.2%	0.5%	

<sup>1</sup> The 2019-20 figure includes 50% (\$400 million) of the March 2018 advance of \$800 million in MSI Capital. AUMA opted to present it in this format to demonstrate the year-to-year comparison of funding even though 2019-20 MSI Capital was actually \$294 million.

### Year-over-year change in municipal funding: Budget 2020 versus Budget 2019 (\$ millions)



Investments in municipal capital infrastructure will be \$300 million less than 2019-20; however, much of that reduction is linked to federal funding and in most cases, the reductions were expected based on the forecasts presented in last year's budget. It is also notable that while BMTG is \$28 million lower than forecast in Budget 2019 due to lower than expected fuel sales, the province has made up the difference by adding \$28 million to MSI Capital.

#### Growth in capital funding

- The \$192 million increase in Edmonton and Calgary's LRT funding is a result of the unspent 2019 budget being carried forward to this year.
- The Investing in Canada Infrastructure Program represents new funding for municipalities in 2020.
- The \$11 million increase in Water for Life funding aligns with previous forecasts and will help ensure that Albertans have access to safe and affordable drinking water.

#### Reductions in capital funding

- The federal Gas Tax Fund (GTF) declined by \$233 million because Budget 2019 included a one-time doubling of the GTF investment across Canada.
- The \$18 million reduction in the Municipal Water Wastewater Partnership was higher than expected as Budget 2019 had forecasted a \$14 million reduction.
- Despite lower funding, the First Nations Water Tie-In Program is on schedule to deliver \$100 million over six years and is expected to deliver safe drinking water to seven First Nations.
- The reductions to all other programs aligned with the forecasts that were presented in the 2019-20 budget.

**Core Operating Funding to Municipal Governments** (\$ millions)

Operating Program	2019-20 Budget	2020-21 Budget	% Change	Note
Municipal Sustainability Initiative (MSI) – Operating	30.0	<b>30.0</b>	-	1
Alberta Community Partnership	16.5	<b>16.5</b>	-	2
Family and Community Support Services (FCSS)	100.0	<b>100.0</b>	-	3
Grants in Place of Taxes (GIPOT)	44.6	<b>30.2</b>	-32.2%	4
Fire Services Training Program	0.5	-	-100.0%	5
<b>Total – Core Operating Funding</b>	<b>191.6</b>	<b>176.7</b>	<b>-7.8%</b>	

Notes

1. Municipalities will appreciate that MSI Operating funding remained stable at \$30 million and is expected to remain at that level for the last year of the program in 2021-22.
2. The Alberta Community Partnership (ACP) was reduced by \$2 million in 2019-20 and Budget 2020 maintains ACP at \$16.5 million and is forecasted to remain at that level for the next three years. This will help ensure that municipalities have the supports needed to implement the new Intermunicipal Collaboration Frameworks (ICFs) and other regional collaboration projects.
3. FCSS funding remains stable at \$100 million for the fourth year in a row.
4. Budget 2019 announced that GIPOT would be cut in half over two years. As such, the 32% reduction in Budget 2020 was expected. More information about GIPOT is available on page 10.
5. Municipalities will now be responsible for a greater portion of fire training costs as 2019-20 represents the last year of funding through the Fire Services Training Program.

**Municipal Sustainability Initiative – Now and Into the Future**

Last year, the province announced that the 2020 MSI Capital funding would be reduced by \$94 million (-14%) compared to the province's estimates in 2018. While that reduction was concerning to members, Alberta Municipal Affairs has maintained its total combined forecasted funding for MSI and the Basic Municipal Transportation Grant (BMTG) at \$963 million. Due to lower-than-forecasted fuel sales, BMTG funding is \$28 million less than what was forecasted in Budget 2019; however, Municipal Affairs has invested that difference into MSI Capital to ensure that municipalities receive the same total amount of funding that was promised in Budget 2019. Due to differences in how BMTG is allocated versus MSI, there will be some minor variations to how much each individual municipality receives.

<i>MSI Capital</i> (excluding BMTG) (\$ millions)	2020-21	2021-22	Total
Budget 2019 Forecast	600	525	1,125
Budget 2020 Forecast	628	525	1,153
Change (\$)	28	-	28

**Preparing your 5-year capital plan**

As a result of AUMA's advocacy in 2019, Municipal Affairs released an estimate of the MSI allocations by municipality for 2020 and 2021. This eliminates the guesswork that municipalities have struggled with over the years in estimating their individual portion of future funding. The estimates enable municipalities to create accurate capital plans for 2020 and 2021; however, municipalities will be forced to wait a little longer until funding allocations under the Local Government Fiscal Framework

(LGFF) are known. AUMA is still focused on working with the Rural Municipalities of Alberta and Municipal Affairs to create a funding formula for when LGFF begins in 2022.

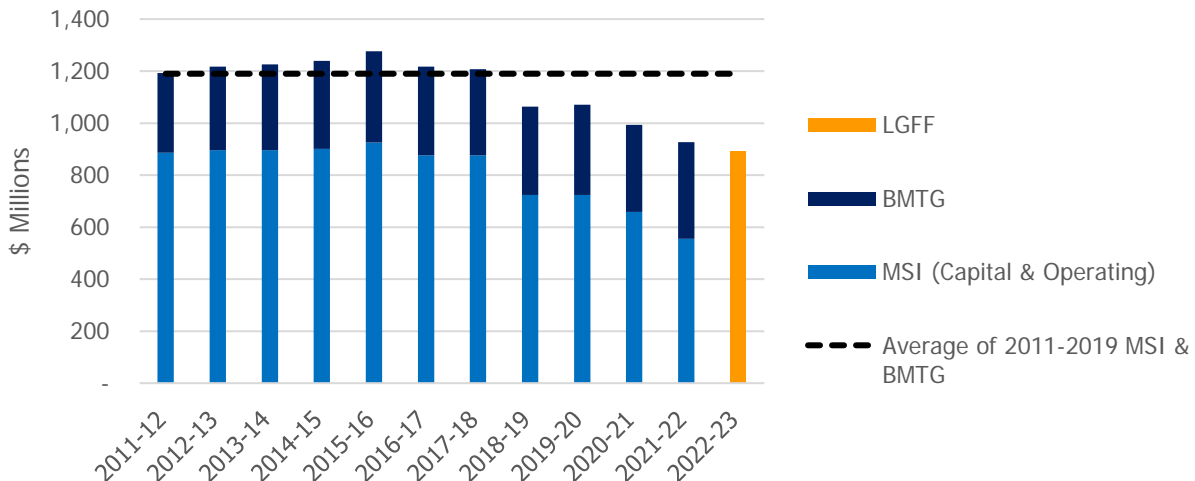
**2020-22 Forecast for the MSI Program**

(\$ millions)	2018-19	2019-20	2020-21	2021-22	2022-23
<u>Capital</u>	Budget	Budget	<b>Budget</b>	Forecast	Forecast
MSI Capital	294	294	<b>628</b>	525	-
Advance in March 2018	400	400	-	-	-
BMTG	344	347	<b>335</b>	372	-
LGFF Capital	-	-	-	-	860
Subtotal Capital	1,038	1,041	<b>963</b>	897	860
<u>Operating</u>					
MSI Operating	30	30	<b>30</b>	30	-
LGFF Operating <sup>2</sup>	-	-	-	-	30
Subtotal Operating	30	30	<b>30</b>	30	30
	1,068	1,071	<b>993</b>	927	890

**Local Government Fiscal Framework**

Budget 2020 offers no new information about the Local Government Fiscal Framework (LGFF). Most details were announced in the *Local Government Fiscal Framework Act*, which was approved in late 2019. AUMA looks forward to the roll out of the program as it will increase funding predictability for municipalities; however, AUMA remains concerned that annual funding will only grow at half the rate of provincial revenues. AUMA expects further conversations to occur but a primary concern is that the growth constraint means that funding won't keep pace with inflation on infrastructure construction costs.

The Local Government Fiscal Framework will deliver 25% less funding than the historical average of MSI and BMTG.



Source: Budget 2020 Fiscal Plan and Municipal Affairs' MSI Allocation Tables

Note: Advances of MSI Capital in March 2014 and 2018 are presented in the year that funding was available to municipalities.

<sup>2</sup> The LGFF Operating component is assumed based on figures in Municipal Affairs' 2020 Business Plan, but will be clarified with the ministry in the future.

## Increases to Taxes

### Education Property Tax

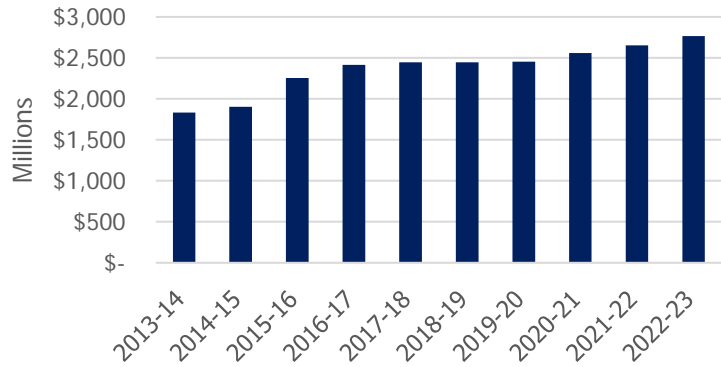
Budget 2020 is increasing taxes on Alberta's property owners through a 4.2% increase to provincial education property taxes. Provincial education tax revenue will grow by approximately \$100 million up to \$2.56 billion in 2020-21.

The province indicates that the 2020 education property tax requisition was set based on a new approach involving population growth and inflation.

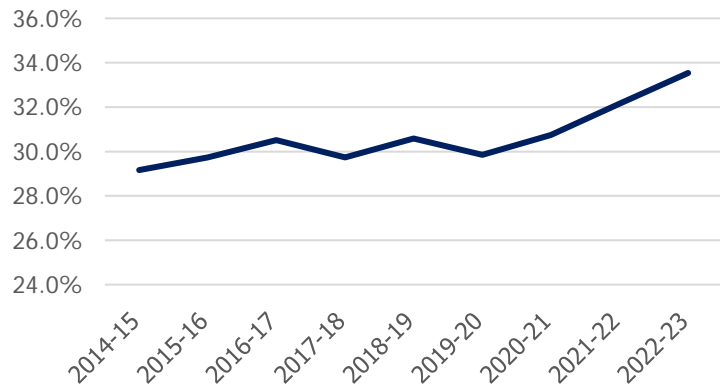
The increase in provincial education taxes comes at a time when education expense is planned to remain flat. The chart to the right highlights how the share of education operating costs covered by education tax will rise from 29.2% in 2014-15 up to 33.5% in 2022-23. This plan shifts the burden of taxation onto municipalities who are responsible to collect the revenue on behalf of the province.

Each municipality will be impacted to a different degree, with year-over-year changes in education tax requisitions ranging from reductions of 12% up to tax increases of 16%. Municipalities can view their 2020 provincial education property tax requisition by downloading the comparison listing on the province's [website](#).

Provincial education property tax



Provincial education property tax as a percentage of budgeted K-12 education expense



Source: Calculations based on budgeted figures the Government of Alberta's Fiscal Plans for 2014-15 to 2020-21

(\$ millions)	2018-19 Budget	2019-20 Budget	<b>2020-21 Budget</b>	2021-22 Forecast	2022-23 Forecast
Provincial education property tax	2446	2,455	<b>2,559</b>	2,652	2,766
Year-over-year % change		0.4%	<b>4.2%</b>	3.6%	4.3%
K-12 education expense	7,999	8,223	<b>8,322</b>	8,247	8,247
Year-over-year % change		2.8%	<b>1.2%</b>	-0.9%	0.0%

**Reconciling the 2019 education tax**

Due to the timing of the 2019 provincial election and the Budget 2019 release, municipalities were required to estimate their 2019 education property tax requisition.

If the actual requisition was greater than the amount estimated by the municipality, the municipality will need to recoup the difference by adding the amount to the 2020 provincial education property tax calculation.

Provincial education property tax mill rates per \$1,000 of equalized assessment		
Year	Residential/ farmland	Non-residential
2019	\$2.56	\$3.76
2020	\$2.64	\$3.88

If the actual requisition was less than the amount estimated by the municipality, the municipality should reduce the amount of education tax collected from property owners in 2020 by the difference.

**Grants in Place of Taxes (GIPOT)**

As announced in Budget 2019, the province has looked to lower expenditures by reducing funding to municipalities through the Grants in Place of Property Taxes (GIPOT) program. GIPOT is designed to compensate municipalities for the costs to provide services to provincial properties that are exempt from taxation. The province's decision results in a download of costs onto local property taxpayers, which is particularly problematic for property owners in communities where a high number of provincial buildings are located.

Budget 2020 reduces GIPOT by \$14.4 million to \$30.2 million in 2020-21. The 32.2% reduction is applied on top of the unexpected 24% reduction in 2019-20. Looking ahead, Alberta Municipal Affairs plans to maintain GIPOT at \$30 million per year for the next three years.



## Good to Know: An Overview of Budget 2020's Fiscal Plan

As per the government's election promises, Budget 2020 outlines a plan to balance Alberta's budget by 2022-23. By holding spending on health, education, and social services, and reducing costs in other ministries, Budget 2020 proposes that the province will post a surplus within three years. That surplus is dependent on holding expenditures at \$56 billion per year and generating an additional \$7 billion in revenue, primarily sourced from personal income tax and resource revenue.

### Government of Alberta: Statement of Operations<sup>3</sup>

(\$ millions)	2019-20	2020-21	2021-22	2022-23
Revenue	Estimate	Budget	Forecast	Forecast
Personal income tax	11,819	<b>12,566</b>	13,426	14,315
Corporate income tax	4,245	<b>4,539</b>	4,985	5,360
Other tax revenue	5,762	<b>5,782</b>	5,969	6,189
Resource revenue	6,671	<b>5,090</b>	6,705	8,536
Investment income	3,525	<b>2,630</b>	2,889	3,070
Premiums, fees, and licenses	3,947	<b>4,194</b>	4,299	4,407
Other own-source revenue	5,925	<b>6,068</b>	6,230	6,400
Federal transfers	9,054	<b>9,110</b>	9,533	9,784
Total revenue	50,948	<b>49,979</b>	54,036	58,061
Expense by function				
Health	22,408	<b>22,268</b>	22,230	22,260
Basic/advanced education	14,971	<b>14,731</b>	14,570	14,462
Social services	6,203	<b>6,211</b>	6,220	6,241
Other program expenses	13,138	<b>11,489</b>	11,295	11,244
Total program expense	56,720	<b>54,699</b>	54,315	54,207
Debt servicing costs	2,078	<b>2,505</b>	2,780	2,970
Pension Provisions	(310)	<b>(415)</b>	(354)	(272)
Total Expense	58,488	<b>56,789</b>	56,741	56,905
Surplus / (Deficit)	(7,540)	<b>(6,810)</b>	(2,705)	706

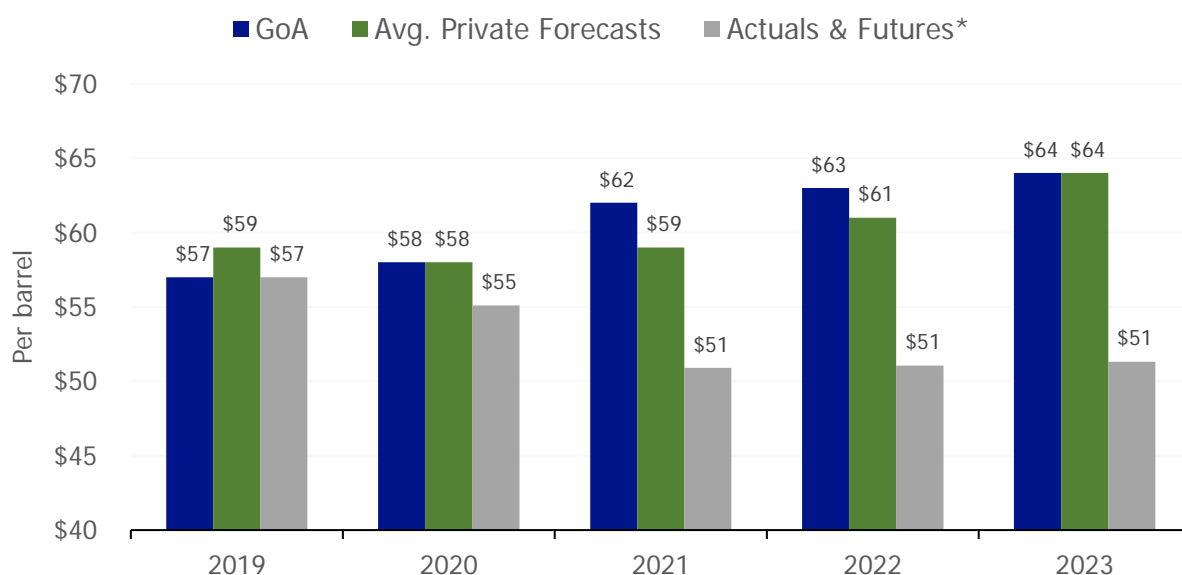
<sup>3</sup> Source: Government of Alberta 2020-23 Fiscal Plan, pg. 222



## Key Energy and Economic Assumptions

Fiscal Year Assumptions	2019-20 Estimate	2020-21 Forecast	2021-22 Forecast	2022-23 Forecast
<b>Crude Oil Prices</b>				
WTI (US\$/bbl)	58.00	<b>58.00</b>	62.00	63.00
Light-Heavy Differential (US\$/bbl)	14.70	<b>19.10</b>	20.60	16.40
WCS @ Hardisty (Cdn\$/bbl)	57.70	<b>51.20</b>	54.50	60.60
<b>Natural Gas Price<sup>b</sup></b>				
Alberta Reference Price (Cdn\$/GJ)	1.40	<b>1.70</b>	1.80	2.10
<b>Production</b>				
Conventional Crude Oil (000s barrels/day)	483	<b>488</b>	486	482
Raw Bitumen (000s barrels/day)	3,109	<b>3,249</b>	3,344	3,417
Natural Gas (billions of cubic feet)	4,083	<b>4,144</b>	4,199	4,233
<b>Interest rates</b>				
3-month Canada Treasury Bills (%)	1.70	<b>1.70</b>	1.70	1.70
10-year Canada Bonds (%)	1.50	<b>2.00</b>	2.20	2.20
Exchange Rate (US¢/Cdn\$)	75.5	<b>76.5</b>	77.0	77.5

## Oil Price Benchmark<sup>4</sup>

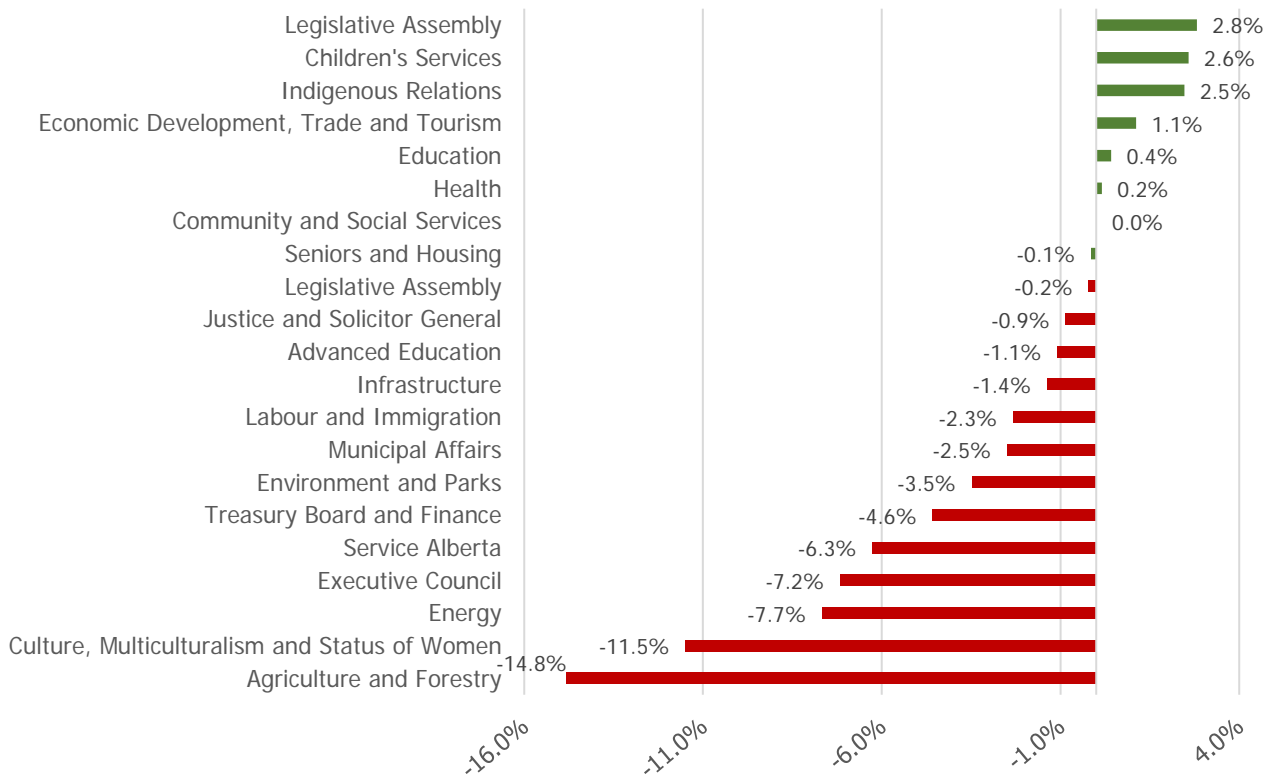


<sup>4</sup> 2019 Actuals, 2020 calculated using average YTD price (as of February 24, 2020). Futures are standardized financial contracts that have a value based on an underlying energy product, such as oil, natural gas, or electricity. Investors, speculators, and hedgers trade energy futures on exchanges such as the New York Mercantile Exchange (NYMEX) and the Intercontinental Exchange (ICE).

**Expenditure trends by department<sup>5</sup>**

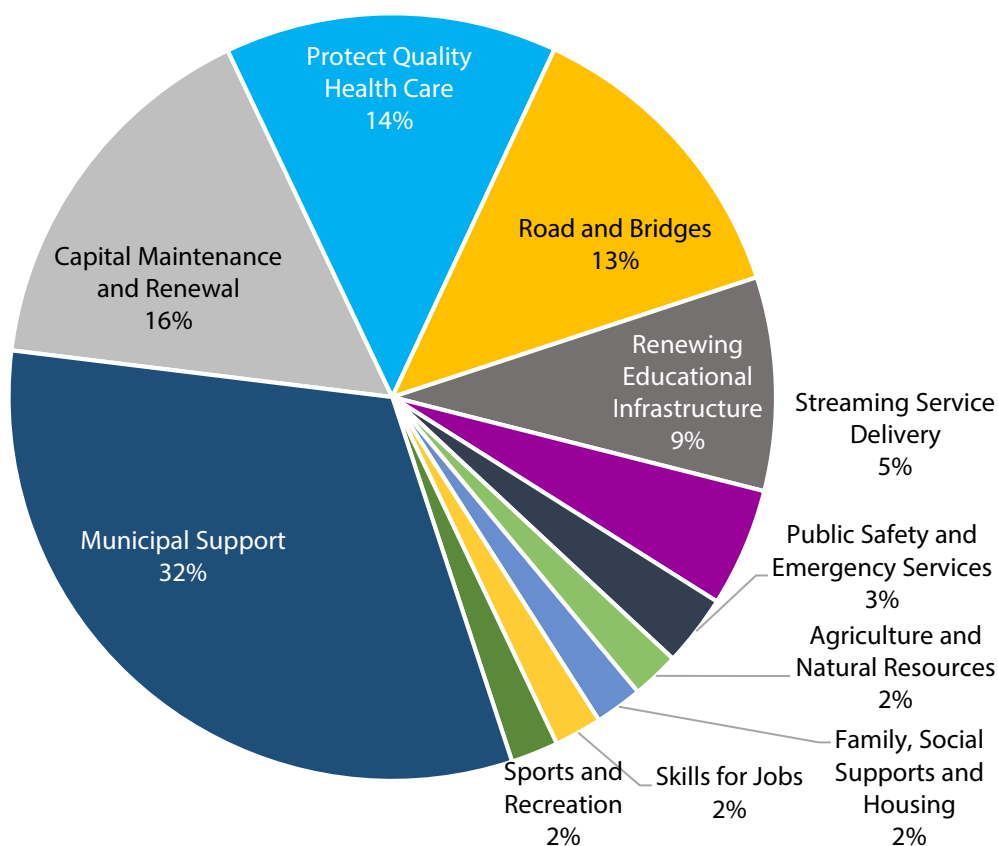
To achieve its financial targets, the province is reducing spending across most departments while keeping expenditures flat for the Ministry of Health and Ministry of Education. The following graph shows the average budgeted and forecasted change in expenditures by ministry between 2019-20 and 2022-23. The average reduction of 2.5% for Municipal Affairs is primarily attributed to this year's reduction in the federal government's Gas Tax Fund and a \$50 million reduction in spending for the Alberta Emergency Management Agency. AUMA is seeking information on this reduction.

**4-year average change in expenditures  
(budgeted figures 2019-2022)**



<sup>5</sup> Source: Calculations using budgeted figures from the Government of Alberta's Fiscal Plans for 2019 and 2020

## 2020 Capital Plan – Spending by Category<sup>6</sup>



### Notable funding to community entities

Funding for Community Entities (\$ millions)	2019-20 Budget	2020-21 Budget	% Change	Note
Community Facility Enhancement Program	25.0	<b>25.0</b>	-	1
Community Initiatives Program	23.6	<b>19.7</b>	-16.5%	
Library Services – Operating	37.1	<b>37.1</b>	-	
Legal Aid	101.8	<b>94.3</b>	-7.4%	
Agricultural Service Boards	11.7	<b>8.5</b>	-27.4%	
Agricultural Societies and Exhibition Grants	11.5	<b>11.5</b>	-	
	<u>210.7</u>	<u><b>196.1</b></u>	-6.9%	

#### Note

1. The Community Facility Enhancement Program is forecasted to remain at \$25 million per year the next three years. Prior to Budget 2019, the program was forecasted to be \$38 million per year.

<sup>6</sup> Source: Government of Alberta 2020-23 Fiscal Plan, page 150.

## Ministry Highlights

### **Advanced Education**

Budget 2020 implements the expected 6% funding cuts to post-secondary institutions, as well as the new, performance-based funding framework. Tuition fees are projected to increase by \$290 million from 2019 to 2023, an average of 6.9%. Student aid grants and scholarships are frozen at current levels (\$47 million and \$54 million, respectively). There is no new funding for capital projects, but Budget 2020 restores the \$119 million in infrastructure maintenance funding that was cut in Budget 2019.

### **Agriculture and Forestry**

Budget 2020 maintains support to rural communities and businesses. \$18.8 million is maintained to support agricultural societies and youth development program like 4H.

### **Children's Services**

Budget 2020 decreases funding for childcare from the \$423.7 million budgeted in 2019-20 to \$394.0 million in 2020-21, a reduction of 7%. Funding for early intervention services for children and youth, which includes the new Family Resource Networks that are set to replace Parent Link Centres, also decreases from the \$108.4 million budgeted in 2019-20 to \$95.8 million in 2020-21, a reduction of nearly 12%.

The overall operating budget for the ministry will fall from \$1,417.6 million (budgeted) in 2019-20 to \$1,371.1 million in 2020-21, a 3.3% decrease.

### **Community and Social Services**

The 2020 budget for Community and Social Services includes several investments to support Albertans impacted by domestic and sexual violence and Albertans with disabilities:

- In 2020-21, the budget for Sexual Assault Services funding increases by \$1.2 million to a total of \$11.5 million.
- In 2020-21, \$600,000 is allocated to partner with Justice and Solicitor General to develop regulations and implement the Disclosure to Protect Against Domestic Violence (Clare's Law) Act.
- In 2020-21, \$500,000 is allocated to the Registered Disability Savings Plan (RDSP) Action Group to help Albertans open RDSPs.
- In 2020-21, \$5.0 million is allocated to build on successful partnerships supporting employment opportunities for Albertans with disabilities.

Family and Community Support Services funding is maintained at \$100 million annually. Funding for homeless and outreach support services decreases slightly from \$197.1 million in 2019-20 to \$195.9 million in 2020-21, a reduction of less than 1%. The overall ministry operating budget will rise from \$3,946.6 (budgeted) in 2019-20 to \$3,947 in 2020-21, an increase of less than 1%.

Notably, the ministry's business plan refers several times to partnering with civil society organizations and municipalities to provide Albertans with supports, and services. Funding arrangements for these partnerships are not described; however, the budget does commit \$7 million to a civil society fund to support "innovative cost-sharing programs delivered by community groups".

**Culture, Multiculturalism, and Status of Women**

Budget 2020 maintains Community Facility Enhancement Program funding at \$25 million annually; however, the Community Initiatives Program funding is decreased from \$23.6 million (budgeted) in 2019-20 to \$19.7 million in 2020-21, a reduction of 16.5%.

The ministry's Business Plan does not specifically mention funding for historic resources. However, the Fiscal Plan Indicates that while the Historic Resources Fund has been closed, spending on the fund's purposes will not change (page 200).

The overall operating budget for the ministry will fall from \$271.5 million (budgeted) in 2019-20 to \$246.8 million in 2020-21, a 9.0% decrease.

**Economic Development, Trade and Tourism**

Budget 2020 does not mention the role that Regional Economic Development Agencies (REDAs) or the Community and Regional Economic Support (CARES) program will play in furthering local economic development priorities for communities.

From 2020-23, the Alberta Film and Television and Tax Credit will provide \$97 million to attract medium and large film and television to Alberta in support of the province's cultural industries. The ministry will also implement an Investment and Growth Strategy, including \$75 million from 2020-2023 to cultivate investment opportunities.

The Alberta government intends to extend the 4% provincial tourism levy to short-term rentals such as Airbnb, with the exception for rentals where the purchase price is less than \$30/day.

Various agencies fall under the budget of Economic Development, Trade and Tourism. The Alberta Enterprise Corporation will receive \$1.85 million in 2020-21 to attract venture capital to Alberta, Alberta Innovates will provide \$184 million in grants and funding to develop and grow talent and emerging sectors while attracting investment to Alberta, and Travel Alberta will be provided with \$38 million in 2020-21 to market Alberta as a tourism destination.

**Education**

Five months ago, the 2019 Capital Plan supported 25 school projects bringing the total number of schools in various phases of planning and construction to over 200 schools across the province.

The 2020 Capital Plan invests \$1.5 billion towards new schools and modernization projects across Albert. The plan supports the construction of nine previously announced new schools, as well as two new modernization school projects to help address building conditions.

Total operating expenses for K-12 education in Alberta is forecasted to be \$8.3 billion in 2020-21, up from \$8.2 billion in 2019-20. The \$121 million increase in funding will come from school boards' own-source revenue. Despite a predicted 2.2% increase in enrollment annually, the provincial contribution to K-12 education funding will remain flat over the next three years. Budget 2020 also reflects a new funding model that averages student numbers over three years, leading to a small increase in funding for accredited private schools, up \$3 million from last year to \$177 million in Budget 2020. Capital investment in school facilities is up 13.7%, from the 739 million budgeted in 2019-20 to \$840.4 million in 2020-21. However, this funding will decline to \$577.7 million by 2022-23.

**Energy**

In Budget 2020, Energy will consider increasing the original loan of \$235 million to the Orphan Well Association by an additional \$100 million to address the growing number of orphaned wells in Alberta. Energy will also look at extending the term of the loan repayment period, which was originally set at 10 years in 2017, to further accommodate the clean-up of orphaned oil and gas wells.

**Environment and Parks**

In Budget 2020, \$10.2 million is allocated to support regional and sub-regional land-use planning. To make sure Alberta is free from zebra and quagga mussels, \$1.8 million is committed to the Aquatic Invasive Species Inspection Program. The money will fund watercraft inspection stations on major highways entering the province, develop early detection plans, and support awareness of aquatic invasive species. \$39.8 million is allocated to caribou recovery planning. This work is supported by the three Caribou Sub-Regional Task Forces partnering with businesses, municipalities, and community stakeholders ensuring a balanced approach in the development of a caribou recovery plan. \$6 million is allocated to the Wetland Restoration Program to enable the Government of Alberta to collect wetland replacement fees and expend them on wetland restoration projects in priority areas. The ministry's business plan indicates the ministry plans to continue its red tape reduction initiative and modernization of legislation and regulations in 2020.

**Health**

Health recently announced a new physician funding framework to be implemented starting March 31, 2020. \$5.4 billion is budgeted in 2020-21 for physician compensation and development programs, and this budget will be maintained over the following two years. However, one of the most concerning aspects of the new funding framework is the changes to complex modifiers that apply when doctors spend more time with patients with complex medical needs. The amount of time that doctors will need to spend with a patient to bill for a complex visit will increase from 14 minutes to 25 minutes over a phase-in period of two years. This change in physician compensation may encourage doctors to see more patients faster in order to bill more and may further discourage doctors from working in settings where patients numbers are lower, such as rural and smaller communities, or where more patients have complex medical issues.

Health will continue to invest in Primary Care Networks. Health is budgeting \$243 million in 2020-21 in PCNs to support delivery of team-based primary care. Included in the 2020-21 PCN funding is \$3 million to increase the number of Nurse Practitioners working in PCNs and expand care options for Albertans, particularly in rural/remote areas, and on reserve or settlement.

**Indigenous Relations**

The Alberta Indigenous Opportunities Corporation will work toward Indigenous groups' ownership in major resource projects. There is also \$9.8 million allocated to the Litigation Fund, which is intended to support Indigenous voices in legal actions that affect responsible resource development in Alberta.

**Infrastructure**

Infrastructure intends to pass the Alberta Infrastructure Act, which aims to strengthen transparency and predictability around government capital funding decisions and release a 20-year Strategic Capital Plan to ensure Alberta has a long-term view to meet infrastructure needs. Spending on facilities in Alberta in 2020-21 will include \$596 million for health facilities, \$616 million for school facilities, \$75 million for government facilities, and \$23 million in planning, design, and implementation for these capital infrastructure projects.

### **Justice and Solicitor General**

The 2020 budget for Justice and Solicitor General includes the following investments to help address rural crime and alleviate pressures in the justice system:

- The creation of a Rural Alberta Provincial Integrated Defence Force (the RAPID Force) by expanding the roles and authorities of 400 peace officers in the Fish and Wildlife Enforcement Branch, Commercial Vehicle Enforcement Branch and the traffic arm of the Alberta Sheriffs, with a budget of up to \$10 million annually.
- \$40 million in funding for Alberta Law Enforcement Response Teams in 2020-21.
- An investment of up to \$5 million annually starting in 2020-21 to expand Drug Treatment Court capacity in Edmonton and Calgary and engage medium-sized communities to identify new sites for Drug Treatment Court services.

Victims of Crime funding will rise from \$43.4 million in 2019-20 to \$60.9 million in 2020-21, which represents a 40.3% increase. The hiring of 50 new Crown prosecutors and support staff continues; once complete, this will be an investment of approximately \$10 million annually. Funding for Rural Crime Reduction Units is maintained and the budget for policing assistance to municipalities is increasing by \$1 million from 2019-20 to 2021. However, AUMA is seeking clarification on whether this increase represents new funding for Municipal Police Assistance and Police Officer Grants, or simply reflects changes in growth and demand.

### **Labour and Immigration**

Budget 2020 commits \$9.0 million to fund newcomer settlement and integration programs. \$11.4 million is allocated in Budget 2020 to support labour mobility programs, including the International Qualification Assessment Service, Foreign Qualification Recognition, and the Fair Registration Practice Office. The office's mandate is to reduce red tape associated with the assessment of qualification, and ensure that registration practices to regulated occupations and trades are transparent, objective, fair, and impartial.

The ministry's business plan highlights its commitment to achieve a one-third reduction in Labour and Immigration regulatory requirements and the implementation of the Alberta Advantage Immigration Strategy focusing on attracting and supporting newcomers to communities across Alberta.

### **Municipal Affairs**

The Ministry of Municipal Affairs' operational spending is anticipated to decrease by 5% in 2020-2021, which is attributed to the reduction in the Grants in Place of Taxes program.

The 2020-23 Municipal Affairs Business Plan confirms the following as continuing objectives:

- Strengthening regional planning and service delivery through regional governance mechanisms, such as intermunicipal collaboration frameworks and growth management boards;
- Strengthening municipal accountability and transparency through the Municipal Accountability Program, the municipal inspection process, and the annual Alberta Municipalities Measurement Index;
- Working collaboratively with municipalities and municipal associations in continuing to promote effective municipal asset management practices;



- Providing funding to municipalities to help them meet their strategic long-term infrastructure needs, and implementing the new Local Government Fiscal Framework for municipal capital funding;
- Continuing to provide operating grants to library boards and to invest in the province-wide library network;
- Streamlining regulatory requirements in municipal legislation and regulation that are hampering administrative efficiencies for municipalities, including a review of the regulations governing regional services commissions;
- Completing the transition to the centralized model for designated industrial property assessment; and
- Developing a new assessment model for wells, pipelines, and machinery and equipment for implementation in the 2021 tax year in order to modernize the regulated assessment system.

The ministry's Business Plan also identifies several new objectives, including:

- Working collaboratively with municipalities and municipal associations to develop strategies to address unpaid linear property taxes;
- Working with and supporting communities in implementing recent changes to the emergency management legislative framework to improve emergency preparedness at the community-level;
- Improving community and individual-level disaster resilience by providing select on-line and in-person emergency management training to municipalities and through public awareness Campaigns; and
- Providing certification training and support to municipal Assessment Review Boards.

### **Seniors and Housing**

Budget 2020 maintains or reduces operational funding for the following programs:

- \$51.3 million is allocated to Family Community Housing in 2020-21, compared to \$50.1 million in 2019-20 (increase of 2.4%).
- \$49.3 million is allocated for Seniors Community Housing in 2020-21, the same amount as in 2019-20.
- \$56.8 million is allocated for Rental Assistance funding 2020-21, compared to \$67.5 million in 2019-20 (decrease of 16.0%).
- \$15.5 million will be allocated for Specialized Housing in 2020-21, the same amount as in 2019-20.

Notably, the 2020-23 capital plan shows significant reductions to provincial investment in affordable housing over next three years, with total capital funding falling from \$215.7 million in 2020-21 to \$123.1 million in 2021-22 and \$77.9 million in 2022-23, which represents a reduction of 63.9% over two years.



(\$ millions)	2019-20 Budget	<b>2020-21 Budget</b>	2021-22 Forecast	2022-23 Forecast
Family and Community Housing Development and Renewal	30	<b>35</b>	6	-
Indigenous Housing Capital	5	<b>12</b>	10	10
New Affordable and Specialized Housing	14	<b>23</b>	29	16
Seniors' Housing Development and Renewal	63	<b>93</b>	61	31

### **Service Alberta**

Service Alberta plans to review the *Mobile Home Sites Tenancies Act* with a goal of better understanding the issues experienced in mobile home communities, with \$110,000 allocated to this initiative. \$90,000 is allocated to support the introduction of prompt payment legislation that will streamline adjudication and dispute resolution processes for contractors, speeding up payments in Alberta's construction and other industries. Although no funding is provided, Service Alberta wants to collaborate with businesses and partners to develop a framework to support widespread access to high-speed broadband.

### **Transportation**

In addition to the grants for municipalities included in the previous section, the ministry is responsible for several other transportation investments. Targets for investment in roads and bridges are outlined in the following chart:

#### **Investments in Key Roads and Bridges**

(\$ millions)	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
<b>Capital Investments</b>	673	862
<b>Capital Maintenance and Renewal</b>	387	411

Budget 2020 invests significantly in roads and bridges, with increases in both capital projects and maintenance compared to 2019. Highlighted projects include ring road upgrades in Edmonton and Calgary, Highway 19, and the Peace River Bridge. Spending on roads and bridges will account for 13% of provincial capital investment over the next three years.

### **Treasury Board and Finance**

The province's Fiscal Plan notes that while the Lottery Fund has been closed, spending on the fund's purpose will not change.

## Next Steps

AUMA will continue to advocate for a provincial partnership focused on building a strong Alberta. Our advocacy efforts will focus on key priorities, including but not limited to, advocating for:

- A Local Government Fiscal Framework (LGFF) that includes an adequate base amount, a growth factor that keeps pace with provincial revenue, and an equitable allocation formula.
- Municipal input on the distribution of police resources related to the new police funding model.
- A fair cannabis assessment and revenue model that recognizes the essential community services that municipalities provide.
- Municipal input on the province's 20-year capital plan to leverage and coordinate investments to maximize benefits for Albertans and our economy.
- Greater restraint in the province's education property tax requisition.
- Investment in affordable housing.
- Investment in the broadband internet required to power Alberta's move to the modern economy. Reliable broadband connections enable economic development in communities across Alberta. Without it, communities can't attract skilled workers and risk falling farther away from sharing in the Alberta advantage.

We will reach out to the province to seek clarity and further details on funding for essential programs Albertans rely on such as the Municipal Police Assistance and Police Officer Grants, which were anticipated to be consolidated.

AUMA and our members remain committed to building a partnership with the province that gets Alberta back to work, improves the lives of all Albertans, and stands up for Alberta.



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1173-20 Land Use Bylaw Amendment to Rezone Part of Plan 192 3085, Block 24, Lot 3 from La Crete Highway Commercial “LC-HC” to Hamlet Residential 1B “H-R1B” (La Crete)</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County has received a request to rezone Part of Plan 192 3085, Block 24, Lot 3 from La Crete Highway Commercial “LC-HC” to Hamlet Residential 1B “H-R1B” to allow for houses with or without attached garages.

This developer is in the middle of subdividing Part of Plan 192 3085, Block 24, Lot 3 into ten (10) proposed lots. The proposed subdivision is subject to this rezoning request approval.

The intention of the H-R1B district is for a mix of development between single detached dwellings with or without a garage attached.

The applicant also intends to subdivide additional lots south of this proposed development for Manufactured Homes.

This bylaw was taken for first reading on February 10, 2020, but the land location was incorrect, so it is being brought back with the correct land location. The proposed rezoning will be re-advertised in the paper with the correct land location, the sign on the property will remain, and revised adjacent land owner letters will be resent.

## **OPTIONS & BENEFITS:**

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

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

Costs will be borne by the applicant, excluding the second notification. Planning and Development operating budget will cover additional expenses.

**SUSTAINABILITY PLAN:**

**Strategy E25.2** Identify and promote each hamlet’s strengths in relation to fostering family-friendly environments.

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1173-20 being a Land Use Bylaw Amendment to Rezone Part of Plan 192 3085, Block 24, Lot 3 from La Crete Highway Commercial “LC-HC” to Hamlet Residential 1B, subject to public hearing input.

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**BYLAW NO. 1173-20**  
**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 a Dwelling – Single Family with or without Garage-Attached.

**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 Plan 192 3085, Block 24, Lot 3

within the Hamlet of La Crete, be rezoned from La Crete Highway Commercial “LC-HC” to Hamlet Residential 1B “H-1B” as outlined in Schedule “A” hereto attached.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2020.

PUBLIC HEARING held this \_\_\_ day of \_\_\_\_\_, 2020

READ a second time this \_\_\_ day of \_\_\_\_\_, 2020.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2020.

---

Joshua Knelsen  
Reeve

---

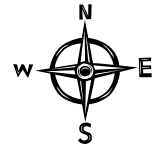
Lenard Racher  
Chief Administrative Officer

**BYLAW No. 1173-20**

**SCHEDULE "A"**

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

Part of Plan 192 3085, Block 24, Lot 3 within the Hamlet of La Crete, be rezoned from La Crete Highway Commercial "LC-HC" to Hamlet Residential 1B "H-R1B"



FROM: La Crete Highway Commercial "LC-HC"

TO: Hamlet Residential 1B "H-R1B"



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

COMPLETE ONLY IF DIFFERENT FROM APPLICANT

NAME OF APPLICANT <i>Select Developments</i>		
ADDRESS <i>Box 1095</i>		
CITY/TOWN <i>LaCrete, Alberta</i>		
POSTAL CODE (RES.) <i>T0H 2H0</i>	PHONE <i>9260353</i>	BUS.

NAME OF REGISTERED OWNER		
ADDRESS		
CITY/TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
						<i>052 4647</i>	<i>24</i>	<i>1</i>

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *LC-HC*

*Part of*  
*Part of 192 3085*      *24 3*  
TO: *H-RIB*

REASONS SUPPORTING PROPOSED AMENDMENT:

*Rezone to a district that allows for houses with or without garages.*

---

---

---

---

---

---

---

---

---

---

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *\$460 + \$100*      RECEIPT NO. *Invoice*  
*\$560.*

APPLICANT SIGNATURE

DATE

*February 4, 2020*

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER SIGNATURE

DATE

*Feb 28 / 2020*

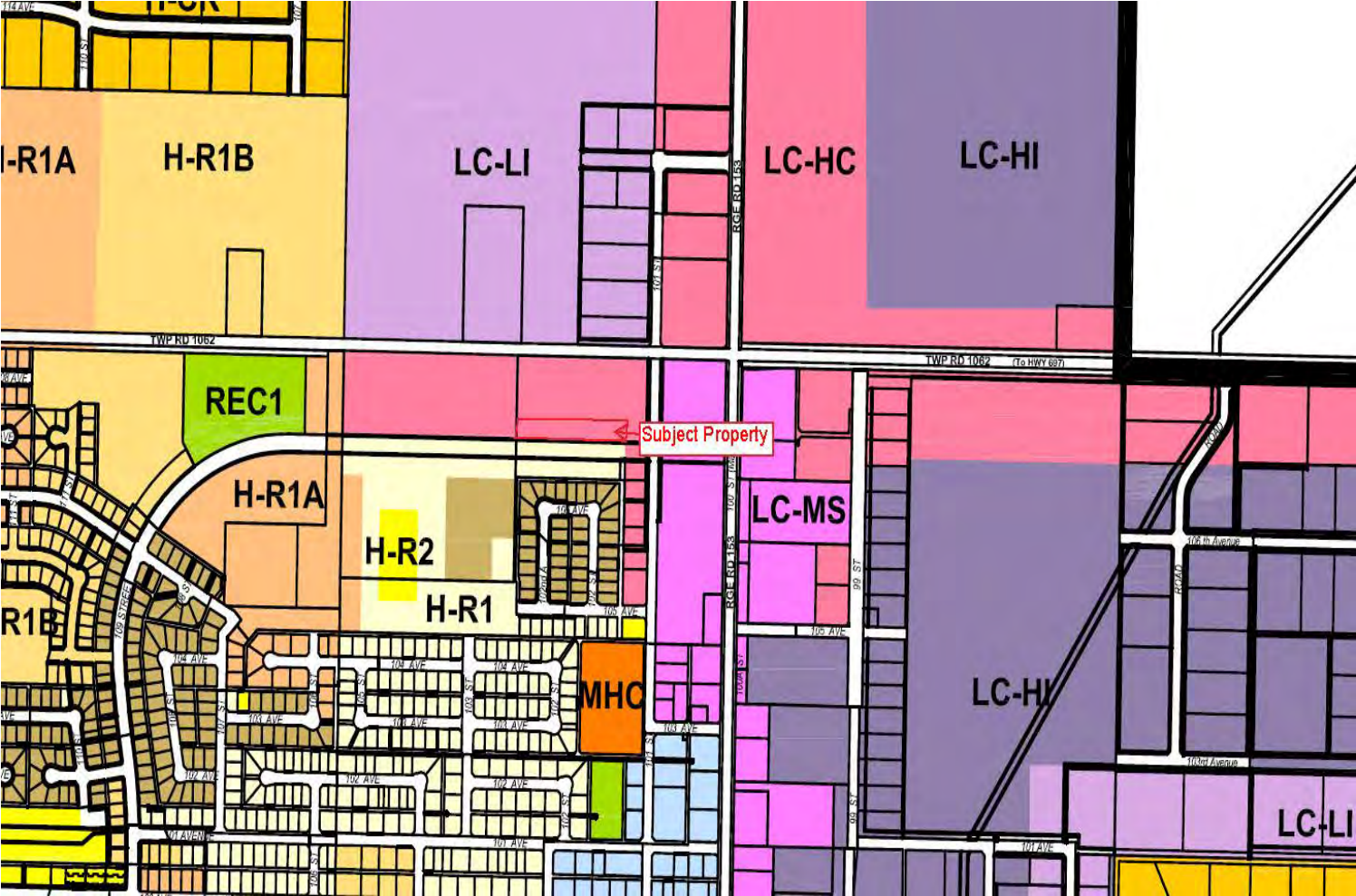
Mackenzie County  
Box 640, 4511-46 Avenue  
Fort Vermilion, AB T0H 1N0



Mackenzie County

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

# BYLAW APPLICATION



File No. Bylaw 1173-20

**Disclaimer**

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



**Mackenzie County**

**NOT TO SCALE**





# BYLAW APPLICATION



File No. Bylaw 1173-20

**NOT TO SCALE**

**Disclaimer**

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



**Mackenzie County**

**Tentative Plan Showing**  
**Proposed Subdivision of**  
**Lot 3, Block 24, Plan 192 3085**  
 (New Lots)  
 Within  
 Mackenzie County

**LANDOWNER(S):**

Lot 3, Block 24, Plan 192 3085





Vanguard Realty Ltd.

C. of T. 192 262 760 +1

**REGISTERED TITLE ENCUMBRANCES**

- 792 251 925:  
U.R.W. - Northern Lights Gas Co-op Ltd.
- 032 090 066:  
Caveat (Deferred Reserve) - The Municipal District of Mackenzie No. 23
- 032 350 122:  
U.R.W. - The Municipal District of Mackenzie No. 23

**LEGEND**

-  Lands Dealt With
-  Road
-  Land to be acquired for Road
-  Lane to be closed

Scale  
1:1000



**BORDERLINE SURVEYS**

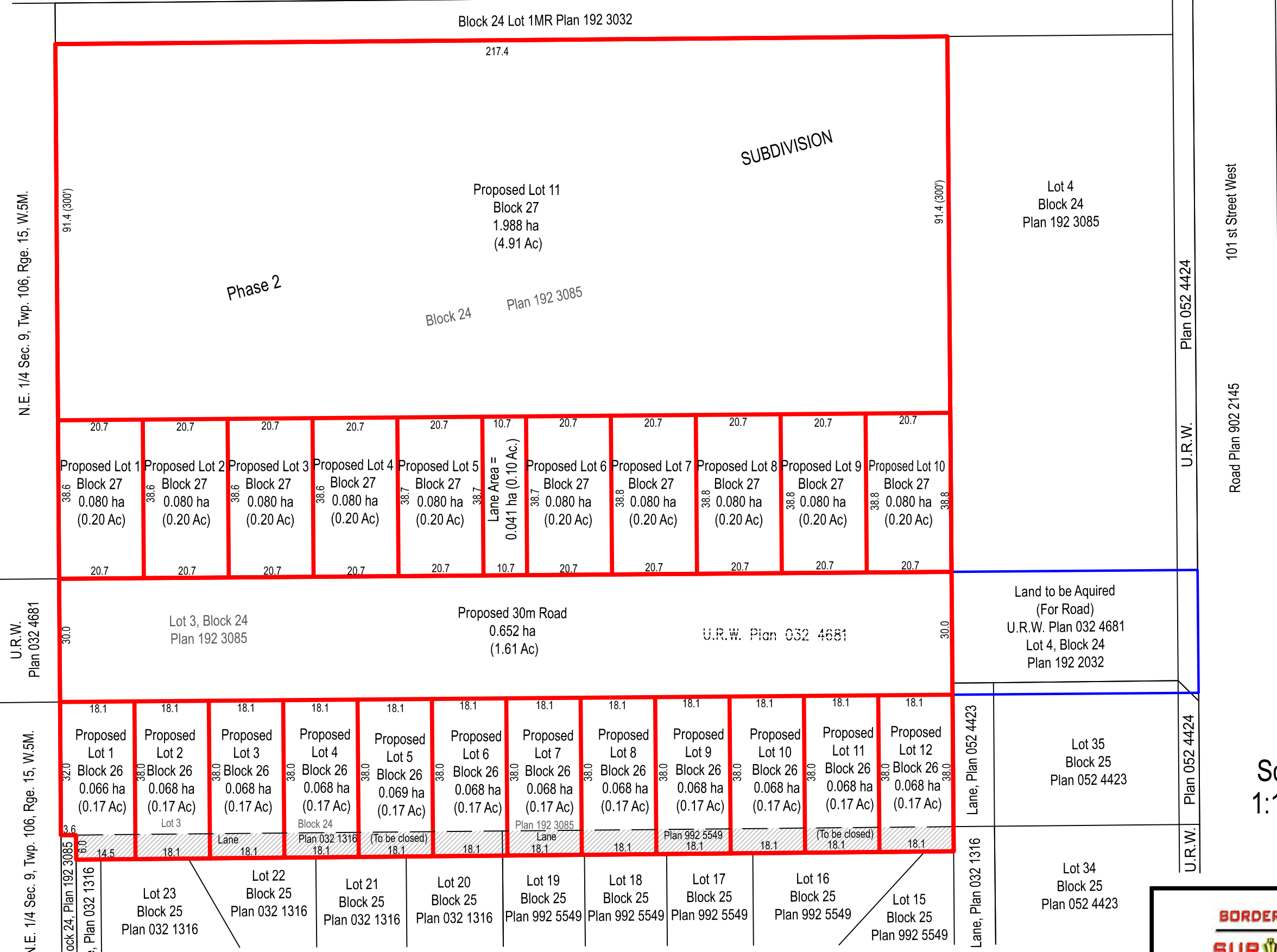
11028 102th Ave., Box 2661  
Fairview, AB. T80 . 835 . 4618

Page: 1 of 2

January 3rd, 2020

Drawn by: SW

Job No. 190166



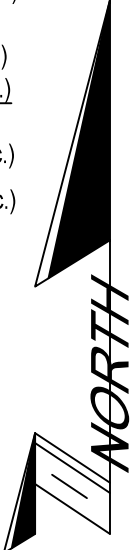


**Tentative Plan Showing**  
**Proposed Subdivision of**  
**Lot 3, Block 24, Plan 192 3085**  
**(New Lots)**  
**Within**  
**Mackenzie County**

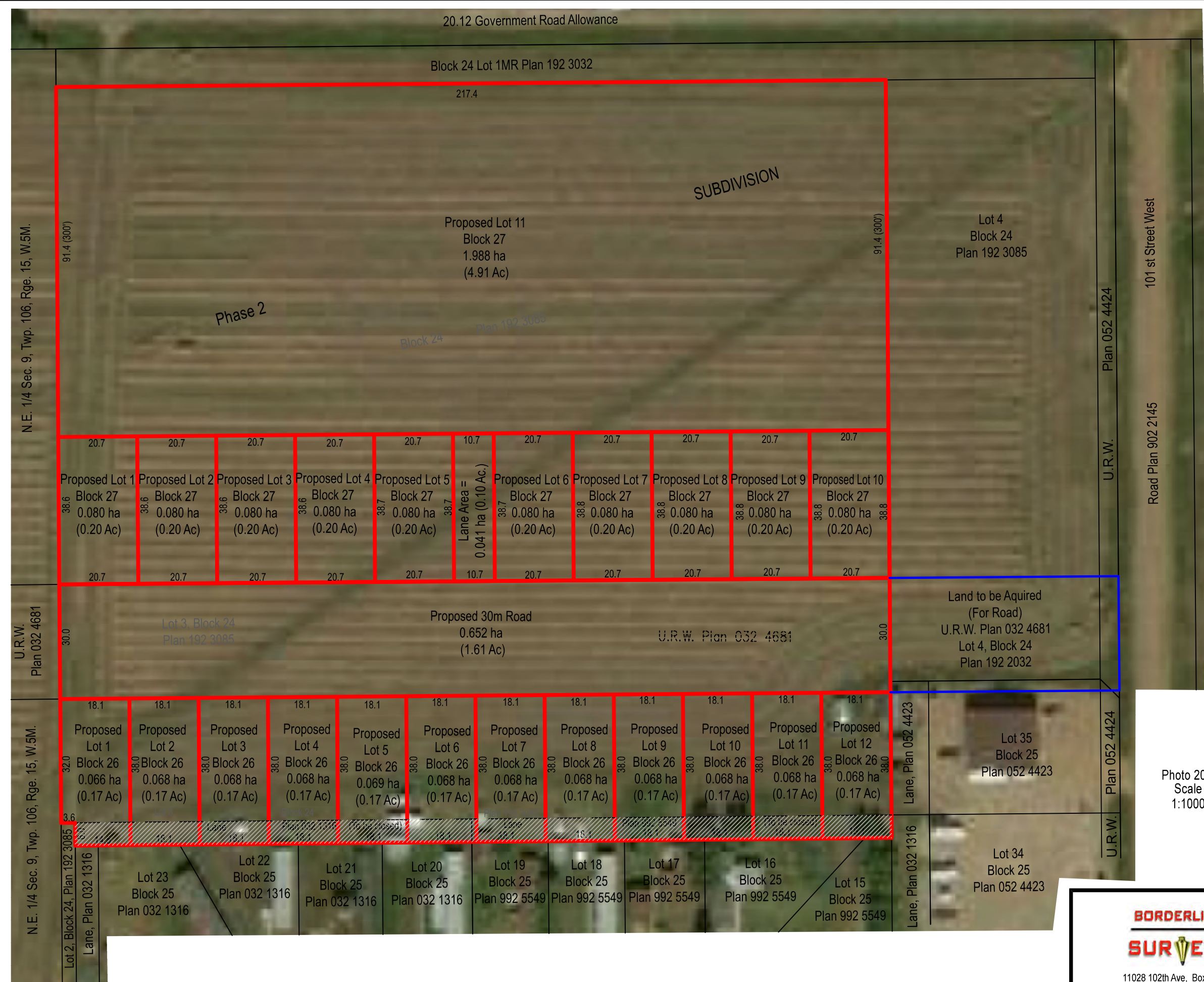
**PROPOSED LOT AREAS:**

Lot 1, Block 26:	0.066 ha (0.17 Ac.)
Lot 2, Block 26:	0.068 ha (0.17 Ac.)
Lot 3, Block 26:	0.068 ha (0.17 Ac.)
Lot 4, Block 26:	0.068 ha (0.17 Ac.)
Lot 5, Block 26:	0.068 ha (0.17 Ac.)
Lot 6, Block 26:	0.068 ha (0.17 Ac.)
Lot 7, Block 26:	0.068 ha (0.17 Ac.)
Lot 8, Block 26:	0.068 ha (0.17 Ac.)
Lot 9, Block 26:	0.068 ha (0.17 Ac.)
Lot 10, Block 26:	0.068 ha (0.17 Ac.)
Lot 11, Block 26:	0.068 ha (0.17 Ac.)
Lot 12, Block 26:	0.068 ha (0.17 Ac.)
Lot 1, Block 27:	0.080 ha (0.20 Ac.)
Lot 2, Block 27:	0.080 ha (0.20 Ac.)
Lot 3, Block 27:	0.080 ha (0.20 Ac.)
Lot 4, Block 27:	0.080 ha (0.20 Ac.)
Lot 5, Block 27:	0.080 ha (0.20 Ac.)
Lot 6, Block 27:	0.080 ha (0.20 Ac.)
Lot 7, Block 27:	0.080 ha (0.20 Ac.)
Lot 8, Block 27:	0.080 ha (0.20 Ac.)
Lot 9, Block 27:	0.080 ha (0.20 Ac.)
Lot 10, Block 27:	0.080 ha (0.20 Ac.)
Lot 11, Block 27:	0.080 ha (0.20 Ac.)
Lot 11, Block 27:	1.988 ha (4.91 Ac)
Lane:	0.041 ha (0.10 Ac.)
Road:	0.652 ha (1.61 Ac.)
Total:	4.321 ha (10.68 Ac.)
Lane to be closed:	0.128 ha (0.317 Ac.)

Photo 2018  
Scale  
1:1000



11028 102th Ave, Box 2661  
Fairview, AB. T80 . 835 . 4618







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Policy PW042 Road Allowance Use</b>

**BACKGROUND / PROPOSAL:**

The Road Allowance Use Policy was tabled at the February 26, 2020 Regular Council Meeting. Council has requested that administration make a few small amendments and bring the policy back for approval.

**MOTION 20-02**                    **MOVED** by Councillor Braun

That Policy PW042 Road Allowance Use be TABLED to the next meeting.

**CARRIED**

**OPTIONS & BENEFITS:**

To approve the amendments made to Policy PW042 Road Allowance Use as presented.

To suggest further policy amendments.

**COSTS & SOURCE OF FUNDING:**

N/A

**Author:** R Wolfe                    **Reviewed by:** B Peters                    **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Policy PW042 Road Allowance Use

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW042 Road Allowance Use be amended as presented.

Author: R Wolfe      Reviewed by: B Peters      CAO: \_\_\_\_\_

## Mackenzie County

<b>Title</b>	<b>Road Allowance Use Policy</b>	<b>Policy No:</b>	<b>PW042</b>
--------------	----------------------------------	-------------------	--------------

<b>Legislation Reference</b>	<b>Municipal Government Act – Part 3, Division 2, Section 18</b>
------------------------------	--

### **Purpose**

To establish guidelines for the use of all municipal road allowances in Mackenzie County, including criteria to determine the best use of a road allowance for municipal purposes.

### **POLICY STATEMENT**

Road allowances are municipal assets that can be utilized for various purposes. Therefore, it is essential to specify the use priorities, criteria and related processes.

### **DEFINITIONS**

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

“Adjacent Landowner” – person(s) with property that shares a border with a County road allowance.

“Penalties” – fines or other penalties that shall be imposed by Mackenzie County, as established in the Fee Schedule Bylaw, for the construction of roads, accesses or agriculture that use or may impact road allowances which do not have the approval of Mackenzie County.

“Road Allowance” – any public road right-of-way under the jurisdiction of Mackenzie County but does not include any public road right-of-ways under the jurisdiction of the Province of Alberta.

### **GENERAL PROVISIONS**

Mackenzie County’s preference is for undeveloped road allowances to remain untouched and to maintain all treed areas as shelterbelts. However, Mackenzie County understands the desire for adjacent landowners to utilize road allowances. If not being used for municipal purposes, there are options for adjacent landowners who wish to make use of these areas.

## ROAD ALLOWANCE PRIORITIES

The following general uses are acceptable to occur within a road allowance, in this priority order:

1. **Permanent Road or Temporary Road/Trail**

The primary purpose of a road allowance is to allow for the movement of goods and people and provide access to property. If expansion of the county road network is required and serves this municipal purpose, permission will be granted to undertake the required work (subject to additional conditions within this, and other county policies and bylaws).

2. **Treed Shelterbelt**

If a road allowance is not required to form part of the municipal road network, the intent is for road allowances to remain treed in order to create windbreaks and add and/or maintain biodiversity within farmland areas. If the existing trees on a road allowance are older and likely to create an ongoing safety and maintenance challenge, it is acceptable to clear most of the trees. No stumping or other disturbance of the topsoil is permitted.

3. **Animal Grazing**

The road allowance may be utilized for grazing purposes if adjacent to existing pasture lands, but the road allowance shall remain primarily treed.

4. **Field Crop Farming**

Field crop farming is only included in this Policy as a use for grandfathered properties that are already in this condition. The use of road allowances for new field crop farming operations is prohibited.

5. **Sale of Road Allowance**

The sale of road allowance will be considered on a case-by-case basis, but is a practice that will generally be discouraged.

## OTHER SPECIFICATIONS FOR ROAD ALLOWANCE USE

### Road Allowance Use Agreement

If a road allowance is not required by Mackenzie County for road or access purposes and an adjacent landowner would like to utilize the road allowance for any of the acceptable uses listed in the above section, they must enter into a road allowance use agreement with Mackenzie County.

1. Use of an undeveloped road allowance shall be established in the following order.
  - a) First priority shall be given to the landowner of the quarter section or



subdivision of which the road allowance has been removed from and ONLY for the portion adjacent to the property as outlined in Schedule "A" attached.

- b) Second priority shall be given to the landowner of the quarter section or subdivision directly West of the road allowance and ONLY for the portion adjacent to the property, as outlined in Schedule "A" attached.

All applications will be subject to consent of first and subsequent priorities for use of the undeveloped road allowance.

2. Mackenzie County may enter into a License Agreement with a landowner for the use of an undeveloped road allowance adjacent to his property provided:
  - a) The undeveloped road allowance is not closed for public use.
  - b) The undeveloped road allowance is not required for any municipal purposes as determined by Mackenzie County.
  - c) Texas gates or another type of security gate must be installed by the adjacent landowner if the undeveloped road allowance is to be used for raising livestock.
3. If a landowner is installing a texas gate or another type of security gate on an undeveloped road allowance:
  - a) The landowner is responsible for all costs, installation and maintenance of the texas gate or other type of security gate.
  - b) The minimum dimensions of a texas gate must be twenty-four feet in width and six feet in length.
  - c) If the landowner installs a security gate, it may be closed but must not be locked to allow public access.
  - d) The landowner, or any successor to the lands involved, shall remove the texas gate or security gate either temporarily or permanently, at their expense, if the municipality requests that this be done for road improvement or any other purpose.
4. The County may, at its sole discretion, cancel the License Agreement at any time with minimal notice should the road allowance be required for municipal purposes.

### **Road Construction on Road Allowance**

If a landowner would like to construct a permanent or temporary road within an undeveloped road allowance adjacent to their property, a road construction application must be submitted to the County for approval. Refer to Policy PW039 for details on this application process.

The Municipal Government Act (MGA) gives municipalities the responsibility to direct, control and manage all roads within the municipality. Therefore, Mackenzie County reserves the right to deny a road construction application.

### **Use of Road Allowance for Infrastructure and Utilities**

Mackenzie County reserves the right to use road allowances for municipal infrastructure and utilities, which includes, but is not limited to; water, sanitary sewer and storm water/surface drainage. Utility providers may be granted permission to utilize road allowances for infrastructure such as gas lines, power lines or telecommunications.

Private use of road allowances for such infrastructure is not permitted. However, if required for a specific project, a landowner may request county approval. Any permittance of the use of road allowances for infrastructure and utilities will be evaluated on a case-to-case basis and shall be approved only if deemed necessary by the county.

### **Sale of Road Allowance**

An undeveloped road allowance may be closed and sold provided Council has passed a road closure bylaw for the specific road allowance, which is approved by the Minister of Transportation.

1. Sale of an undeveloped road allowance shall be established in the following order.
  - a) First priority shall be given to the adjacent parcel of land/quarter section that had provided alternate land for municipal purposes.
    - i) An original landowner, who has provided alternate land for municipal purposes at no cost, shall receive the closed undeveloped road allowance at no cost.
    - ii) If the land has transferred ownership, or if there is no proof that the land was exchanged at no cost, the current landowner shall pay the market value as established by the County.
  - b) Second priority shall be given to the adjacent landowner who has cleared, with appropriate approval, and is using the undeveloped road allowance for agricultural purposes. The sale of this land shall be at market value as established by the County.
  - c) Third priority shall be given to the adjacent landowner who has cleared and developed the road allowance for a minimum of 10 years. The sale of this land shall be at market value as established by the County.
  - d) Fourth priority shall be given to the adjacent landowner who put in the highest bid on the sale of the undeveloped road allowance.

2. Notwithstanding Section 1, no road closure shall be permitted if it leaves and/or creates a fragmented portion of land that is less than 70 meters (230 feet) in width.
3. The property transfer must be finalized within 180 days of the acknowledgment or confirmation of the sale. If not, the County retains the right to sell the undeveloped road allowance to the other adjacent landowner.
4. All legal and consolidation costs incurred by the road closure and transfer of the undeveloped road allowance shall be borne by the purchaser.

### **Tree Removal Specifications**

Landowners are encouraged to leave or plant shelterbelts along road allowances. Mackenzie County does not permit tree clearing on road allowances; if tree removal is required, a written request must be submitted to the county for consideration. If granted permission for tree removal, the permittee must repair and restore the area where the trees are removed, leaving no holes or debris. Surface disturbances should be kept at a minimum with appropriate measures taken to control wind and water erosion.

### **Weed Control**

A landowner who has a license agreement with the County shall be responsible for all weed control within that road allowance.

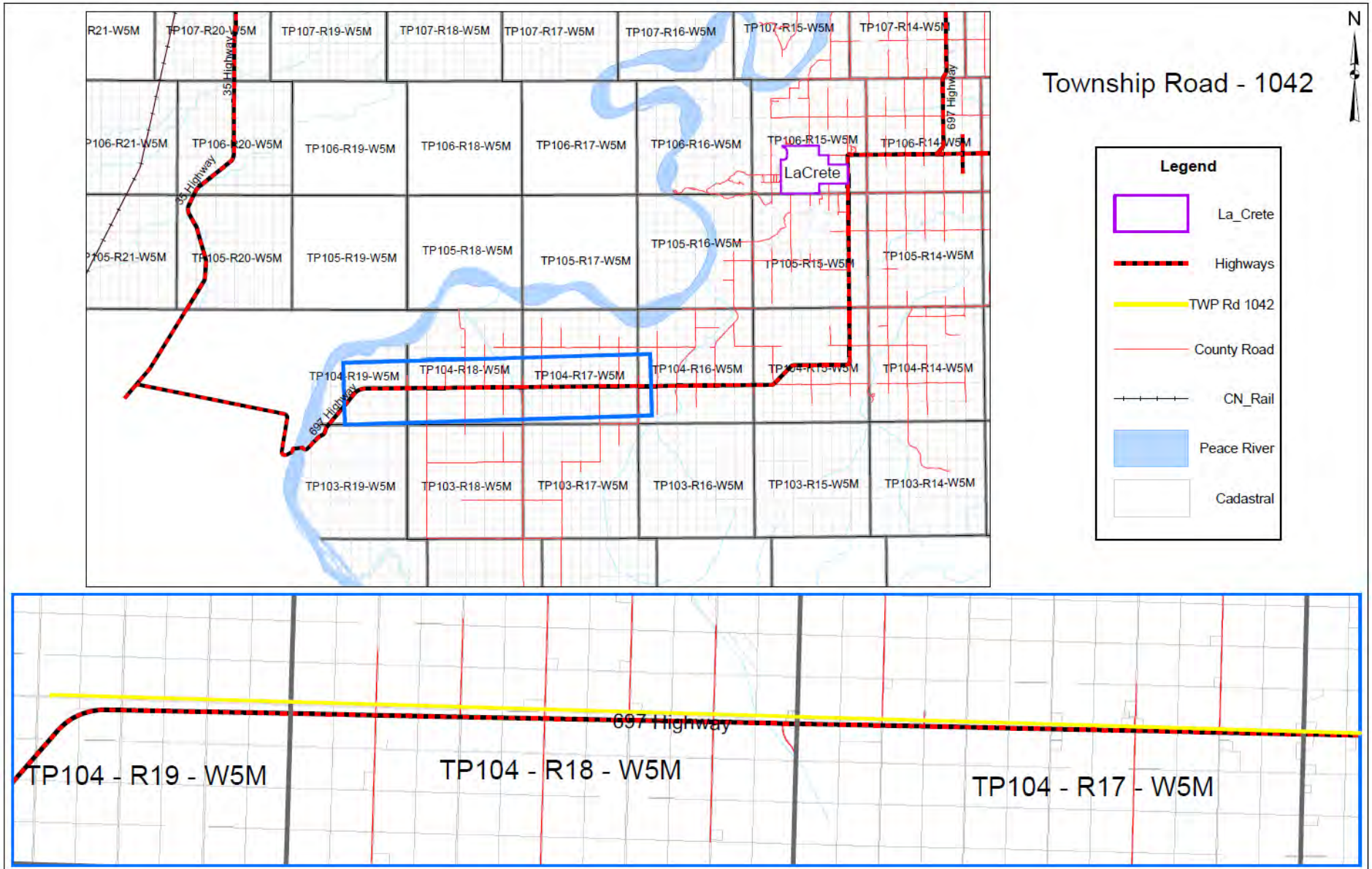
	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	2020-01-29	20-01-061
<b>Amended</b>		
<b>Amended</b>		

**SCHEDULE A**

---

**Township Road 1042**

Mackenzie County will not consider the sale of any portion of Township Road 1042 identified in the following map:



**SCHEDULE B**

---

**Road Allowance Use Agreement**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**BETWEEN:**

MACKENZIE COUNTY

(hereinafter referred to as "the County")

-and-

\_\_\_\_\_  
(hereinafter referred to as "the Applicant")

The County, insofar as it has the right to do so, grants to the Applicant, its, employees, agents, servants, contractors and subcontractors, the nonexclusive right, to use that portion of the County's road allowance as indicated on Schedule "B" (hereinafter referred to as the "Road Allowance") for the purpose described in Schedule "A". From time to time the County and the Applicant may execute additional Schedules and such addendum shall be incorporated into and form part of this Agreement.

Therefore, in consideration of the mutual covenants and conditions contained in this Agreement the parties agree as follows:

**1.0 Terms and Conditions**

**1.1** This Agreement including any attachments comprised of the following Schedules, which are attached hereto and made part hereof, shall be the terms and conditions as agreed to by the County and the Applicant:

Schedule A – Application submitted to the County by the Applicant

Schedule B – Plan of Road Allowance

Schedule C – Contacts and Additional Terms

Schedule D – Approvals Obtained from Other Agencies (i.e. ESRD)

**1.2** This agreement expires April 30, \_\_\_\_\_. A one year extension may be granted upon a written request. The extension request must be submitted at least 30 days prior to the expiration date of the agreement.

**2.0 Undertakings**

**2.1** The Applicant agrees to carry out all construction on road allowances in accordance with the application approved by the County and shall be wholly and solely responsible for all costs relating thereto.

- 2.2** The Applicant agrees to be wholly and solely responsible for the costs relating to the operation and maintenance of any roads and accesses constructed on road allowances until the said roads and accesses have been accepted by the County.
- 2.3** The Applicant agrees to be wholly and solely responsible for the costs relating to the operation and maintenance of any permanent agricultural surface water management channels constructed on road allowances and accepts all liability relating thereto.
- 2.4** The Applicant agrees to be wholly and solely responsible for obtaining any approvals from other levels of government and agrees to provide the County with a copy of the said approvals prior to starting any construction. I.e. Alberta Environment and Sustainable Resource Development.
- 2.5** The County agrees to duly consider all applications received and may issue approvals with or without other conditions.
- 2.6** Due to budgetary and design constraints, the County agrees to consider the provisions of the “Endeavour to Assist” section in the County Policy No. PW039 on a first come, first serve basis.
- 2.7** If the Applicant submitted an application for the use of a road allowance and has not submitted an application to construct a road, by signing this agreement, the County permits the Applicant to clear and brush the road allowance. The Applicant agrees to undertake clearing and brushing to the pin side of the road allowance. Furthermore, the Applicant, at minimum, must windrow the brush to the pin side of the road allowance, and provide a break in the windrow every 200 meters and at every drainage course and/or water course; the Applicant, at minimum, must clear and grub and/or stump a trail that is, at minimum 25 feet wide, which shall allow vehicular access.
- 3.0 Road Restrictions**
- 3.1** The County reserves to itself the exclusive control and operation of all road allowances and the Applicant shall observe restrictions imposed in relation to construction whether imposed by governmental authority or by the County as it reasonably deems necessary to protect the integrity of the road allowance
- 3.2** The County shall endeavor to notify the Applicant when anticipated restrictions are to be imposed.
- 3.3** The County shall not be liable for any loss or damage occurring to the Applicant as a result of the imposition of the said restrictions or of the failure to give reasonable notice thereof to the Applicant.



**3.4** The County reserves the right to control the entrances of any accesses connected to the said road allowance and to control the location of signs and culvert installations at such accesses.

#### **4.0 Maintenance**

**4.1** Notwithstanding anything herein contained the County does not provide any warrant as the suitability of fitness of the road allowance for the Applicant's intended purpose nor does the County give any undertaking to maintain any roads and accesses until they have been accepted by the County.

**4.2** The Applicant will remain financially and legally liable for any permanent agricultural surface water management channels constructed within undeveloped road allowances and shall perform all maintenance related thereto.

#### **5.0 Damages**

**5.1** The Applicant agrees that if damage to the road allowance, as determined by the County acting reasonably, results from the exercise by the Applicant and its servants, agents, employees, contractors and subcontractors of the rights herein granted, the Applicant shall, at the County's request, restore the road allowance to its previous condition. If the Applicant fails to comply with such instruction within a reasonable time, to be determined by the County, the County may restore the road allowance to its previous condition at the expense of the Applicant. In such event, the Applicant shall reimburse the County the County's costs of the restoration within thirty (30) days of receiving the County's invoice. Should the Applicant fail to pay such costs within thirty (30) days, the Applicant shall be subject to interest and collection costs on any outstanding amounts.

#### **6.0 Liability and Indemnity**

**6.1** The Applicant shall use the road allowance entirely at his/her own risk and shall be liable for any loss, damage or expense suffered by the County as a direct result of the use of the road allowance by the Applicant, his/her employees, agents, servants, contractors or subcontractors, unless such loss, damage or expense is a direct result of the negligence or willful misconduct of the County its employees, agents, servants, contractors or subcontractors.

**6.2** The Applicant shall indemnify the County against all actions, proceedings, claims, demands and costs suffered by the County directly resulting from the use of the road allowance by the Applicant, its employees, agents, servants, contractors or subcontractors, unless such action, proceeding, claim, demand or cost is a direct result of the negligence or willful misconduct of the County, its employees, agents, servants, contractors or subcontractors.

**7.0 Environmental**

- 7.1** The Applicant must notify the County immediately in the event of any environmental, pollution or contamination problems caused by the Applicant's operations on the road allowance or on any adjacent lands as a result of the use of the road allowance (hereinafter referred to as "Environmental Contamination") and the Applicant shall be solely responsible for the cost of all work carried out to correct any/all Environmental Contamination caused by the Applicant.
- 7.2** The Applicant shall comply with the provisions of all applicable federal, provincial and municipal laws' with respect to maintaining a clean environment.
- 7.3** The Applicant shall indemnify and save the County harmless against any and all damages and expenses which may be brought against or suffered by the County and which are incidental to any Environment Contamination, except to the extent that such loss, damage or expense is the result of the County's operations.
- 7.4** Upon termination of this Agreement, the Applicant shall leave the road allowance and any lands adjacent thereto, free of any Environmental Contamination resulting from the Applicant's operation which may adversely affect the land or result in a breach of the duties described in Environment Clause 7.2. The responsibility of the Applicant to the County with respect to the environmental obligations contained herein shall continue to be enforceable by the County notwithstanding the termination of this Agreement.

**8.0 Default**

- 8.1** If the Applicant is in default of any provisions herein, and such default continues for a period of thirty (30) days after receipt of notice from the County to remedy such default or fails to remedy the default with all due diligence thereafter, the County may without limiting any other remedies it may have, terminate this Agreement and the Applicant shall be deemed to have forfeited any and all right hereunder.

**9.0 Insurance**

- 9.1** It shall be the responsibility of the Applicant to maintain and keep in force during the term of this Agreement, for the benefit of the Applicant, the following insurance:
- (a) Automobile liability Insurance covering bodily injury (including passenger hazard) and property damage arising from the operation of owned or non-owned vehicles used on the road allowance in the course of operations by the Applicant, with inclusive limits of not less than \$2,000,000 (two million dollars) for any one accident or occurrence.

(b) General Liability Insurance covering the liability of the Applicant for bodily injury and property damage arising from operations of the Applicant in connection with this Agreement. The limits of this insurance shall not be less than \$2,000,000 (two million dollars) for any one accident or occurrence.

**9.2** Upon demand by the County, the Applicant shall provide the County a Certificate of Insurance as evidence of the insurance required by the preceding clause. Insurance policies shall include a waiver of subrogation in favor of the County and its agents and employees.

**9.3** As an alternative to the insurance policies referred to above, if acceptable to the County, the Applicant may self-insure against the risks normally covered by such policies.

**9.4** The Applicant shall use its best efforts to ensure that any of its contractors and agents using the road allowance, that are not covered by the insurance policies set forth above, maintain insurance in accordance with the provisions of this section during those contractors' use of the road allowance.

**9.5** The insurance policies shall be endorsed to provide that in the event of any change that could affect the interests of the County, or in the event of their cancellation, the insurers shall notify the County thirty (30) days prior to the effective date of such change or cancellation.

**10.0 Notices**

**10.1** Notices to be given under this Agreement shall be in writing and may be mailed or electronically transmitted, addressed to the parties as follows:

MACKENZIE COUNTY  
 Attention: Chief Administrative Officer  
 P.O. Box 640  
 Fort Vermilion, AB T0H 1N0  
 Phone (780) 927-3718  
 Toll-free 1-877-927-0677  
 Fax (780) 927-4266

THE APPLICANT  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**10.2** Either party may, from time to time, change its address for service by giving written notice to the other party.

**10.3** Any notice, invoice or other communication shall be deemed to be received by the addressee, if delivered personally, or electronically transmitted, on the first business day following delivery or transmission and, if mailed on the fourth business day following the day on which it was mailed.

**10.4** In the case of a postal disruption or an anticipated postal disruption, all notices or other communications to be given under this Agreement shall be electronically transmitted or delivered by hand.

### **11.0 Assignment**

**11.1** This Agreement is not assignable in whole or in part.

### **12.0 Termination**

**12.1** Notwithstanding any provision to the contrary herein contained, this Agreement or any Addendum/Addenda may be terminated upon a minimum of thirty (30) days prior written notice given by either party to the other. Such notice shall state the termination date of the Agreement or Addendum/Addenda. Upon termination of this Agreement or any Addendum/Addenda thereto, all applicable rights and obligations as between the County and the Applicant shall terminate except that the Applicant shall remain liable to the County for all of its obligations and liabilities arising pursuant to this Agreement prior to the date of such termination.

**12.2** The County shall inspect the road allowance upon termination of this Agreement and/or any Addendum and shall notify the Applicant of any damage to the road allowance, excluding normal wear and tear.

**12.3** Upon termination the Applicant shall, upon the County's request, remove all culverts, installations and fixtures on the road allowance placed for the Applicant's purposes. If they are not removed within thirty (30) days of such a request; the County shall have the right to remove such culverts, installations or fixtures and the County shall invoice the Applicant the actual cost relating thereto.

### **13.0 Miscellaneous**

**13.1** This Agreement and the relationship of the parties shall for all purposes be governed by and construed and interpreted according to the laws of the Province of Alberta. Each party irrevocably attorns, for all purposes hereunder, to the jurisdiction of the courts of the Province of Alberta and all courts of appeal there from.

This Agreement, as amended from time to time by agreement in writing of the parties, shall be the entire agreement between the County and the Applicant as to the matters herein and all previous promises, representations or agreements between the parties, whether oral or written, shall be deemed to have been replaced by this Agreement.

The parties have executed this Agreement as of the day and year first above written:

\_\_\_\_\_  
MACKENZIE COUNTY

\_\_\_\_\_  
LANDOWNER

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>Inter-municipal Development Plan Exemption with the Town of Rainbow Lake</b>

## **BACKGROUND / PROPOSAL:**

Administration has discussed the minimum requirements and options available for the Inter-municipal Development Plan (IDP).

The decision was made that there is no need for an Inter-municipal Development Plan considering that all land adjacent to the municipal boundaries are owned by the Crown.

The Minister of Municipal Affairs signed a Ministerial Order on July 19, 2018 that allows two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land. These are **EXEMPT** from the requirements of IDP on the condition that all parties agree to apply the exemption by resolution and file copies of those resolutions with the Minister within 90 days of the date each resolution is passed.

Council must pass a resolution in order to apply for the IDP exemption. The motion will mirror the motion that will be taken to the March 16, 2020 Town of Rainbow Lake Regular Council meeting.

## **OPTIONS & BENEFITS:**

Administration has no concerns with this request.

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

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

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

The Sustainability Plan insinuates that regional partnerships be built and maintained to advocate for northern Alberta.

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

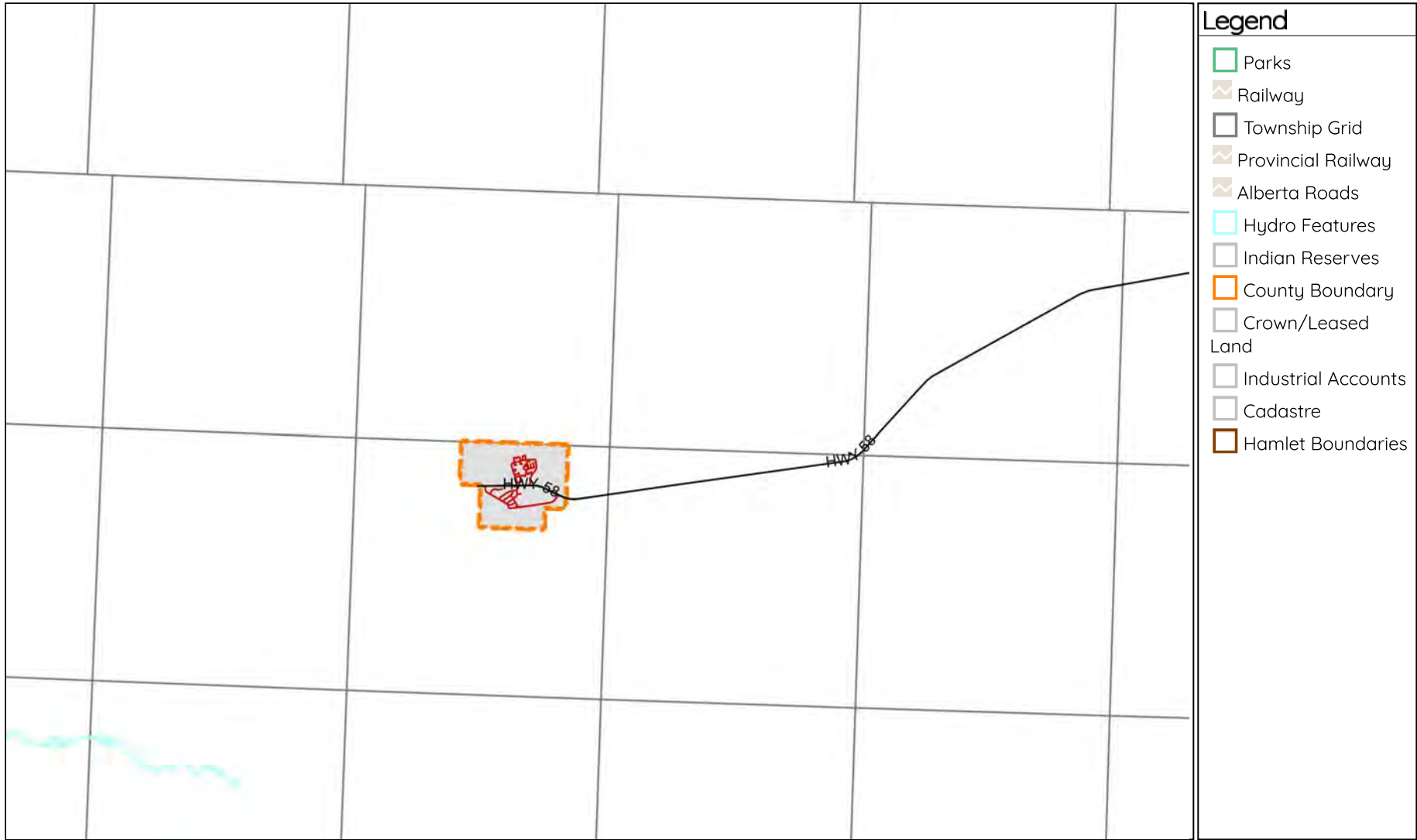
**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Council direct Administration, based on Ministerial Order No. MSL: 047/18, to request an exemption from the Minister of Municipal Affairs from the requirements in Sections 605 and 631 of the *Municipal Government Act* (MGA) for the municipalities of Town of Rainbow Lake 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.

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





Scale 1: 212,755



The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>2020 Open Houses</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County has held five public Open Houses in the past throughout the County to meet with the public and present budget and activity highlights from the previous year, as well as anticipated projects for the current year. Council and administration are in attendance to highlight their department responsibilities and projects. This is a chance for the County to connect with the community and allow ratepayers to raise any questions or concerns.

Administration recommends the following format for the 2020 Open Houses:

- BBQ and Open House Style Event – 5:30 pm – 7:00 pm
  - Administration recommends that the number of locations be reduced to three areas.
- Question Period – 7:00 pm
  - Administration recommends removing the formal call to order process and presentations. Presentations are already available at the information booths and any questions can be asked during the question and answer period.

## **OPTIONS & BENEFITS:**

To create opportunities for meaningful public participation in decisions that directly impact the public based on the municipality’s public participation policy (ADM056).

**Author:** C. Gabriel      **Reviewed by:** \_\_\_\_\_      **CAO:** L. Racher

**COSTS & SOURCE OF FUNDING:**

2020 Operating Budget

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Open Houses are advertised in the newspaper, Big Deal Bulletin, and the County Facebook page.

**POLICY REFERENCES:**

Policy ADM056 Public Participation

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2020 Annual Open Houses be held as follows:

- La Crete – \_\_\_\_\_
- Fort Vermilion – \_\_\_\_\_
- Rocky Lane/High Level Rural - \_\_\_\_\_

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: L. Racher



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Beaver First Nation – Investing in Canada Infrastructure Program</b>

## **BACKGROUND / PROPOSAL:**

Beaver First Nation submitted an Expression of Interest proposal to the Federal Government’s Investing in Canada Infrastructure Program (ICIP) in the fall of 2018. The Asphalt Paving Project has recently been endorsed by the Government of Alberta for submission to Infrastructure Canada (INFC) for funding consideration under the Rural and Northern Communities stream. The endorsement is conditional on submitting a federal application to the province including evidence of sufficient project funding in place by March 31, 2020. A copy of the proposal and letter of endorsement are attached for review.

Beaver First Nation has had a discussion with Indigenous Affairs Alberta and is understanding that 27 million has been identified to come from the ICIP funds. The remaining funds will come through partnerships formed within the coming weeks. Beaver First Nation has requested a meeting with Mackenzie County as well as Alberta Transportation to discuss funding possibilities and next steps.

The project would include paving approximately thirty-two (32) kilometres of gravel road between Boyer 164 and Child Lake 164A (Rocky Lane Road).

A meeting has been scheduled with Beaver First Nation for Friday, March 13, 2020.

## **OPTIONS & BENEFITS:**

See attached Expression of Interest for full detailed list of economic, environmental, and social benefits.

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

**COSTS & SOURCE OF FUNDING:**

Estimated project costs are \$1.5 million per kilometer of paving. A total of 32 kilometers at \$48,000,000.00.

Beaver First Nation has received a verbal commitment that ISC (INAC) will contribute 25% towards this project.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: J. Emmerson      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

The Government of Alberta is responsible for identifying and submitting projects to the Government of Canada for the Investing in Canada Infrastructure Program (ICIP). This Expression of Interest (EOI) Form is the first stage in the application process. The form will be used by the Government of Alberta to determine eligibility and identify which projects will be submitted to the federal government for review and approval. Projects will be evaluated against a prioritization criteria, which includes the project's alignment with Government of Alberta priorities and project readiness.

This form is for expressing interest in the Green Infrastructure; Community, Culture and Recreation; and Rural and Northern Communities streams.

After submission, applicants will be notified by Alberta Infrastructure staff on the status of their application. Selected project applicants will be invited to complete the federal application form for ICIP funding. Further details on this next stage of the federal application process will be shared with selected applicants. Please note that projects are not approved for funding until the federal application form is submitted and Infrastructure Canada approves the project.

Projects with total eligible costs over \$10 million and select Green Infrastructure projects will require climate assessments as part of the project submission process. This includes a Greenhouse Gas Mitigation Assessment and the Climate Change Resilience Assessment. Applicants shortlisted by the Government of Alberta that meet the threshold will be advised to secure a vendor to conduct the required assessments.

If approved, projects with total estimated eligible expenditures of \$25 million dollars or more will be required to report on community employment benefits provided to at least three (3) of the federal target groups: apprentices, Indigenous peoples, women, persons with disabilities, veterans, youth, new Canadians, or small/medium-sized enterprises and social enterprises. Applicants should consider how this reporting requirement will be addressed by their projects, if applicable.

Please email questions or concerns to [alberta.icip@gov.ab.ca](mailto:alberta.icip@gov.ab.ca)

Contact Information	
Project Applicant Organization Name Beaver First Nation	
Project Contact Name and Title Rod Chalifoux, Band Manager	
Primary Contact Number 780-927-3544	Corporate Registry Number (if applicable)
(1) Project Applicant Type	
Select the Project Applicant Type from the eligible applicants listed below:	
<input type="checkbox"/> Municipality <input type="checkbox"/> A public sector body that is established by or under provincial statute or by regulation or is wholly-owned by Alberta, or a municipal government (e.g. crown corporation). <input type="checkbox"/> Not-for-Profit Organization <input type="checkbox"/> A band council within the meaning of Section 2 of the <i>Indian Act</i> <input type="checkbox"/> A First Nation, Inuit or Métis government or authority established pursuant to a self-government agreement or a comprehensive land claim agreement between Her Majesty the Queen in Right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation. <input checked="" type="checkbox"/> A First Nation, Inuit or Métis government that is established by or under legislation whether federal or provincial that incorporates a governance structure. <input type="checkbox"/> A Not-for-Profit Organization whose central mandate is to improve Indigenous outcomes, working in collaboration with one or more of the Indigenous entities referred to above, a municipality, or Alberta. <input type="checkbox"/> A For-Profit Organization, working in partnership with another eligible applicant. Not eligible under the Community, Culture and Recreation funding stream of the program.	

**(2) Project Information**Project Title *(provide a title that describes the project)*

Beaver First Nation Asphalt Paving Project

Project Location *(Municipality/Community)*

Boyer 164 and Child Lake 164A

Email Address

Rod.Chalifoux@beaverfirstnation.ab.ca

Does the applicant or will the applicant own the asset?  Yes  No

If 'No', please provide details regarding ownership.

The gravel road between Boyer 164 and Child Lake 164A (Rocky Lane Road) is currently maintained by the Mackenzie County. Maintenance includes grading, snow removal and dust control.

**Funding Stream**

Select all applicable funding stream(s) and outcome(s)

Funding Stream	Immediate Outcome
<input checked="" type="checkbox"/> Green Infrastructure - Climate Change Mitigation	<input type="checkbox"/> Increased capacity to manage more renewable energy <input checked="" type="checkbox"/> Increased access to clean energy transportation <input type="checkbox"/> Increased energy efficient buildings <input type="checkbox"/> Increased generation of clean energy
<input checked="" type="checkbox"/> Green Infrastructure - Adaptation, Resilience and Disaster Mitigation	<input type="checkbox"/> Increased structural capacity to adapt to climate change impacts, natural disasters and extreme weather events <input checked="" type="checkbox"/> Increased natural capacity to adapt to climate change impacts, natural disasters and extreme weather events
<input checked="" type="checkbox"/> Green Infrastructure - Environmental Quality	<input type="checkbox"/> Increased capacity to treat and manage wastewater and stormwater <input type="checkbox"/> Increased quality of potable water <input checked="" type="checkbox"/> Increased capacity to reduce or remediate soil and air pollutants
<input checked="" type="checkbox"/> Community, Culture and Recreation Infrastructure	<input checked="" type="checkbox"/> Improved access to and increased quality of community, cultural and recreational infrastructure
<input checked="" type="checkbox"/> Rural and Northern Communities Infrastructure	<input type="checkbox"/> Improved food security <input checked="" type="checkbox"/> Improved and more reliable transportation access <input type="checkbox"/> Improved broadband connectivity <input type="checkbox"/> More efficient and secure energy <input type="checkbox"/> Improved education and health facilities (specific to Truth and Reconciliation Commission)

**Project Description**

(4) Please describe the project, rationale (need), and scope. Please include how the project will impact/benefit the community and/or region and address stakeholder needs.

**Beaver First Nation is governed by a Chief and Council and controls two reserves: Boyer 164 and Child Lake 164A.**

**Given the amount of wear and tear on private and company owned vehicles on a daily basis, Beaver First Nation is in dire need of a paved road between Boyer 164 and Child Lake 164A (Rocky Lane Road). Furthermore, Beaver First Nation's owned potable water trucks traverse the road between Boyer and Child Lake several times per day to fill Beaver First Nation member's cisterns and portable water tanks. In addition, Beaver First Nation's vacuum truck also traverses the same stretch of road on a daily basis for septic clean-outs and plugged water lines.**

**The project would include paving approximately thirty-two (32) kilometres of gravel road between Boyer 164 and Child Lake 164A (Rocky Lane Road). The project would also allow for: increased access to clean energy transportation (EVs), a reduction of air pollutants, improved access to community, cultural and recreational infrastructure, and a lot more reliable transportation route for not only Beaver First Nation members both on and off-reserve, but also for emergency personnel driving to Boyer 164 or Child Lake 164A. Life and death can mean a matter of minutes, so having emergency personnel arriving in Boyer 164 or Child Lake 164A, as quickly as possible,**



*is imperative.*

**Beaver First Nation holds several meetings per year in both Boyer 164 and Child Lake 164A with on and off-reserve members, as well as both provincial and federal governments and industrial proponents, so this project will not only benefit Beaver First Nation members directly, but also governments and industry. Pavement will also aid in reducing the amount of air pollutants in the community, as well as in member's yards and homes.**

**(5) Describe how the project provides benefits to an Indigenous population off-reserve, if applicable.**

A paved road between Boyer 164 and Child Lake 164A (Rocky Lane Road) will benefit off-reserve members by reducing the wear and tear on their vehicles. The reserve will be a safer place for community events, and events hosting visitors and other First Nations. In addition, pavement will allow for a lot safer drive home when visiting family or attending Beaver First Nation cultural or community events.

**(6) Does this project address the physical and/or structural condition of an existing facility?**  Yes  No

If 'Yes', please describe the current condition of the facility and any planned improvements to address the facility condition including any safety concerns.

**(7) Describe the economic benefits of the project** (e.g. enhanced employment opportunities).

There are several economic benefits associated with the project. Beaver First Nation owns graders, dozers, excavators and water trucks to undertake the construction related work. In addition, Beaver First Nation has several skilled operators and has access to a large pool of labourers to undertake the aforementioned work. A paving contractor would need to be contracted to undertake the paving for the project.

**(8) Describe the environmental benefits of the project** (e.g. improved air, soil or water quality, reduced GHG emissions, climate change mitigation).

Environmental benefits of the project include:

- improved air quality in both Boyer 164 and Child Lake 164A,
- improved soil and water quality (less dust and airborne particles),
- reduced GHG emissions with vehicles using less fuel when traversing a paved road versus driving on a washboard gravel road,
- planned use of EVs (Electric Vehicles) in the community will become closer to reality as the EV cars will use less fuel and last longer on paved roads, reducing GHG emissions further,
- In terms of climate change mitigation, the project would provide: less wear and tear on vehicles including less vehicle maintenance on front and rear axles, better fuel mileage, fewer air cleaner changes, fewer car washes, and less air borne particles (dust) covering member's properties and homes

**(9) Describe the social benefits of the project** (e.g. serves a vulnerable population, enhances quality of life, heritage preservation, social supports or community building).

The social benefits include:

- a safer and more reliable route for emergency personnel to traverse,
- enhanced quality of life for on and off-reserve membership,
- a cleaner community in terms of the reduction of airborne particles (i.e. dust),
- a safer and more reliable route for Beaver First Nation members, industry and government to traverse when driving to Boyer 164 or Child Lake 164A.

**(10) Describe relevant consultations and/or engagement activities that have or will take place with targeted and/or impacted communities.** Consider describing the diversity of views and participants that have been/will be sought.

Beaver First Nation will consult both on and off-reserve members with respect to the project. Consultation will include meetings with membership, Postings on Facebook and through the Beaver First Nation Community

Newsletters. Beaver First Nation Chief and Council meets frequently with on-reserve members in Boyer and Child Lake and with off-reserve members in Grande Prairie and Edmonton.

(11) Is your organization working in partnership with other organization(s) on this project?  Yes  No

If 'Yes', please list the organizations and describe the nature of the partnership.

(12) Will this project mitigate compliance issues related to federal/provincial legislation, regulations and/or standards?

Yes  No

If 'Yes', describe how.

### Project Management

(13) Does your organization have experience managing a similar project?  Yes  No

If 'Yes', describe the similar project.

If 'No', describe how you will manage/complete the project to mitigate for this level of experience.

Yes, Beaver First Nation is currently managing a new \$11 million Water Treatment Plant Project. Beaver First Nation has hired the required personnel and has the human and financial capacity to undertake the project.

(14) Please provide high level details/milestones on the Project Schedule.

Proposed Project Schedule:

January - February 2019 - Project Approved

April - July 2019 - Culvert replacements, road upgrades including matting used for water sensitive areas

August - October 2019 - Paving of road between Boyer 164 and Child Lake 164A (Rocky Lane Road)

\*\*contingent on weather\*\*

November - December 2019 - Project completed and final report deliverables submitted

(15) Please provide a description of project readiness including status of: risk mitigation plans, asset lifecycle costs, design drawings, and climate change impacts and mitigation measures, etc.

Beaver First Nation has met with the Alberta Ministry of Transportation on several occasions regarding gravel roads in and around Boyer 164 and Child Lake 164A. The Ministry of Transportation currently contracts Mackenzie County for road maintenance including grading, dust control and snow removal.

(16) <input checked="" type="checkbox"/> Forecasted Construction Start Date:	Date (yyyy-mm-dd)	<input checked="" type="checkbox"/> Forecasted Construction End Date:	Date (yyyy-mm-dd)
<input type="checkbox"/> Actual Construction Start Date:	2019-04-01	<input type="checkbox"/> Actual Construction End Date:	2019-08-31

### (17) Project Funding

Has your organization applied for any provincial funding (e.g. Capital Plan or provincial grants)?  Yes  No

If 'Yes', please provide details below.

**Has your organization received any provincial funding (e.g. Capital Plan or provincial grants)?**  Yes  No

If 'Yes', please provide details below.

**Has your organization applied for any federal funding?**  Yes  No

If 'Yes', please provide details below.

**Has your organization received any federal funding?**  Yes  No

If 'Yes', please provide details below.

**Has your organization applied for other contributions for this project? Is your organization currently engaged in fundraising for this project (e.g. donations, charitable foundation, municipal, etc.)?**  Yes  No

If 'Yes', please provide details below.

Yes, Beaver First Nation has received a verbal commitment that ISC (INAC) will contribute 25% towards this Project.

**Has your organization received any other contributions for this project? Is fundraising completed (e.g. donations, charitable foundation, municipal, etc.)?**  Yes  No

If 'Yes', please provide details below.

**(18) Estimated Project Finances**

Provide sources of funds and amounts below.

Source of Funds	Applied/Pending	Received	Amount (\$)
Total Project Costs			48,000,000
Total Eligible Costs			36,000,000
Requested Federal ICIP Contribution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	35,600,000
Provincial Contribution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12,000,000
Ultimate Recipient ( <i>Project Applicant</i> ) Contribution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	400,000
Other Contribution (Specify, one row for each source)	<input type="checkbox"/>	<input type="checkbox"/>	

**Additional Project Information**

**(19) Will/Have you engaged any third parties to deliver on the project** (e.g. Request for Proposals (RFPs) have been developed, consultations with contractors, contracts have been awarded)?  Yes  No  
 If 'Yes', please provide details below.  
 Yes, according to ISC representatives, the RFPs that they have received indicate an amount of \$1.5 million per kilometre for paving. Costs include installation of culverts, matting, road upgrades and asphalt.

**(20) Will any contracts be sole sourced? (This may impact funding eligibility.)**  Yes  No  
 If 'Yes', please provide details below.

**(21) Have any project costs already been incurred or do you expect any costs to be incurred within the next few months?** Any costs incurred before federal funding approval are ineligible, except for costs associated with completing the climate lens assessments.  Yes  No  
 If 'Yes', please provide details below.

**(22) Have any contracts already been signed that would make any of the requested projects costs be ineligible?** Any costs related to contracts signed before federal funding approval are ineligible, except for costs associated with completing the climate lens assessments.  Yes  No  
 If 'Yes', please provide details below.

**Climate Lens**

**(23) Does this project lead to reductions in greenhouse gas emissions in Alberta?** (e.g. green improvements, solar panels, wind turbines, geothermal, biofuels, public transit system, etc.)  Yes  No

If yes, please provide details below (e.g. Direct or indirect reductions, quantity if known, ability to measure, etc.). If not known or not applicable, please indicate.

The project will lead to a reduction of greenhouse gas emissions in Alberta by:

- improving air quality in both Boyer 164 and Child Lake 164A,
- improving soil and water quality (less dust and airborne particles),
- reduced GHG emissions by having vehicles use less fuel when traversing a paved road versus driving on a washboard gravel road,
- creating the opportunity for EVs in the community,
- reducing wear and tear on vehicles including less vehicle maintenance on front and rear axels, better fuel mileage, fewer air cleaner changes, fewer car washes, and less air borne particles (dust) covering member's properties and homes.

**(24) Does this project help Albertans to adapt to, and/or become more resilient to, anticipated climate change impacts?** (e.g. drought, extreme temperature, flooding, fires, pests/invasive species, snow and ice, storms and water/food scarcity)  Yes  No

If yes, please provide details below. If not known or not applicable, please indicate.

Yes, the project will help emergency personnel respond to human emergencies, flooding events, fires, and, snow and ice storms in a more timely manner.

**Authorization**

As the individual submitting this form, I have the authorization of the organization to submit this Expression of Interest Form on its behalf.  Yes  No

**Verification**

As the individual submitting this form, I certify that the information provided is correct.  Yes  No





ALBERTA  
INFRASTRUCTURE

*Office of the Minister  
MLA, Calgary-Edgemont*

JAN 29 2020

AR 49271

Rod Chalifoux  
Band Manager  
Beaver First Nation  
PO Box 270  
High Level, AB T0H 1Z0

Dear Rod Chalifoux:

Thank you for your Investing in Canada Infrastructure Program (ICIP) Expression of Interest. I am pleased to inform you that your project, Asphalt Paving Project, has been endorsed by the Government of Alberta for submission to Infrastructure Canada (INFC) for funding consideration under the Rural and Northern Communities stream.

This endorsement is conditional on you submitting a federal application to the province, including evidence of sufficient project funding in place by March 31, 2020.

The Ministry of Indigenous Relations will be in contact with you regarding the federal application requirements. Upon completion of these requirements, my staff will submit the project application to INFC for their review and approval.

Please consider that it may be several months before federal funding decisions are made, which may impact your project's timelines. INFC may also identify Aboriginal Consultation or Environmental Assessment requirements for your project which would have to be addressed before construction could start.

Until federal approval is provided, public communications on project funding are not permitted. Any contracts signed or costs incurred prior to federal approval are ineligible for ICIP funding.

Should you have any questions during this next stage of the process, Indigenous Relations staff will be reaching out to you regarding federal application requirements, or please contact Infrastructure's ICIP program staff at [alberta.icip@gov.ab.ca](mailto:alberta.icip@gov.ab.ca).

.../2

Rod Chalifoux  
Page Two

Congratulations on your provincial endorsement. I wish you all the best as your project moves forward to the federal review stage.

Sincerely,

A handwritten signature in blue ink, appearing to read "Prasad".

Prasad Panda  
Minister

cc: Honourable Rick Wilson  
Minister of Indigenous Relations







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Agricultural Society – Request for Letter of Support (Peavey Industries Community Agricultural Grant)</b>

## **BACKGROUND / PROPOSAL:**

The La Crete Agricultural Society is in the process of preparing an application package for a Community Agricultural Grant through Peavey Industries for the development of an orchard in the La Crete Heritage Village. The grant application deadline is May 31, 2020. The La Crete Agricultural Society is requesting a letter of support to increase their chances of success.

This project will serve many purposes including:

- Experimenting with fruit tree varieties with the intention of making learnings made public for the benefit of the local community.
- This will boost awareness of their heritage and the orchards that grew in Russia and Manitoba.
- The orchard will also serve as an additional learning component for future generations when school classes come for museum tours.

A draft letter of support is attached for Council consideration.

## **OPTIONS & BENEFITS:**

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

N/A

**Author:** J. Emmerson      **Reviewed by:** C. Gabriel      **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a letter of support be provided to the La Crete Agricultural Society for their Community Agricultural Grant application through Peavey Industries for the development of an orchard.

Author: J. Emmerson      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## La Crete Agricultural Society

Box 791, La Crete AB, T0H 2H0

(780)928-4447

lcheritagecentre@gmail.com

lacreteheritagecentre.weebly.com



Mackenzie County

Box 640

Fort Vermilion, AB

T0H 1N0

March 3, 2020

Dear CEO and council:

We plan to apply for a Community Agricultural Grant through Peavey Industries for the development of an orchard in the La Crete Mennonite Heritage Village. The grant deadline is May 31, 2020. We would like to request a Support Letter from the Mackenzie County to include in our application.

The idea of experimenting with fruit trees suitable for our region has been in our minds for some time, but when we came across a book called, *A History of Mennonite Gardens and Orchards in Russia and Manitoba*, the idea came to mean a lot more to us. This project will now serve several purposes:

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

Cost for the development of this orchard will include site development, fruit trees, and an irrigation system.

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

Sincerely:

Susan Siemens

Secretary/Program Coordinator

La Crete Agricultural Society

(780)928-4447

March 10, 2020

Peavey Industries Community Agricultural Grant  
7740 – 40 Avenue  
Red Deer, AB  
T4P 2H9

To whom it may concern:

**RE: LA CRETE AGRICULTURAL SOCIETY – PEAVEY INDUSTRIES  
AGRICULTURAL GRANT**

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

Their vision and goal to develop and experiment with fruit trees and berries that will thrive in Northern Alberta is commendable and we believe this will result in a huge benefit to our community as their learnings are shared. We consider their project a very good fit for their museum village as orchards were very much a part in the lives of our community forefathers. This project will be educational for local adults, but for the next generations as well. Many school children come for tours, and staff can engage and teach them the benefits of growing food locally as well as tree and plant care as it correlates to their curriculum.

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

We believe the La Crete Agricultural Society plays a role in attracting tourists to our region. Should you have any further questions, please feel free to contact myself at (780) 926-7405 or Len Racher, Chief Administrative Officer, at (780) 927-3718.

Yours sincerely,

Joshua Knelsen  
Reeve



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Carol Gabriel, Deputy Chief Administrative Officer</b> Legislative & Support Services
<b>Title:</b>	<b>Appointment of Members at Large</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County Council appoints Members at Large annually at their Organizational Meeting. We currently have vacancies in the Subdivision and Development Appeal Board, the Streetscape Implementation Committee of La Crete, and the Boreal Housing Foundation.

There has been a shortage of member availability within the current trained membership of the Subdivision and Development Appeal Board. Council recently appointed three members from Saddle Hills County to fulfill the boards immediate requirement as a quorum of three (3) members is required in order for a hearing to proceed. Council also recommended that the Subdivision and Development Appeal Board be re-advertised locally. Administration received two applications.

Mackenzie County appoints three members to the Boreal Housing Foundation. Of these members, one is a Member at Large. Due to the passing of the County's appointed Member at Large, a vacancy now exists. Administration received four applications.

The La Crete Community Streetscape is comprised of 7 to 9 community members. Currently only one community member is appointed to this Committee. Administration has received one application.

A copy of all of applications will be distributed at the meeting for consideration.

## **OPTIONS & BENEFITS:**

Appointment is required to fulfill the membership on all Mackenzie County committees.

**Author:** J. Emmerson      **Reviewed by:** C. Gabriel      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

Honorarium and travel costs to attend hearings and committee meetings.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

The Member At Large Committee vacancies were advertised in The Echo/Pioneer and on the Mackenzie County Facebook Page.

**POLICY REFERENCES:**

Honorarium and Expense Reimbursement Bylaw (if applicable)

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That \_\_\_\_\_ be appointed as a Member at Large to the Subdivision & Development Appeal Board for a three year term ending October 2023, subject to eligibility.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That \_\_\_\_\_ be appointed as a Member at Large to the La Crete Community Streetscape Implementation Committee for a two year term ending October 2022.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That \_\_\_\_\_ be appointed as a Member at Large to the Boreal Housing Foundation for the remaining of a one year term ending October 2020.

**Author:** J. Emmerson      **Reviewed by:** C. Gabriel      **CAO:** \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the February 27, 2020 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 February 27, 2020 be received for information.

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



**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, February 27, 2020 @ 10:00 a.m.**

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

**ADMINISTRATION:** Byron Peters Director of Planning and Development  
Caitlin Smith Planning Supervisor  
Kristin Racine Planner  
Lynda Washkevich Development Officer  
Nicole Friesen Administrative Assistant/Recording Secretary

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:13 a.m.

**2. ADOPTION OF AGENDA**

**MPC 20-02-021 MOVED** by John W Driedger

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 20-02-022 MOVED** by Beth Kappelar

That the minutes of the February 13, 2020 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

i. None.

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- a) 015-DP-20 Quantum Massage (Abe Janzen)  
Home Based Business, Minor in “H-R1A”  
Plan 012 4176, Block 04, Lot 03 (8802-101 St) (La Crete)**

**MPC 20-02-023 MOVED** by Beth Kappelar

That Development Permit 015-DP-20 on Plan 012 4176, Block 04, Lot 03 in the name of Quantum Massage be APPROVED with the following conditions:

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

- 1. This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
- 2. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3252.**
- 3. This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.**
- 4. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
- 5. The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
- 6. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.**

7. The Municipality has assigned the following address to the noted property (**8802-101 St.**). You are required to display the address (**8802**) 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.
8. Home Based Business Minor requires 1 space per 37.2m<sup>2</sup> (400.0ft<sup>2</sup>) of gross FLOOR AREA. This work area is 520 square feet, so that would constitute one (1) off street parking spot.
9. 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.
10. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
11. The sign shall not be placed within the Road Right of Way.
12. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
14. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
15. Wiring and conduits of any signs must be concealed from view.
16. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- b) 021-DP-20 Bluewave Energy  
Bulk Fertilizer Storage and/or Sales in “LC-HI”  
Plan 062 8217, Block 17, Lot 11 (9801-94 Ave) (La Crete)**

**MPC 20-02-024** **MOVED** by David Driedger

That Development Permit 021-DP-20 on Plan 062 8217, Block 17, Lot 11 in the name of Bluewave Energy be APPROVED with the following conditions:

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

1. **Minimum building setbacks:**
  - a. **9.1 meters (30 feet) front yard;**
  - b. **3.05 meters (10 feet) rear yard; from any other property lines.**
2. **The Bulk Fertilizer Storage and/or Sales shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. **The developer shall enter into a development agreement with Mackenzie County.**
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. No accessory building erected/or moved onto the site shall be used as a dwelling.
6. **All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.**
7. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operations Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards at the developer's expense.
8. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to

investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

### **CARRIED**

- c) **022-DP-20 Susana Neufeld (4 Life)  
Home Based Business, Minor in "H-R1A"  
Plan 5824NY, Block 01, Lot 03 (9709-101 St) (La Crete)**

### **MPC 20-02-025 MOVED** by Beth Kappelar

That Development Permit 022-DP-20 on Plan 5824NY, Block 01, Lot 09 in the name of Susana Neufeld be APPROVED with the following conditions:

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

1. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business, Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.**
3. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
4. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**

5. The Home Based Business shall not involve client and customer visits outside of the hours of **8:00 a.m. – 6:00 p.m.**
6. The Municipality has assigned the following address to the noted property (**9709 – 101<sup>st</sup> Street**). You are required to display the address (**9709**) 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.
7. Home Based Business Minor requires 1 space per 37.2m<sup>2</sup> (400.0ft<sup>2</sup>) of gross FLOOR AREA. This work area is 57 square feet, so that would constitute one (1) off street parking spot.
8. 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.
9. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
10. The sign shall not be placed within the Road Right of Way.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
  - e. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - f. Not unduly interfere with the amenities of the district,
  - g. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - h. Not create visual or aesthetic blight.
13. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
14. Wiring and conduits of any signs must be concealed from view.
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. 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**

- d) 030-DP-20 Rebecca Krahn  
Sheds (2) – with an 18% Setback Variance in “A”  
Plan 892 0569, Block 01, Lot 01 (High Level Rural)**

**MPC 20-02-026** **MOVED** by Jacquie Bateman

That Development Permit 030-DP-20 on Lot 01, Block 01, Plan 892 0569 in the name of Rebecca Krahn be APPROVED with the following conditions:

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

1. **Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.**
2. **The Sheds (2) shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. The Sheds (2) shall not be used as dwellings.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
6. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
7. No construction or development is allowed on or in a right-of-

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

8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. 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.

**6. SUBDIVISIONS**

**a) 02-SUB-19 Peter & Judy Zacharias TIME EXTENSION  
5.57 Acre Subdivision  
SE 17-104-16-W5M (Buffalo Head Prairie)**

**MPC 20-02-027 MOVED** by Beth Kappelar

That a one (1) year time extension for Subdivision Application 02-SUB-19 in the name of Peter & Judy Zacharias on SE 17-104-16-W5M be GRANTED to expire on February 25, 2021.

**CARRIED**

**b) 47-SUB-19 John Buller REVISION  
21.08 Acre Subdivision  
NW 6-106-15-W5M (La Crete)**

**MPC 20-02-028 MOVED** by John W Driedger

That Subdivision Application 47-SUB-19 in the name of John Buller on NW 10-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a sixteen (16) lot subdivision totalling 21.08 acres (8.532 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the



Municipality,

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

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

- (1) Drainage of internal road system,
  - (2) Erosion prevention systems, if required,
  - (3) Direction of site drainage, and
  - (4) Elevation plans for each lot
- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
  - g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Urban Development Standards DEV001;
  - h) Provision of street lighting with underground wiring, design and location as required by the County,
  - i) Engineered signage package,
  - j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County.

Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:
  - i) Main Sewage Lift Station Offsite Levy (Bylaw 223/00) are imposed for the main sewage lift station
    - a. Replacement of the existing main lift station in La Crete, Alberta with a new main sewage lift station, located at the intersection of 105 Ave and 99 Street
    - b. 300mm trunk sewer diverting all of the community sewage flows to the new sewage lift station
    - c. A prefabricated fibreglass sewage lift station with duplex pumps each sized to pump 800 USGPM at 78 feet total dynamic head.
    - d. 250 mm forcemain connecting the sewage lift station to the existing sewage forcemain.

The levy is calculated at 1,342.00 per hectare. 8.532 hectares at 1,342.00 equals **\$11,449.94**,

- ii) Hamlet Off-Site Levies (Bylaw 319/02) are imposed for the

construction and maintenance of off-site municipal services, including:

- a. new or expanded facilities for the storage, transmission, treatment or supplying of water;
- b. new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
- c. new or expanded storm sewage drainage facilities;
- d. new or expanded facilities for the storage, transfer, or disposal of waste;
- e. land required for or in connection with any facilities described in clauses (a) to (d); and
- f. ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. Sixteen (16) lots at \$1,000 equals **\$16,000.00**,

- iii) Water and Sewer Service Offsite Levy (Bylaw 440/04) are imposed for the purpose of paying for all or part of the capital cost for a new or expanded facilities for the storage, transmission, treatment or supplying for water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage.

The levy is calculated at \$1,421.40 per acre. 21.08 acres at \$1,421.40 equals **\$29,963.11**,

- iv) Offsite Sewer Levy (Bylaw 651/07) are imposed for the purpose of paying for all or part of the capital cost for new or expanded facilities for the storage, transmission, treatment or supplying of water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage.

The levy is calculated at \$1,644.32 per acre. 21.08 acres at \$1,644.32 equals **\$34,662.27**,

**Total Levies = \$92,075.32**

- p) 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 \$17,500.00 per acre. Municipal reserve is charged at 10%, which is \$1,750.00 per subdivided acre. **21.08 acres** times **\$1,750** equals **\$36,890.00**.

- q) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

**CARRIED**

- c) **04-SUB-20 Cornelius M Krahn  
10.00 Acre Subdivision  
SW 6-106-14-W5M (East La Crete)**

**MPC 20-02-029** **MOVED** by Jacquie Bateman

That Subdivision Application 04-SUB-20 in the name of Andrew Wiebe on SW 6-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.08 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, Northern Lights Gas Co-op, and others.

- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from 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**

**MPC 20-02-030** **MOVED** by Jacquie Bateman  
(Requires  
Unanimous)

The administration look into options for rezoning agricultural lands within the airport vicinity to restrict development that may interfere with future airport operations.

**CARRIED UNANIMOUSLY**

**d) 05-SUB-20 Jim Derksen  
23.049 Acre Subdivision  
SE 18-107-14-W5M (North La Crete)**

**MPC 20-02-031** **MOVED** by Beth Kappelar

That Subdivision Application 05-SUB-20 in the name of Jim Derksen on SE 18-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 23.049 acres (9.32 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, Northern Lights Gas Co-op, and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from 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 ITEMS**

- a) None.

**8. IN CAMERA**

- a) None.

Beth Kappelar left the meeting at 10:53 a.m.

**9. MEETING DATES**

- ❖ Thursday, March 12<sup>th</sup>, 2020 @ 10 a.m. in La Crete CANCELLED
- ❖ Thursday, March 26<sup>th</sup>, 2020 @ 10 a.m. in Fort Vermilion
- ❖ Thursday, April 9<sup>th</sup>, 2020 @ 10 a.m. in La Crete
- ❖ Thursday, April 23<sup>rd</sup>, 2020 @ 10 a.m. in Fort Vermilion
- ❖ Thursday, May 7<sup>th</sup>, 2020 @ 10 a.m. in La Crete
- ❖ Thursday, May 21<sup>st</sup>, 2020 @ 10 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC 20-02-032 MOVED** by John W Driedger

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

**CARRIED**

These minutes were adopted this 26<sup>th</sup> day of March, 2020.

---

Erick Carter, Chair







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Inter-Municipal Planning Commission Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The minutes of the December 11, 2019 and February 20, 2020 Inter-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:** L Washkevich      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Inter-Municipal Planning Commission meeting minutes of December 11, 2019 and February 20, 2020 be received for information.

**Author:** L Washkevich      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**INTER – MUNICIPAL PLANNING COMMISSION MEETING**

**Wednesday, December 11, 2019**

**7:00 p.m.**

**Via Teleconference**

**PRESENT:** Mike Morgan Chair, Councillor – Town of High Level  
David Driedger Vice – Chair, Councillor – Mackenzie County  
Brent Anderson Councillor – Town of High Level  
Jacquie Bateman Councillor – Mackenzie County  
John W Driedger Member at Large – Mackenzie County

**ADMINISTRATION:** Byron Peters Director of Planning & Development  
**(Mackenzie County)** Caitlin Smith Planning Supervisor  
Kristin Racine Planner – Mackenzie County  
Nicole Friesen Administrative Assistant/Recording Secretary

**MEMBERS OF PUBLIC:** Danny Penny

**MOTION**

**1. CALL TO ORDER**

Caitlin Smith called the meeting to order at 7:03 p.m.

**2. ADOPTION OF AGENDA**

**IMPC 19-12-014** **MOVED** by Brent Anderson

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Inter-Municipal Planning Commission Meeting Minutes**

**IMPC 19-12-015** **MOVED** by Jacquie Bateman

That the minutes of May 9, 2019 Inter-Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

Byron Peters joined the meeting at 7:05 p.m.

**4. VOTING PROCEDURES & REVIEW OF IMPC AGREEMENT**

**a) Election of Chair and Vice Chair**

**I. Chair**

Caitlin Smith called for nominations for the position of Chairperson.

First Call: Jacquie Bateman nominated Mike Morgan. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

**IMPC-19-12-016**

**MOVED** by David Driedger

That the nominations cease for the position of Chairperson.

**CARRIED**

Caitlin Smith declared Mike Morgan Chairperson by acclamation.

**II. Vice Chair**

Caitlin Smith called for nominations for the position of Vice Chairperson.

First Call: Jacquie Bateman nominated David Driedger. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

**IMPC-19-12-017**

**MOVED** by John W Driedger

That nominations cease for the position of Vice Chairperson.

**CARRIED**

Caitlin Smith declared David Driedger Vice Chairperson by acclamation.

Caitlin Smith turned the meeting over to Chair Mike Morgan at 5:38 p.m.

**b) Terms of Reference**

For information.

**c) Inter-municipal Development Plan**

For information.

## **5. DELEGATIONS**

None.

## **6. BUSINESS**

- a) Subdivision Application  
48-SUB-19 Kristopher Penny  
NE 22-110-19-W5M (High Level Rural)**

**IMPC-19-12-018**

**MOVED** by Brent Anderson

That Subdivision Application 48-SUB-19 in the name of Kristopher Penny on NE 22-110-19-W5M be APPROVED as a 14 acre with the following conditions:

1. This approval is for a **TYPE B** subdivision 14 acres (5.24 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 \$8,000 per acre. Municipal reserve is charged at 10%, which is \$ 800 per subdivided acre. **14 acres times \$ 800 equals \$11,200.**
- 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**

- b) **Subdivision Application  
49-SUB-19 Danny & Loretta Penny  
NE 28-110-19-W5M (High Level Rural)**

**IMPC 19-12-019**

**MOVED** by John W Driedger

That Subdivision Application 49-SUB-19 in the name of Danny Penny & Loretta Penny on NE 28-110-19-W5M be APPROVED with the following conditions:

1. This approval is for two **TYPE B** subdivisions, lot one 10.00 acres (4.05 hectares) and lot two 10.74 acres (4.35 hectares) in size, and the consolidation of Plan 992 1129, Lot 1, Block 1.

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) Provision of consolidation of Plan 992 1129, Lot 1, Block 1 into NE 28-110-19-W5M prior to subdivision registration.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - h) Provision of 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 \$8,000 per acre. Municipal reserve is charged at 10%, which is \$ 800 per subdivided acre.  
**10.00 acres times \$ 800 equals \$8,000.**
  - i) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**
  - j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed**

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

**CARRIED**

**6. MEETING DATE DATES**

To be decided.

**7. ADJOURNMENT**

**IMPC 19-12-020**

**MOVED** by John W Driedger

That the Inter – Municipal Planning Commission Meeting be adjourned at 7:15 p.m.

**CARRIED**

These minutes were adopted this \_\_\_\_\_.

\_\_\_\_\_  
Chair



**INTER – MUNICIPAL PLANNING COMMISSION MEETING**

**Thursday, February 20, 2020**

**7:00 p.m.**

**Via Teleconference**

**PRESENT:** Mike Morgan Chair, Councillor – Town of High Level  
David Driedger Vice – Chair, Councillor – Mackenzie County  
Brent Anderson Councillor – Town of High Level  
John W Driedger Member at Large – Mackenzie County

**ADMINISTRATION:** Caitlin Smith Planning Supervisor  
(Mackenzie County) Lynda Washkevich Development Officer/Recording Secretary

**REGRETS:** Jacquie Bateman Councillor – Mackenzie County

**MOTION** 1. **CALL TO ORDER**

Mike Morgan called the meeting to order at 7:01 p.m.

2. **ADOPTION OF AGENDA**

**IMPC 20-02-001** **MOVED** by John W Driedger

That the agenda be adopted as presented.

**CARRIED**

3. **MINUTES**

a) **Inter-Municipal Planning Commission Meeting Minutes**

**IMPC 20-02-002** **MOVED** by David Driedger

That the minutes of December 11, 2019 Inter-Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

5. **DELEGATIONS**

None.

6. **BUSINESS**

**a) Development Permit Application  
012-DP-20 Dave Wilson – Shop – Personal with a 50%  
Setback Variance  
Lot 01;;Plan 992 4750 (NW 28-109-19-W5M)  
(High Level Rural)**

**IMPC 20-02-003**

**MOVED** by John W Driedger

That Development Permit 012-DP-20 on Lot 01, , Plan 992 4750 in the name of Dave Wilson be APPROVED with the following conditions:

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

1. A **50% Setback Variance** for the Shop – Personal is hereby granted. The Shop – Personal shall be a minimum of 25 feet (7.6 meters) from the North property line.
2. **Remaining Minimum building setbacks:**
  - a) **15.2 meters (50 feet) side (South) yard;**
  - b) **41.2 meters (135 feet) front (West) yard;**
  - c) **15.2 meters (50 feet) rear (East) yard; from the property lines.**
3. **The Shop – Personal shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. **This Shop – Personal is approved for personal purposes only and no commercial activity is permitted in this building; should the applicant change the intention of this building a new development permit is required.**
5. A 10.0m (32.8ft) minimum radius around all structural DEVELOPMENTS on the site which should be free of all trees, shrubs and fine fuels.
6. A reduced fuel zone radius of 20.0m (65.6ft) minimum from (i) above in which flammable trees are thinned, all dead & down and dead standing material is removed, all branches, living, or dead, on residual coniferous trees shall be removed to a height of 2.0m (6.6ft) above ground level.
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the

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

8. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
9. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. 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**

#### **7. MEETING DATE DATES**

To be decided.

#### **8. ADJOURNMENT**

**IMPC 20-02-004**

**MOVED** by David Driedger

That the Inter – Municipal Planning Commission Meeting be adjourned at 7:04 p.m.

**CARRIED**

These minutes were adopted this \_\_\_\_\_.

\_\_\_\_\_  
Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 10, 2020</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## BACKGROUND / PROPOSAL:

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

- Action List
- Correspondence – Minister of Municipal Affairs (Petition to Form a New Municipality)
- Correspondence – Alberta Urban Municipalities Association (Alberta Fiscal Challenges)
- Correspondence – Northern Lights Recreation Center (Challenge Cup Sponsor Request)
- Correspondence – Sturgeon County (Alberta Focused Reception at FCM)
- Rural Municipalities of Alberta (RMA) Spring 2020 Submitted Resolutions
- Mackenzie County Library Board Meeting Minutes
- Mackenzie County Libraries (5 year service plan)
- High Level Forest Area Wildfire Update
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 

Author: J. Emmerson Reviewed by: CG CAO: \_\_\_\_\_

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: J. Emmerson      Reviewed by: CG      CAO: \_\_\_\_\_

## Mackenzie County Action List as of February 26, 2020

### Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.
<b>May 10, 2016 Regular Council Meeting</b>			
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"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• 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.</li> </ul>	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.
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
<b>August 9, 2016 Regular Council Meeting</b>			
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. Re-survey completed.
<b>April 11, 2017 Regular Council Meeting</b>			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron	In progress. LUB Amendment
<b>August 23, 2017 Council Meeting</b>			
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. Working with engineer on draft design.

Motion	Action Required	Action By	Status
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. Waiting for approvals. Disposition (RDS) is in place. Right of Way – cleared. Survey completed.
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 <b>and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.</b>	Don Willie	Funding transfer complete.  MSI Funding as per Motion 18-06-483  Disposal expected in Spring 2020
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.	Don	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.	Don	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. Engineering report received. (WSP) Working on application.
October 9, 2018 Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	In progress
November 13, 2018 Regular Council Meeting			
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 Dave	Completed.



<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
<b>February 27, 2019 Regular Council Meeting</b>			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	In progress
<b>March 12, 2019 Regular Council Meeting</b>			
19-03-169	That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.	Byron	Completed.
<b>March 27, 2019 Regular Council Meeting</b>			
19-03-214	That Municipal Affairs be invited to meet with Council to discuss ongoing concerns within the County.	Len Carol	Minister has committed to visiting the region. Waiting on date confirmation.
<b>April 8, 2019 Regular Council Meeting</b>			
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.	Don	Application approved. Next application phase.  RFD 2020-03-10
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	RFD 2020-03-25
19-04-247	That the County secure a 40 meter right of way on 100 <sup>th</sup> Street in La Crete for future main street widening and that administration move forward to close 100A Street.	Byron	RFD 2020-03-25
<b>June 12, 2019 Regular Council Meeting</b>			
19-06-358	That Mackenzie County waive the municipal tax charges on power bills for customers affected by the evacuation up to a total maximum cost of \$500.00.	Jennifer	Will be applied if applicable.
<b>August 13, 2019 Regular Council Meeting</b>			
19-08-423	That administration bring back options for the chip seal project.	Dave	COW 2020-03-25
19-08-430	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 forwarded to the Minister for approval.	Byron	Forwarded to Minister for Approval
19-08-432	That the lookout deck drawing as shown in the Fort Vermilion Streetscape Design Plan be approved and that administration be authorized to move forward with obtaining cost estimates for the project and pursue the Community Facility Enhancement Program (CFEP) grant application.	Byron	Meeting scheduled for 2019-09-16 Disposition takes 18 months.  May 15, 2020 CEFP
19-08-444	That a letter be sent to regional and territorial stakeholders, and the First Nations, in support of the	Len	Completed

Motion	Action Required	Action By	Status
	extension of Highway 58 east through Wood Buffalo National Park as a critical northern connector.		
<b>August 28, 2019 Regular Council Meeting</b>			
19-08-467	That a moratorium for road building and road closures be placed on the road allowance on Township Road 1042 for potential utility development.	Byron	In progress
19-08-475	That Mackenzie County send a letter to the Minister of Agriculture and Forestry in regards to funding for the eradication of brucellosis and tuberculosis in and around the Wood Buffalo National Park.	Byron	In progress
19-08-480	That administration research the GST audit concerns expressed by the Town of Peace River, as it applies to Mackenzie County.	Jennifer	Completed
<b>September 10, 2019 Regular Council Meeting</b>			
19-09-491	That administration monitor auction sites for a replacement vehicle for the 1995 Freightliner Ladder Truck and the 2003 Freightliner Rescue Truck and bring back a recommendation as opportunities arise.	Don	Ongoing
19-09-492	That administration bring back planning policies and the Fee Schedule Bylaw relating to subdivision completion and deficiencies.	Byron	RFD 2020-03-10
19-09-493	That administration meet with the Fort Vermilion School Division regarding developing a Memorandum of Understanding for use of the school yard property and equipment for community use in the Hamlet of Zama.	Don	RFD 2019-11-27 FVSD not interested at this time. Will reconsider in spring 2020.
<b>October 8, 2019 Regular Council Meeting</b>			
19-10-548	That the Proposed Fire Salvage Plan and Community Management Zone from Tolko, Norbord, and La Crete Sawmills be received for information and that a letter be sent to Alberta Agriculture & Forestry regarding stumpage fees for forest fire salvage.	Len	In progress
19-10-559	That administration enter into an agreement with the owners of Tax Roll 155377 as discussed.	Jennifer	Ongoing Awaiting response from ratepayer
<b>October 23, 2019 Regular Council Meeting</b>			
19-10-635	That a letter be sent to the Alberta Ministers of Environment & Parks and Agriculture & Forestry and the Solicitor General requesting a full status update and involvement in future discussions regarding the state of diseased bison in Alberta, specifically regarding the proposed change to reclassify diseased bison from objects to protected species.	Byron	Completed
<b>November 5, 2019 Regular Council Meeting</b>			

Motion	Action Required	Action By	Status
19-11-671	That the three County owned quarter sections immediately east of the Norbord plant south of High Level be offered for farmland lease in exchange for clearing.	Byron Grant	
19-11-676	That Mackenzie County representatives appointed to a provincial task force must provide regular written reports to council, shall immediately forward all task force material and information to council and CAO, and shall receive specific, prior approval from council to represent views or negotiate on behalf of the County.	Council	Council to govern
19-11-685	That administration work with Paramount Resources Ltd. and lobby the government to leave the road infrastructure intact.	Len	In progress
<b>November 27, 2019 Regular Council Meeting</b>			
19-11-717	That administration continue with the review of Policy DEV001 Urban Development Standards.	Byron	RFD 2020-03-25
19-11-736	That the response to Service Alberta regarding broadband internet include the projects in our region and the Zama Fibre Project partnership with Arrow Technologies.	Byron	In progress
<b>December 10, 2019 Regular Council Meeting</b>			
19-12-757	That Alberta Transportation be invited to attend a Council meeting to discuss highway accesses.	Len	In progress
19-12-758	That the Rural Municipalities of Alberta (RMA) Resolution 15-19F Provincial Highway Access and Setback Authority be brought to the January 14, 2020 council meeting for review.	Carol	Will be presented at the meeting which Alberta Transportation attends.
19-12-768	That, in order to protect our residents and all citizens that use public roadways from smoke, Administration research all legal options and possible Municipal Government Act amendments which would allow the municipality to pass a bylaw that would restrict open-air burning without a provincial permit within the white zone and within 2 kilometers of a major roadway within our boundaries; and that Mackenzie County continue lobby the province for year round provincial permitting.	Len Carol	Completed
19-12-781	That a letter be sent to the Minister of Energy regarding industry lease renewals.	Len	In progress
<b>December 11, 2019</b>			
19-12-793	That the Super B truck and trailers be disposed of in 2020.	Willie	
19-12-795	That administration prepare a bid package for the maintenance of the La Crete hamlet parks.	Don	RFP Closes 2020-03-24

Motion	Action Required	Action By	Status
19-12-797	That administration bring back Policy PW009 Dust Control to include private application of calcium.	Dave	
December 18, 2019 Budget Council Meeting			
19-12-812	That administration submit an Expression of Interest for the Investing in Canada Infrastructure Program for the Mackenzie Wellness Centre Project, and research funding commitments by all parties.	Don	Waiting for new application process
19-12-820	That Mackenzie County lobby the government for incentives to complete the Paramount abandonments within the next five years.	Council	
January 14, 2020 Regular Council Meeting			
20-01-037	That Bylaw 1163-19, being a Lane Closure Bylaw to close the land between Plan 142 0594, Block 34, Lot 8 and Lot 9 for the purpose of consolidation, subject to a ten foot fenced walkway, be forwarded to the Minister of Transportation for approval.	Byron	Forwarded to Minister
January 29, 2019 Regular Council Meeting			
20-01-046	That administration enter into a new lease agreement with Mackenzie Applied Research Association with a 2055 expiration date.	Grant	In progress this week
20-01-055	That Administration move forward with applying for Recreational Leases for the Bistcho Lake cabin areas and consideration be given to the work being done by the Caribou Sub-regional Task Force.	Don	In progress
20-01-056	That Administration have a discussion with Paramount Resources regarding the North access to Bistcho Lake to address access for recreational and industrial purposes for the remainder of the 2019/2020 winter season.	Don	Completed
20-01-066	That administration re-advertise and recruit locally for Subdivision and Development Appeal Board members.	Carol	Completed Deadline for applications 2020-03-02
20-01-067	That a letter be sent to the Minister of Municipal Affairs in regards to the Section 627(3) of the Municipal Government Act that relates to the number of councillor's on a Subdivision and Development Appeal Board.	Carol	In progress
20-01-068	That the local Councillor and Administration in the Zama area be authorized to meet with Canada Post to discuss future options for Canada Post Services in the community.	Don/ Len	2020-02-28  Completed
February 10, 2020 Regular Council Meeting			
20-02-086	That Councillor Wardley be appointed to act as proxy at the Genesis Reciprocal Insurance Exchange Annual	Carol	

Motion	Action Required	Action By	Status
	General Meeting in Edmonton on March 16, 2020 if the Reeve is unable to attend.		
20-02-088	That first reading be given to Bylaw 1169-20 being a Land Use Bylaw Amendment to Rezone Part of Plan 192 3085, Block 24, Lot 1 from La Crete Highway Commercial "LC-HC" to Hamlet Residential 1B "H-R1B", subject to public hearing input.	Byron	PH 2020-03-10 Cancelled. Error in Bylaw
20-02-093	That administration submit the Accreditation Quality Management Plan (QMP) amendments to the Safety Codes Council for approval as discussed.	Byron	Len to sign
20-02-095	That the Member at Large vacancy on the Boreal Housing Foundation be advertised.	Carol	Completed Deadline for applications 2020-03-02
20-02-103	That first reading be given to Bylaw 1171-20 being a Land Use Bylaw Amendment to rezone Plan 982 5937, Block 23, Lot 28 from Manufactured Home Subdivision "MHS" to Hamlet Residential 1 "HR-1" to accommodate a Dwelling-Duplex, subject to public hearing input.	Byron	PH 2020-03-10
<b>February 26, 2020 Regular Council Meeting</b>			
20-02-109	That the budget be amended to include an additional \$132.00 for the Wolf Depredation Management Program with funding coming from the General Operating Reserve.	Jennifer	Completed
20-02-110	That Mackenzie County sponsor the Fort Vermilion Winter Carnival in the amount of \$2,000 with funding coming the 2020 operating budget.	Jennifer	Completed
20-02-111	That the Treaty 8 Annual General Meeting and request be referred to the Community Services Committee for review and consideration.	Don	Formal request required
20-02-119	That first reading be given to Bylaw 1172-20 being a Road Closure Bylaw to close firstly Plan 0321316, Block 25, all of the lane lying north of Lots 20 to 23 inclusive and lying north of the production westerly of the north boundary of Lot 23, and secondly Plan 9925549, Block 25, all of the lane lying north of Lots 15 to 19 inclusive and lying west of the production northerly of the east boundary of Lot 15 for the purpose of consolidation, subject to public hearing input.	Byron	PH 2020-03-25
20-02-121	That Policy PW042 Road Allowance Use be TABLED to the next meeting.	Byron	RFD 2020-03-10
20-01-122	That the budget be amended to include the La Crete Southeast Drainage Ditch (Part of NE 3-106-15-W5M)	Jennifer	Completed

Motion	Action Required	Action By	Status
	project in the amount of \$20,000, with funding coming from the Surface Water Management Reserve.		
20-01-123	That Mackenzie County send a letter to the Minister of Municipal Affairs in support of the petition to form a new municipality and invite them to participate in a collaborative conversation/process regarding potential municipal boundaries.	Len	Completed
20-02-127	That the budget be amended to include \$2,400.00 for the 13 <sup>th</sup> Annual Women in the North Conference on April 29 – 30, 2020 in Peace River, Alberta with funding coming from the General Operating Reserve and that Councillor Wardley be authorized to attend.	Jennifer	Completed
20-02-130	That Council accept the meeting request from the Little Red River Cree Nation regarding the County land use proposal and that administration coordinate a meeting date and time.	Len	In progress
20-02-131	That condolences be sent to the Metis' Region 6 on the passing of one long time member and Elder, Ruth Kidder.	Carol	
20-02-141	That administration proceed with the disposal of fire trucks as discussed.	Don	In progress



## 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

March 2, 2020

The Honourable Kaycee Madu  
Minister of Municipal Affairs  
132 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister:

### **RE: PETITION TO FORM A NEW MUNICIPALITY**

Mackenzie County met with you in November 2019 to discuss the petition you received regarding the formation of a new municipality. At that time you indicated that yourself and MLA Dan Williams would visit the affected municipalities prior to making a decision.

Mackenzie County Council voted on February 26, 2020 to support the petition to form a new municipality and formally request your presence to participate in a collaborative conversation, and process, regarding the potential municipal boundary options.

Bringing this matter to fruition is of utmost importance and we respectfully request your immediate attention. If you have any questions please feel to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Thank you and we look forward to hearing from you.

Sincerely,

Josh Knelsen  
Reeve, Mackenzie County

c. Dan Williams, MLA – Peace River  
Mackenzie County Council



February 5, 2020

Honourable Jason Kenney  
Premier, President of Executive Council  
Office of the Premier  
307 Legislature Building  
10800 97 Avenue  
Edmonton, AB T5K 2B6

Dear Premier Kenney:

In recognition of the fiscal challenges Alberta and its communities are facing, last month AUMA hosted a *President's Summit on Municipal Finances: Effective & Transparent*. We appreciated the participation of many of your colleagues, which provided them the opportunity to engage with over 175 municipal leaders in dialogue focused on solutions.

The primary conclusion of the summit was that building a stronger provincial-municipal partnership is key to restoring the Alberta advantage. We all govern the same people who elected your provincial government, and we must collaborate to best use our finite tax dollars. Our members have expressed frustration at the lack of meaningful engagement on provincial decisions that impact our communities. Municipalities were taken aback by the cumulative impacts of a wide array of cuts and changes to programs introduced in the fall budget, from backtracking on city charters to funding changes to parent link.

As Minister Madu stated, "Only when we are working together can we ensure we are moving in the right direction". We concur that there has never been a greater need for the province and municipalities to work together to "fight out our way out of the economic downturn".

As we look towards a new decade, municipalities and the province have an opportunity to forge a more productive partnership based on key elements:

- A common goal: Economic development is the top priority for municipalities, who all share your government's objective to get Alberta back to work.
- Strategic coordinated investment: Municipalities understand the need to balance the province's books. At the same time, together we must leverage our scarce resources to maintain infrastructure and preventative social services. Without thoughtful investments, our communities will not be able to attract and retain businesses and talent. Experience shows that deferred investment results in increased costs down the road for future generations.
- Mutual Respect: Albertans elect provincial and municipal governments to provide good governance. Like the provincial government, municipalities are ultimately accountable to voters. Being the level of government closest to the people enables us to provide greater transparency and more effectively engage citizens and businesses when determining investment needs and opportunities for efficiency at the local level.



Albertans cannot afford for their provincial and municipal leaders to be uncoordinated and adversarial. The solutions are in front of us if we pull together.

I have enclosed further background that demonstrates why a renewed partnership between the province and municipalities is essential to Alberta's future.

As you prepare for the upcoming budget and legislative session, AUMA requests a meeting so that we can discuss the following:

- Municipal governments have engaged their businesses, citizens and staff to find efficiencies and alternative revenue sources to adjust to funding cutbacks and programs changes introduced in the provincial budget last fall. They cannot absorb any further cutbacks or additional costs without significantly increasing taxes or cutting back essential services.
- Now is the time to invest in maintaining Alberta's infrastructure. Prices are relatively low and Alberta's private construction firms are struggling to hang on through this extended downturn. Planned reductions to the Municipal Sustainability Initiative (MSI) must be revisited and a strategy developed to ensure that stranded federal infrastructure funding starts flowing back to Alberta communities. Reducing government investment in infrastructure at this time is crippling our construction industries, its workers and apprenticeship programs.
- The 2019-20 Fiscal Plan identified that the education tax requisition will be increasing by approximately four percent starting in 2020-21. This imposition to property tax ratepayers is planned at the same time as provincial education spending is being frozen. This planned year over year increase is unacceptable to municipalities and ratepayers.

In addition to our meeting request, we look forward to continuing the dialogue on provincial-municipal partnership at our Municipal Leaders' Caucus in Edmonton on March 25 and 26, and at our annual Convention on September 23-25 in Calgary. Please feel free to contact me by email at [president@auma.ca](mailto:president@auma.ca) or my cell phone at (403) 363-9224 to discuss any of these matters at any time as well.

Sincerely,



Barry Morishita  
AUMA President

Cc: The Honourable Kaycee Madu, Minister of Municipal Affairs

Cc: The Honourable Travis Toews, President of Treasury Board and Minister of Finance

Encl.

# STRONG PARTNERSHIPS BUILD ALBERTA

Municipalities understand and share the priorities of the Government of Alberta and look forward to working as partners to achieve them based on mutual respect and co-operation.

“Municipalities need a positive partnership with the provincial government and long-range planning to meet their community priorities.”  
(UCP Platform, page 77)

## SHARED GOAL: Getting Alberta Back to Work

A 2019 study by the University of Calgary’s School of Public Policy found that the number one issue for municipalities is economic development.

Standing up for Alberta is an important part of ensuring our future prosperity. AUMA and our members have stood shoulder-to-shoulder with the province in our [Support Canadian Energy campaign](#) where we championed the need for market access for our energy industry in the media and with municipal colleagues across Canada.



This shows municipalities are ready to partner in achieving the province’s goals, but the lack of meaningful engagement in provincial decisions creates barriers to success.

Alberta’s municipalities are working hard to attract industry and encourage economic development. At our President’s Summit, AUMA members shared examples of how they are working with their neighboring municipalities and local businesses to reduce red tape, build infrastructure, and create the networks needed to attract and retain investment and talent.

For example, the Town of Vegreville partnered with its local chamber of commerce to set up a joint panel to mitigate the loss of over 230 jobs as a result of the federal government’s decision to close the immigration processing centre. Thanks to these collective efforts, not a single business has closed in town and the region is poised to become a hemp industry hub.

Moving forward, AUMA will continue to work with our members and organizations such as the Alberta Chambers of Commerce and BILD Alberta to share examples and lessons learned from municipal-private sector partnerships. There is an opportunity for the province, municipalities, and the private sector to unite in sharing the message that Alberta is open for business.

# STRONG PARTNERSHIPS BUILD ALBERTA

## Strategic Coordinated Investment

Municipalities recognize that competitive federal, provincial, and municipal tax regimes help attract investment. During the summit, our members shared examples of efficiencies they have found in order to keep property taxes increases to a minimum, despite revenue pressures.

At the same time, we also heard examples of deferred maintenance of road and water infrastructure as a result of reductions to the Municipal Sustainability Initiative funding and other funding reductions. This is especially concerning as we also heard from the Alberta Chambers of Commerce and BILD Alberta that quality transportation and water infrastructure is essential to attract investment and development.

We also learned from the construction, road builders, and aggregate associations how deferred maintenance results in increased costs down the road. For example, aggregate is a finite resource, whose costs rise as supply decreases. We know from experience that delaying investments in maintaining and repairing infrastructure now will only result in replacing it tomorrow.

**“Alberta needs to plan and build infrastructure to meet the needs of our future population and grow the economy.”**  
(UCP Platform, page 29)

The time to invest is now. The slowdown in Alberta’s economy means that prices are reasonable, and crews are available. A continued reduction of investment in municipal and provincial

infrastructure increases the risk that Alberta companies, many of whom rely on public sector investment for 50 percent of their work, will go out of business. This means that equipment and skilled labour will be lost to other jurisdictions.

There is a positive multiplier effect of investments in infrastructure, providing jobs to Albertans and profits to Alberta companies, which in turn are invested in local businesses and revenue for all levels of government.

**“\$1 Billion investment in infrastructure generates \$1.6 billion in economic growth.”**  
(From FCM Building Better lives together, November 2019)

Development of a new Local Government Fiscal Framework and of a 20-year capital plan creates a generational opportunity to coordinate strategic investments in infrastructure that will pay dividends to Albertans for years to come. We also have an opportunity to find innovative solutions to ensure that stranded federal infrastructure dollars start flowing back to the Alberta communities where they were generated.

But it’s not only about investing in hard infrastructure. We must also invest in our people. During economic hardship, people suffer and need the services and supports that keep families together, communities alive, and the Alberta spirit strong. A dollar spent on the critical preventative services provided by Family and Community Support Services (FCSS) can save up to \$12 in justice and other costs.



# STRONG PARTNERSHIPS BUILD ALBERTA

## Mutual Respect

Municipalities are efficient and effective financial stewards who transparently manage taxpayer dollars while providing essential services.

Municipalities are the only order of government that doesn't just adopt our budgets in public, we deliberate in public. We are also the only order of government that can't run operational deficits. In addition to this, municipal revenue options are limited by legislation. These constraints force us to be efficient, and they require us to engage our citizens in making tough decisions on how we will invest our limited resources. These constraints also place us in a unique position to understand the challenges the province faces in balancing Alberta's books.

Municipalities at our President's Summit provided myriad examples of how they are engaging citizens to find efficiencies. The following is just a small sample of the solutions municipalities are implementing:

- The summer villages around Sylvan Lake host annual meetings to report to citizens on municipal spending and outcomes over the past year and to seek input on future investments. Many municipalities are supplementing traditional engagement approaches with podcasts, Facebook Live, blogs, and other technologies to seek citizen input on local decisions.
- The City of Grande Prairie's adaptation of Toyota's LEAN management system to identify operational efficiencies is anticipated to result in savings of \$2.5 million and 35,000 hours of staff time over the next three years.
- The City of Medicine Hat is also implementing LEAN and engaging staff and citizens in its Financially Fit for the Future initiative to address a \$23 million annual operating budget shortfall due to a decrease of commodity-based revenue. The City is on track to achieve revenue replacement of \$16 million by the end of its 2019-2022 budget cycle and has set a course to full recovery through a 10-year plan.

Municipalities at the Summit were excited to share these long-term solutions. However, this sound

planning can be undermined by changes the province makes to programs without warning. For example, one Alberta town re-invests all its traffic fine revenue into capital projects that improve community safety. This funding is invested in valuable projects, such as park lighting upgrades, pedestrian crosswalk signals, and equipment for peace officers. The town reports that many of its plans for community safety upgrades will now be delayed for additional years due to the province's decision to lower the portion of traffic fine revenue that is shared with municipalities.

We are ready to provide solutions to the province's financial difficulties but to contribute we need to be invited to the table. Ahead of the next budget and legislative session, we ask that the Government of Alberta sit down with AUMA, who represents 85 percent of Alberta's population, to discuss the issues impacting Alberta communities and the collaborative solutions to address them.

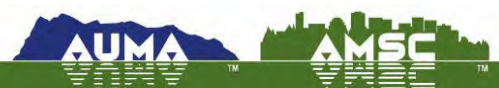
Let's build a positive and constructive dialogue about how we as elected representatives can make life better for Albertans.

## United in solutions

Participants at the summit were united in their support for the Rural Municipalities of Alberta's (RMA) call to address the approximately \$173 million in property taxes on oil and gas properties that are currently unpaid to rural municipalities.

AUMA joins RMA in seeking the following solutions:

1. That the MGA be updated so that oil and gas properties are subject to the same tax recovery tools as other businesses and that municipal property taxes be legally assured as a secured claim in the event of bankruptcy or receivership.
2. That unpaid property taxes be considered as grounds for the Alberta Energy Regulator to deny a license to operate in Alberta.



**From:** [Philip Doerksen](#)  
**To:** [Carol Gabriel](#)  
**Subject:** Challenge cup  
**Date:** February 24, 2020 2:37:03 PM

---

Hi

Could I interest you in advertising with us for Challenge Cup.

NORTHERN LIGHTS REC.CENTER

38th LA CRETE CHALLENGE CUP (Since 1983)

We would like to thank PIZZA PLACE for being our  
Major Challenge Cup sponsor for 2020 season.

We are once again quickly approaching our annual Challenge Cup hockey tournament. Our dates for this event are set for March 27th, 28th, 29st 2020 running an event of this size needs the support from the community and is greatly appreciated.

Some of our costs are Prize money, ice fees, staffing, referees, time keepers and door prizes. We would like to offer you the opportunity to advertise your company with us and support us with this event.

All our sponsors will be acknowledged through various media throughout the hockey tournament.

GENERAL SPONSORSHIP		SIZE
Bronze	\$ 250.00	Business card
Silver	\$ 500.00	¼ page
Gold	\$ 750.00	½ page
Platinum	\$ 1000.00	Full page

General sponsorships will have their ad in our booklet that will be available at the Ticket booth.

If you are interested in advertising with us for this event, or for more information, please call, text or email

Philip Doerksen @ Cell 926-0503. E-mail [arenam@telus.net](mailto:arenam@telus.net)

Cheque can be made payable to

La Crete Recreation Society  
Box 29  
La Crete, AB  
TOH 2HO

We also accept Credit Card Payments

All ads \$500 and over will receive two Tournament passes; passes will be available at the ticket booth on the day of the event. Plus all Businesses with an ad purchase will receive a free program at the ticket booth.

On behalf of the La Crete Rec board and Challenge Cup organizers, we would like to thank you for your Support!!

***Philip Doerksen***

**Arena Manager**

**Northern lights Rec Centre**

**Box 29 La Crete A.B.**

**TOH 2HO**

**10201-99 ave**

**Cell (780) 926-0503**

**Fax (780) 928-3022**

**[www.nlreccentre.com](http://www.nlreccentre.com)**

**Hockey/Curling/Bowling/Soccer**

**Tennis/Baseball/Pickle ball/badminton**

**Board Room rental/hall rental**

**Games room rental**

March 2, 2020

Dear Alberta Municipalities:

Alberta is currently in a time of crisis. We are facing ongoing challenges in our Province's energy and agriculture sectors; tensions are rising, and western alienation continues to grow. Alberta is a place of innovation and opportunity—our Province has so much to offer to Canada and the world. Now is the time to make that clear.

Our municipality believes there is an opportunity at the upcoming Federation of Canadian Municipalities (FCM) Convention to promote Alberta to a national audience while contributing to improve inter-provincial relationships and enhanced prosperity.

We want to propose setting the stage to tell a truly Albertan story. Each municipality in our great province is unique and brings strengths to the collective table. This June, at the FCM Convention, let us showcase to the rest of Canada, the high level of competitiveness and diversity that flourishes in Alberta. We know Alberta as a destination for unique tourism, agriculture, and machine learning. Our Alberta is home to world-class post-secondary institutions and advanced manufacturing. We are a place of aviation, renewable energy, a highly skilled workforce, and solutions-based thinking. We are proud to say Alberta is also home to the most ethically-sourced traditional energy extraction projects in the world that help fuel our modern times. Let's tell our story.

We are reaching out to our fellow municipalities to gauge interest in being involved in an Alberta-focused reception at FCM. The purpose of the reception is to reframe the perspective others throughout our Country may have about Alberta.

This event will be held on **June 6, 2020 from 5:00 p.m. to 9:00 p.m.** where brief educational presentations and entertainment would be available. Currently working towards having a keynote speaker who will entertain and potentially moderate a panel. We envision having notable Albertans attend the reception to share, from their perspectives, what makes this Province the most desirable place to be. Each participating municipality may also have the opportunity to showcase their community in a one-two minute video loop.

Sturgeon County, MD of Greenview and the Municipality of Wood Buffalo's Councils recently passed motions to fund portions of this event, up to \$10,000. ***The Imperial Room at the Fairmont, Toronto has been secured.*** We understand that these are tough economic times and that monetary contributions to this initiative will vary from municipality-to-municipality. We are of the firm belief, however, that this opportunity can be a success if we all band together.



With June quickly approaching, we are actively looking for partners. Sturgeon County respectfully requests that your municipality reply to this call-to-action, with details on how you may be able to participate in the planning and/or funding of the event. In addition to support from other municipalities, we are also turning to industry and the Government of Alberta to help progress this important initiative.

When indicating interest please reply to: **Deputy Mayor Neal Comeau**, Sturgeon County:

Email: [ncomeau@sturgeoncounty.ca](mailto:ncomeau@sturgeoncounty.ca) or

Cell: 587 986 5035

A small shift in one person's perspective can lead to significant change. Under one unified action, we can achieve our goal.

Sincerely,



Alanna Hnatiw,  
Mayor, Sturgeon County

Cc: Dane Lloyd, MP Sturgeon River-Parkland  
Honourable Dale Nally, Associate Minister of Natural Gas  
Shane Getson, MLA, Lac Ste. Anne-Parkland  
Council, Sturgeon County  
Reegan McCullough, CAO Sturgeon County



## **RMA Spring 2020 Submitted Resolutions**

- 1) Call to Order
- 2) Acceptance of Order Paper
- 3) Resolution Session

**1-20S Alberta Wetland Mitigation Directive** (*Saddle Hills County*)

**2-20S Additional Depreciation of Machinery and Equipment Property (Schedule D)** (*MD of Opportunity*)

**3-20S Implementing Western, Rural Municipal Representation on FCM WEST** (*Sturgeon County*)

**4-20S Water and Wastewater – Laws, Regulations and Funding** (*County of Grande Prairie*)

**5-20S Regional Economic Development Alliances Continued Provincial Funding** (*MD of Spirit River*)

**6-20S Economic State of Crisis** (*Brazeau County*)

**7-20S Health Care Co-ops** (*County of Warner*)

- 4) Vote on Emergent Resolutions (if needed)
- 5) Closing of Resolution Session

**Alberta Wetland Mitigation Directive**

Saddle Hills County

*Simple Majority Required  
Endorsed by District 4 (Northern)*

---

WHEREAS the Alberta Wetland Policy requires municipalities to implement practices that impact budgets and project timelines with minimal improvements to the environment; and

WHEREAS the wetland application process can take several months if a field assessment is required as it can only be completed during the plant growing season; and

WHEREAS most of the costs associated with the wetland restoration program are used for administration, with a minimal amount used to improve the environment; and

WHEREAS municipalities are required to hire engineers to complete desktop and wetland assessments and Alberta Environment and Parks use significant staff resources to review engineer assessments and process applications; and

WHEREAS rural municipalities manage the majority of Alberta's public road infrastructure; and

WHEREAS roads require consistent maintenance and/or re-building to support a growing province, ensure public safety, accommodate increased use including extra weight and more traffic, and align with current standards; and

WHEREAS the consequences of not completing road maintenance as required, due to extended time and extra cost, could include putting public safety in jeopardy due to a lack of upgraded roads, and loss of transportation routes for industry and the public due to road bans or road closure;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta urge the Government of Alberta to modify the Alberta Wetland Mitigation Directive to minimize the administration and assessment process to reduce costs and approval times for municipalities; and**

**FURTHER BE IT RESOLVED that funds collected through the Alberta Wetland Mitigation Directive be directed to environment improvement projects that have low administration fees.**

**Member Background**

Recently, Saddle Hills County has hired consultants to complete wetland assessments on projects and have found the process is time-consuming and expensive, especially if wetlands are found. Below is a summary of an example of one such project:

*Summary of Wetland Assessment – Highway 725:02 / Township Road 811*

The Highway 725:02 and Township Road 811 intersection improvement project consists of a 0.31 km road widening for turning lanes, culvert extension and relocation of a private driveway.

A desktop assessment of the wetland was completed which identified impact to five wetlands including a 50 metre buffer. Therefore, a full wetland assessment and impact report was completed. The wetland assessment started on February 27, 2019 and was completed on July 17, 2019 at a cost of \$21,855 which includes \$7,400 of wetland compensation.

**RMA Background**

9-18F: Impact of the Alberta Wetland Policy on the Cost of Maintaining Public Road Infrastructure

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta urge the Government of Alberta to modify the Alberta Wetland Mitigation Directive to allow all wetland impacts as a result of municipal road maintenance or re-building of existing roads to utilize a one to one ratio, or D to D value wetland replacement; and/or consider exempting all wetland impacts in road right of ways that are smaller than one hectare in size.

15-18F: Wetland Mitigation Directive – Restoration and Compensation

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta request that Alberta Environment and Parks follow the Wetland Mitigation Directive and that permittee-responsible mitigation either through enhancement or construction of wetlands be allowed, be it either through the Alternative Land Use Services program or through wetlands constructed as a part of stormwater management ponds.

## **Additional Depreciation of Machinery and Equipment Property (Schedule D)**

MD of Opportunity

*Simple Majority Required  
Endorsed by District 4 (Northern)*

---

WHEREAS machinery and equipment (M&E) property is assessed in accordance with the *Alberta Machinery & Equipment Assessment Minister's Guidelines* (the Guidelines), adopted by way of Ministerial Order every year; and

WHEREAS additional depreciation may be granted under Schedule D of the Guidelines "[f]or any depreciation that is not reflected in Schedule C...provided acceptable evidence of such loss in value exists"; and

WHEREAS several assessment complaints have been filed with the Municipal Government Board respecting assessments for M&E requesting additional depreciation under Schedule D of the Guidelines on the basis of industry-wide economic conditions; and

WHEREAS the Provincial Assessor's policy with respect to Schedule D is to not grant additional depreciation on the basis of industry-wide economic conditions; and

WHEREAS the Provincial Assessor's policy ensures that assessments are not affected by industry-wide economic conditions and that assessment of M&E is based on a stable, predictable system; and

WHEREAS policies are already in place to reduce assessments prepared for and taxes paid on M&E, including the reduction of all assessments of M&E to 77% of the value determined in accordance with the Guidelines, a 25% immediate depreciation on M&E pursuant to Schedule C of the Guidelines, and the exemption of M&E from education requisitions; and

WHEREAS municipalities depend on the stable, predictable assessment system established by the Guidelines; and

WHEREAS if the Provincial Assessor's policy respecting the assessment of M&E is changed, there will be a significant redistribution of the assessment base within municipalities;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) advocate for the Government of Alberta to take steps to ensure that assessments for Machinery and Equipment are not adjusted under Schedule D of the *Alberta Machinery & Equipment Assessment Minister's Guidelines* on the basis of industry-wide economic conditions; and**

**FURTHER BE IT RESOLVED that RMA advocate for the Government of Alberta to amend Schedule D of the *Alberta Machinery & Equipment Assessment Minister's Guidelines* to confirm the status of the current policy that additional depreciation under Schedule D is not available on the basis of industry-wide economic conditions; and**

**FURTHER BE IT RESOLVED that RMA advocate for the Government of Alberta to not consider any changes to the *Alberta Machinery & Equipment Assessment Minister's Guidelines* without full consultation and consideration of the impact of any changes on all Alberta taxpayers.**

### **Member Background**

Canadian Natural Resources Limited ("CNRL") filed complaints with the Municipal Government Board (MGB) for property assessments prepared by the Provincial Assessor for designated industrial property in the 2018 and 2019 tax years.

The complaints seek reductions in assessments for Machinery and Equipment (M&E), as well as Buildings and Structures, across Alberta. The requested reductions in assessments are in the range of 50%. The properties under complaint are found within 52 Alberta municipalities (the full list of which is provided below). The specific properties under complaint and the affected municipalities vary for 2018 and 2019. The full list provided includes those municipalities affected by both or either of the complaints.

In relation to the assessment of M&E in both 2018 and 2019, CNRL argues that the regulated standard found in the *Alberta Machinery & Equipment Assessment Minister's Guidelines* (the Guidelines) should include depreciation on the basis of industry-wide market or economic conditions under Schedule D.

The Municipal District of Opportunity No. 17 understands that this same argument has been raised in other complaints before the MGB, and it is expected that further complaints will be filed in 2020 (and beyond) on the same basis.

If industry-wide market or economic conditions form part of the regulated assessments, then there is little difference between a market value assessment and the regulated assessment process established by the Guidelines.

The Provincial Assessor's current policy is to not allow additional depreciation under Schedule D of the Guidelines on the basis of industry-wide economic conditions. Regulated assessments are not intended to vary with general changes in the economy the way that market value assessments do; this perceived disadvantage is more than offset by the preferential policies embedded in the system. Municipalities depend on this stable, predictable system to ensure an even distribution of property taxes amongst all taxpayers.

If this current policy is changed, there will be a significant impact on the distribution of property taxes throughout every municipality in the Province that collects property taxes on M&E. The result will impact all taxpayers within those municipalities due to the resultant shifting of the tax burden.

No changes should be made to the current policy respecting application of the Guidelines without full consultation and consideration of the impact such changes would have on all taxpayers.

The following municipalities host assets that are subject to the complaints filed by CNRL:

- Athabasca County
- County of Barrhead No. 11
- Municipal District of Bonnyville No. 87
- Camrose County
- Municipal District of Fairview No. 136
- Flagstaff County
- Foothills County
- County of Forty Mile No. 8
- County of Grande Prairie No. 1
- Special Areas Board
- Kneehill County
- Lac Ste. Anne County
- Lacombe County
- Lamont County
- County of Minburn No. 27
- County of Newell
- County of Paintearth No. 18
- Ponoka County
- Red Deer County
- Smoky Lake County
- County of St. Paul No. 19
- Starland County
- County of Stettler No. 6
- Sturgeon County
- Municipal District of Taber
- Thorhild County
- County of Two Hills No. 21
- County of Vermilion River
- Vulcan County
- Municipal District of Wainwright No. 61
- County of Warner No. 5
- Westlock County

- County of Wetaskiwin No. 10
- Wheatland County
- Municipal District of Willow Creek No. 26
- Cypress County
- Clearwater County
- Brazeau County
- Woodlands County
- Municipal District of Greenview No. 16
- Yellowhead County
- Northern Sunrise County
- Birch Hills County
- Saddle Hills County
- Clear Hills County
- Mackenzie County
- Municipal District of Lesser Slave River No. 124
- County of Northern Lights
- Municipal District of Opportunity No. 17
- Town of Drumheller
- Lac La Biche County
- Improvement District No. 349

### **RMA Background**

RMA has no active resolutions directly related to this issue.

## **Implementing Western, Rural Municipal Representation on FCM WEST**

Sturgeon County

*Simple Majority Required  
Individual Resolution*

---

WHEREAS rural municipalities across western Canada are members of the **Federation of Canadian Municipalities (FCM)** which is a collective of 2000 local governments of all sizes across Canada; and

WHEREAS FCM's purpose is to advocate on behalf of all types of municipalities with influence and access to key federal-decision makers within every federal Canadian political party to drive investment in municipal priorities; and

WHEREAS FCM has established the **Western Economic Solutions Taskforce (WEST)** to address municipal priorities and challenges specific to western Canada; and

WHEREAS rural municipalities in Alberta, while appreciative of the creation of WEST, believe sufficient western, rural representation does not exist within the group; and

WHEREAS attendance at the 2019 FCM conference resulted in disappointment for many western rural municipal leaders because the issues impacting them were not accurately represented at the conference; and

WHEREAS rural municipalities in Alberta believe there is opportunity for improvement in FCM's representation of western, rural Canadian issues and perspectives, specifically in the WEST;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) urge the Federation of Canadian Municipalities (FCM) to address the lack of western, rural representation within the Western Economic Solutions Taskforce (WEST) by advocating to FCM that membership to WEST reflect a balance between urban and rural mayoral perspectives, while keeping the size of the Taskforce at a manageable level.**

### **Member Background**

The Federation of Canadian Municipalities (FCM) currently represents approximately 2000 municipalities across the country, which collectively serve about 90% of the Canadian population. Approximately 80% of FCM's member municipalities are classified as rural.

Rural municipalities are generally characterized by low population densities and large geographies. However, rural municipalities provide the essentials of daily life including the production of grain and meat for food, gas and oil for cars and industrial vehicles, gas to heat our homes, and wood to build our homes. In fact, the vast majority of major value-added commercial and industrial projects (oil and gas), agriculture, forestry, and the manufacturing sector happens in rural municipalities. While significant residential, commercial and industrial development occurred throughout the country over time, recent economic conditions have significantly restricted growth for municipalities in western Canada.

In turn, the economic downturn has done significant damage to western Canada, with the impact resonating throughout the entire country. In response to this crisis, FCM formed a special taskforce to ensure western Canadian perspectives could be communicated more clearly to Ottawa. This Taskforce, called the Western Economic Solutions Taskforce (WEST) has been mandated with addressing this pressing national concern.

WEST brings together urban and rural leaders from across western Canada so they may collectively focus on the economic downturn, generate solutions and partnerships with the Government of Canada, and ensure the western Canadian perspective is well-represented nationally.

The composition of WEST includes:

<b>Chair</b> , Randy Goulden	Chair of FCM's Prairies and Territories Regional Caucus
<b>Co-Chair</b> , Al Kemmere	President of Rural Municipalities of Alberta
<b>Co-Chair</b> , Charlie Clark	Mayor of the City of Saskatoon
Michael Fougere	Mayor of the City of Regina
Don Iveson	<ul style="list-style-type: none"> <li>• Mayor of the City of Edmonton</li> <li>• Chair of the Big City Mayor's Caucus</li> </ul>
Naheed Nenshi	Mayor of the City of Calgary
Brian Bowman	Mayor of the City of Winnipeg
Bill Karsten	President of FCM
Darren Hill	Third Vice-President of FCM
Ray Orb	<ul style="list-style-type: none"> <li>• President of Saskatchewan Association of Rural Municipalities</li> <li>• FCM Rural Forum Chair</li> </ul>
Gordon Barnhart	President of Saskatchewan Urban Municipalities Association
Barry Morishita	President of Alberta Urban Municipalities Association
Ralph Groening	President of the Association of Manitoba Municipalities
Maya Tait	President of the Union of British Columbia Municipalities
Garth Frizzell, *ex-officio	First Vice-President of FCM
Joanne Vanderheyden, *ex-officio	Second Vice-President of FCM
Vicki-May Hamm, *ex-officio	Past President of FCM

Two out of 17 members on WEST are rural-focused, and the group contains no rural mayors (yet there are five urban mayors). This warrants action to ensure that important rural, western perspectives are more effectively represented. The reason why rural municipalities exist, their priorities, their values, their opportunities (economic, environmental and social), and their challenges are fundamentally different from those of their urban neighbours. Having both the urban and rural municipal perspectives is vital to effectively meeting WEST's mandate for western Canada.

### **RMA Background**

#### **8-19F: Opportunity for Improvement in FCM Representation of Rural Issues and Western Perspectives**

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) use their collective strength and understanding of the rural municipal perspective and priority issues to promote accurate inclusion of rural and western Canadian issues and perspectives at the annual Federation of Canadian Municipalities (FCM) conference, and in FCM communications and advocacy efforts; and

FURTHER BE IT RESOLVED that RMA send a letter to FCM identifying areas of alignment and concern with the content of the 2019 annual FCM conference and requesting that planning committees for future annual conferences include appropriate representation from rural western Canada to ensure that conferences are relevant and meaningful to all member municipalities.



## **Water and Wastewater – Laws, Regulations and Funding**

County of Grande Prairie

*Simple Majority Required  
Endorsed by District 4 (Northern)*

---

WHEREAS the Government of Canada and Government of Alberta draft and implement laws and regulations to protect the environment and public health, including the production and distribution of potable water and the collection, treatment, and release of wastewater; and

WHEREAS the production and distribution of potable water and the collection, treatment, and release of wastewater are essential services crucial to safe, healthy communities; and

WHEREAS the production and distribution of potable water and the collection, treatment, and release of wastewater are often provided by municipalities, municipal commissions, or municipally-owned utility companies; and

WHEREAS the laws and regulations governing the production and distribution of potable water and the collection, treatment, and release of wastewater can have both direct and indirect effects on the cost of providing these services; and

WHEREAS many water and wastewater service providers are challenged to fund the infrastructure deficits under the current laws and regulations governing the production and distribution of potable water and the collection, treatment, and release of effluent;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) advocate that the Government of Canada and Government of Alberta consider and evaluate the financial impacts that all existing and proposed laws and regulations governing the production and distribution of potable water and the collection, treatment and release of wastewater will have on municipalities, municipal commissions, or municipally-owned utility companies, and share this information with RMA; and**

**FURTHER BE IT RESOLVED that the governments of Canada and Alberta establish adequate, stable, long-term funding for all affected water and wastewater service providers which considers the rising costs of providing these services due to federal and provincial laws and regulations.**

### **Member Background**

Located in northern Alberta, the Water North Coalition's membership is comprised of 93 communities, service providers and organizations including cities, towns, counties and municipal districts, hamlets, Metis Settlements, and commissions. The Water North Coalition sent out a survey to its 93 members to gather input on the water and wastewater issues.

One significant concern which showed itself in the results was the rising cost of water and wastewater service delivery. The average water/wastewater infrastructure deficit reported among the respondents was \$36.4 million, with a lack of adequate, consistent and sustainable funding being cited as the largest challenge. Aging infrastructure and small customer bases in rural areas also add urgency and challenges, as service providers struggle to fund critical projects whose costs will be spread among relatively few customers, which can make the services cost prohibitive.

These challenges are often amplified in small and rural areas as funding criteria can exclude the water and wastewater service delivery models often found in these communities. These funding programs exclude commissions and water cooperatives from applying for funding as the process does not recognize these organizations as service providers. The commissions and water cooperatives, however, are expected to follow the same regulations. The funding programs often lack a formal application process, and have tight timelines when funding does become available, which often poses a disproportionate challenge for smaller and rural communities that lack the resources required to engineer shovel-ready plans, especially in the face of changing laws and regulations.

### **RMA Background**

RMA has no active resolutions directly related to this issue.

## **Regional Economic Development Alliances Continued Provincial Funding**

MD of Spirit River

*Simple Majority Required  
Endorsed by District 4 (Northern)*

---

WHEREAS for 20 years the Government of Alberta (GOA) has embraced a partnership with Alberta municipalities to plan and undertake regional economic development initiatives of mutual interest; and

WHEREAS the success of this partnership has made Alberta a leader in the delivery of regional economic development; and

WHEREAS Regional Economic Development Alliances (REDAs) provide a cost-efficient venue for the GOA and municipalities to build partnerships to foster economic growth in their regions; and

WHEREAS REDAs provide a substantial multiplier effect on dollars invested; and

WHEREAS the GOA has limited staffing resources and capacity to offer comparable economic tools and opportunities to rural members to those in urban areas, and

WHEREAS the majority of rural municipalities cannot afford to hire their own economic development officers; and

WHEREAS REDAs are dependent on the GOA's support due to additional downloading onto municipalities such as policing, which limits the ability of REDAs to charge greater membership fees to municipalities; and

WHEREAS the five-year funding agreement for REDAs expires March 31, 2020 and there has been no response on a renewal of this contract; and

WHEREAS the loss of REDAs due to GOA funding cutbacks may result in the loss of strong intermunicipal collaborations in rural Alberta that have taken 20 years to build;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) advocate that the Government of Alberta enter into a five-year contract with the existing nine Regional Economic Development Alliances (REDAs) at an equivalent or higher funding arrangement as was in effect in the previous agreement; and**

**FURTHER BE IT RESOLVED that RMA request that the Government of Alberta enter into meaningful discussions with REDA chairs to ensure long-term sustainability of REDAs.**

### **Member Background**

Rural Alberta communities rely on REDAs to help plan and undertake economic development activities. REDAs provide a forum and mechanism for municipalities and other economic development agencies to identify common issues and solutions to problems or opportunities beyond the limited resources of individual municipalities. Examples of big problems that benefit from the collective actions of municipalities include: broadband research, alternate and value-added crop studies; medical training in rural communities; regional infrastructure needs including future access to water; the retention of companies in rural communities through productivity initiatives; and the importance of supporting innovation and competitiveness as a way to retain and grow rural communities.

REDAs are supported by their member municipalities, community futures, post-secondary institutions, chambers of commerce and industry. Member municipalities are being asked by the GOA to prosper on reduced provincial grants, less funding and increased costs such as policing. This challenges REDAs to go back to their municipalities for more funding to make up for any shortfall from the GOA.

### **RMA Background**

RMA has no active resolutions directly related to this issue.

**Economic State of Crisis**

Brazeau County

*Simple Majority Required  
Individual Resolution*

---

WHEREAS Alberta's unemployment rate is trending upward and remains above the national average; and

WHEREAS consumer bankruptcies increased by 9.1% from November 2018 to November 2019; and

WHEREAS citizen dependence on employment insurance in Alberta is on the rise; and

WHEREAS consumer confidence is plunging due to sustained economic decline; and

WHEREAS rural crime, due in part to increased unemployment, has increased markedly since 2014; and

WHEREAS commercial bankruptcies are seeing a year over year increase since 2016; and

WHEREAS certain bureaucratic government policies in response to perceived environmental emergencies have resulted in actual corporate and personal financial crisis;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate to the governments of Alberta and Canada to declare an economic state of crisis and work with all levels of government to develop and enact policies designed to secure investment and employment in the energy sector.**

**Member Background**

Western Canada's resource-based communities are facing unprecedented challenges due to many factors. These factors connect western Canadians but create a disconnect from those elsewhere in the country. Such factors include a lack of awareness on the part of many Canadians about the challenges being faced in western Canada and the perceived indifference of the Government of Canada to continued attacks by radical environmental groups on the industries that are a major contributor to Canada's economic engine.

These factors have led to one common outcome: significant financial challenges for every Canadian who is reliant, either directly or indirectly, on the energy sector for their living. In Alberta, all business is impacted; not only direct energy-related businesses or secondary and tertiary businesses but the local grocery shops, clothing stores and other essential local businesses. Community organizations, sports teams, and schools are suffering due to a lack of membership and financial support as community members move or suffer mental/physical and emotional distress due to the loss of employment.

The energy industry's record of environmental stewardship, Indigenous outreach policy and proven economic success is something that governments at all levels should champion. There is significant scientific information supporting the environmental practices of Alberta's energy industry compared to other petroleum producers such as Saudi Arabia or Venezuela. Consultation and inclusion with Indigenous peoples has significantly increased as the reconciliation process has evolved. Alberta's Indigenous communities have played a significant role and investment in the energy sector which is a key economic driver of the Canadian economy.

**RMA Background**

1-19S: Municipal Support for the Energy Industry

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate for the Government of Alberta to further develop and implement a targeted, national education and marketing campaign on behalf of Albertans in order to offset foreign protectionism and de-marketing campaigns, regulatory delays, and the combined infrastructure and economic factors that are creating a significant, negative effect on Canada's local, provincial, and national economies. The elements of the education and marketing campaign include as outlined in "Schedule A";

FURTHER BE IT RESOLVED that the Government of Alberta provide resources to offset the combined negative impacts affecting the energy industry through:

1. the continuation of the Petrochemicals Diversification Program;
2. key energy industry-supporting infrastructure development; and
3. a continued strong presence and advocacy with federal, municipal and foreign governments.

WHEREAS many rural municipalities are involved in supporting the delivery of health care services in their community; and

WHEREAS health care co-operatives can provide responsive, cost-effective and quality health care services;

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta request the Government of Alberta to adopt a strategy to support the establishment of health care co-ops to be used to better serve rural residents in the overall delivery of health services.**

#### **Member Background**

Health care co-ops cannot impose conditions on services governed by the *Canada Health Act*, but they can work to improve access to these services and provide services not covered by the Act. Health co-ops are focused on preventative health care and education and work to empower individuals to take control of their own health and well-being.

Co-operative healthcare has been well established in Canada for over 50 years, addressing the social determinants of health in response to the unique wellness and health needs of individual and communities. They are care-effective, efficient, community-based, member-controlled and values-driven. They provide outstanding services. Health care co-ops are productive, fiscally responsible and socially necessary, as they address the social determinants of health in their communities. They can assist communities and the Government of Alberta in making effective use of health care dollars that are more responsive to local needs.

# Solving Health Care Challenges Together

a **co-operative** approach  
to building **healthier** communities

January 2020

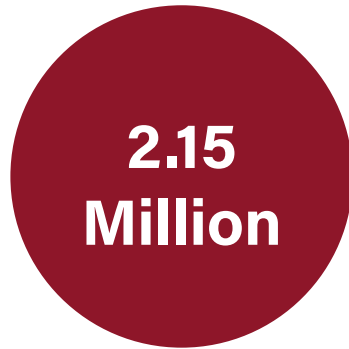


ALBERTA COMMUNITY & CO-OPERATIVE ASSOCIATION

[www.acca.coop](http://www.acca.coop) \* [info@acca.coop](mailto:info@acca.coop)

## ACCA's Member Co-ops

---



Member owners in Alberta



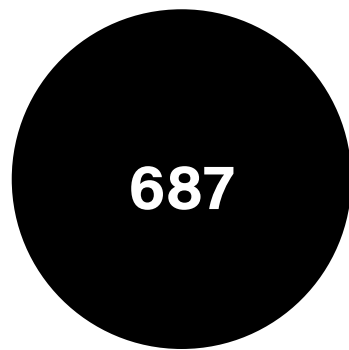
Refunded to Members since  
2017



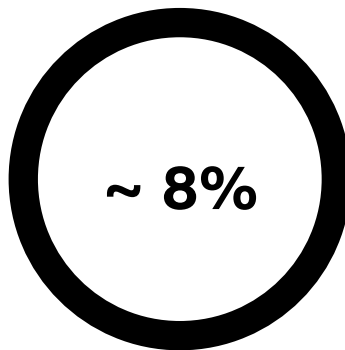
Active in Agriculture,  
Financial, Housing, Insurance,  
Petroleum, Retail, and Rural  
Utility Industries

## Alberta's Co-op Sector

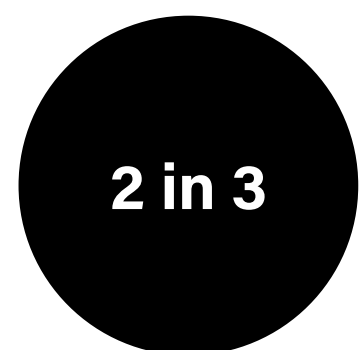
---



Incorporated co-operatives  
and credit unions



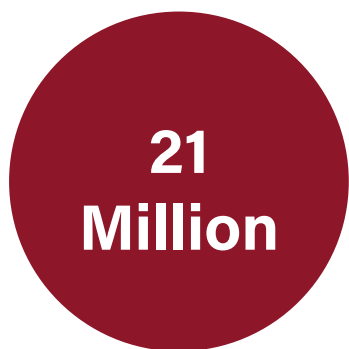
of all co-operatives in Canada  
are found in Alberta



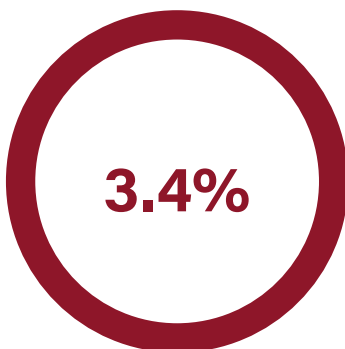
Albertans are a member of a  
co-operative or credit union

## Canada's Co-op Sector

---



Member-owners



GDP contribution



jobs in every industry

## Co-ops play an important role in Alberta's communities

Whether banking at credit unions, supplying farmers, feeding families, or powering homes, the co-operative model is by no means an experiment: it is a proven success especially in rural Alberta.

As co-operatives, we don't have customers or offshore shareholders - we have members.

They are owners and investors who believe that business profits - and the jobs they create - should stay right here in Alberta.

Co-ops are built by people and communities who cannot afford to wait on outside help. They understand that the power of local ownership and democratic decision-making is a fairer way of doing business.

As people-driven enterprises, we are in tune with the "let's get this done" attitude that defines Albertans.

Co-operatives are woven into the Alberta past and present landscape, but there is much more we can do to ensure that co-operatives are a core part of the vibrant future of Alberta.

### Co-operative Social Responsibility

Co-ops are actively engaged in the communities where they do business.

"Co-operative Social Responsibility" is about doing what is right and not just about checking off a box on a corporate to-do list.

**If our community fails, we fail.**

## Co-ops are guided by seven global principles

Co-ops around the world are organized according to the seven international principles of co-operation.

1. Voluntary and Open Membership
2. Democratic Member Control
3. Members Economic Participation
4. Autonomy and Independence
5. Education, Training and Information
6. Co-operation Among Co-operatives
7. Concern for Community

**THE SEVEN CO-OPERATIVE PRINCIPLES**  
**ONE VOLUNTARY AND OPEN MEMBERSHIP**  
**TWO DEMOCRATIC MEMBER CONTROL**  
**THREE MEMBERS' ECONOMIC PARTICIPATION**

**FOUR AUTONOMY AND INDEPENDENCE**  
**AND INFORMATION**  
**SIX CO-OPERATION AMONG CO-OPERATIVES**  
**SEVEN CONCERN FOR COMMUNITY**



# Solving Challenges Together in Health and Senior Care

Accessing quality health care is an ongoing priority for Albertans. Concerns about access to primary, preventative and home care services will only increase as our population ages.

The strain on government budgets to meet these growing needs, accelerated by the option of effective but expensive new technologies, promises to deepen. New forms of service delivery are required to meet these demands, and co-operative health care organizations in Canada and worldwide are responding.

In Canada, co-operatives offering health services take different forms ranging from community health centers, medical clinics, ambulance services, and home care co-operatives.

### Role of the health and senior care co-ops

As businesses owned by their members, health and senior care co-ops fill the gaps in the public health system. Working in conjunction with their provincial health authorities, co-op services focus on the health and well-being of their members, and most use the social determinants of health to guide improvements in the health of individuals.

In Canada, health and social services co-ops provide Canadians with access to a multitude of care options (e.g. primary care clinics, comprehensive care clinics, ambulance services, home care, palliative care, training and information, health promotion, group purchasing medical supplies, mental health facilities, orientation for newcomers health insurance), thus meeting most of the criteria established by the World Health Organization for defining a comprehensive health care benefit.

While owned and controlled by their users, all health care co-ops align with the *Canada Health Act* and provide services to any Canadian, regardless of whether they are members of the co-operative.

### Benefits Overview

Health care co-operatives can provide responsive, cost-effective and quality services to seniors in both health care and housing. ACCA sees an opportunity to utilize the co-operative model within Alberta Health's Clinical Alternative Relationship Plans (ARP).

Unlike private health care systems, co-operative health care services are owned and managed by their patients on a non-profit basis and have proven they can work fully within the *Canada Health Act*. There are already over 500 health and social service co-operatives in Canada and they are proving to be a successful model that we can use right here in Alberta by exploring the opportunities through ARP.

**Services offered by co-operatives improve overall health and well-being, help reduce the workload in the public sector, and reduce the need for family physicians.**

According to the last federal census, about 25% are health care co-operatives, 15% are senior care co-operatives, and 12% of ambulatory care co-operatives. Co-operatives in this sector employ more than 10,000 people and serve around 161,000-members. Co-operative clinics also report significantly higher usage of nurse practitioners in delivering primary care and greater reliance on salaried, rather than fee-for-service compensated, physicians.

Services offered by co-operatives improve overall health and well-being, help reduce the workload in the public sector, and reduce the need for family physicians. In Quebec alone, health care co-operatives provide 2.6 million of hours of home care each year and provide primary medical care to 178,000 people in the province.

In terms of outpatient services, Canadian co-operatives outside Quebec provide care directly or indirectly through community health clinics, ambulance services and home care.

Co-operative health and senior care offer quality solutions that are often more personalized and transparent than what is found in the public system or among private providers.

Health care co-operatives take the form of worker co-operatives, consumer co-operatives, multi-stakeholder co-operatives, consumers/workers/ community organizations areas, purchase co-operatives or shared services.

## Alignment with Alberta Health Priorities

We believe that co-operatives could be used to deliver one or more of the following benefits to Albertans:

- Improve access to a range of health care services in underserved communities
- Improved health care practitioner recruitment and retention
- Reduce patient wait times
- Improved home care services for individuals and better working conditions for home care providers
- Develop new self-management models for the delivery of health care services to Indigenous peoples and deepen linkages between the delivery of child welfare and health care services for children

## Proposed Partnership

The ACCA would like to work in partnership with Alberta Health to leverage the co-operative model in providing better health outcomes for Albertans. We propose a three-phase research project:

**Phase 1 - Mapping Opportunities for Co-operative Innovation:** This phase includes:

- Identifying and filling significant gaps in

current health care provision in underserved communities.

- Conducting educational workshops with AHS staff on the potential of the co-operative health model including support and mentorship from leaders from health co-operatives in other jurisdictions.
- Framing potential co-operative solutions to these gaps via best practices in co-operative health care provision across Canada and internationally.
- Identifying communities with the potential to host community pilots based on criteria of need and leadership capacity.

**Phase 2 - Engage Communities:** This phase includes holding community information sessions on the health co-operative model in five to six potential pilot communities, including a minimum of two Indigenous communities.

We would also hold meetings with community leaders and allied health/social service organizations to explore the feasibility of co-operative solutions to priority community health needs.

The result would be to identify three communities (one Indigenous, one rural, and one urban/peri-urban) as potential hosts for the health care co-op pilot.

**Explore results** - Compile results of the previous two phases and provide education to key ministry staff on evidence-based advantages of the co-operative model, including recommendations for implementation of the pilot health care co-ops in the proposed communities.

**Co-operatives ... offer quality solutions that are often more personalized and transparent than what is found in the public system or among private providers.**

## Examples of Health and Senior Care Co-operatives

Paul Cabaj  
Executive Director  
execdir@acca.coop  
780-963-3766

### Saskatoon Community Clinic [saskatooncommunityclinic.ca](http://saskatooncommunityclinic.ca)

The Saskatoon Community Clinic (Saskatchewan) is a provider of primary health care services. The ultimate goal is to build a healthy population by providing support focused on healthy lifestyles, disease prevention, patient education, diagnosis and treatment.

Although owned and operated by its members, its services are open to all.

### The Medical Clinic Les Grès [cliniquemedicalelesgres.ca](http://cliniquemedicalelesgres.ca)

Saint-Étienne-des-Grès were the first health services co-operative in Quebec to open in 1995.

Currently, 12 doctors and a team of nurse clinicians, a specialized nurse, a social worker and a physiotherapist provide services throughout the surrounding rural communities. The clinic also houses a pharmacy, a dentist, an optometrist, psychologists and a physiotherapist.

### Community First Health Co-op [healthco-op.ca](http://healthco-op.ca)

Founded in 2003 in response to the loss of services at the local level, Community First Health Co-op (CFHC) is a co-operative of consumers and care providers to improve the health and well-being of communities, families and individuals by providing health care and dental care in the Nelson, B.C., area.

### Health Care Co-operatives Federation of Canada [healthcoopcanada.com](http://healthcoopcanada.com)

The Health Care Co-operatives Federation of Canada (British Columbia) brings together co-operatives across Canada that focus on wellness, social services and health.

Offering networking and training opportunities on specialized and larger topics, this national federation shares the work of its member co-operatives and represents the entire sector.

### The EESAD Cooperation [aidechezsoi.com](http://aidechezsoi.com)

The Co-operation Network of Social Economic Enterprises for Home Help (EESAD) is present in the seventeen administrative regions of the province of Quebec.

Via its network of co-operative and non-profit home care organizations, they provide more than seven million hours of service to 100,000 people, including nearly one million hours of business support services.

EESAD employs more than 9,400 people, including 8,700 home service providers with the necessary skills and expertise, to provide quality home support and services to citizens in need.

### Our Unique Distributed Ownership Model

Co-ops enable member-owners to impact business outcomes and influence decisions with a model built on a democratic one member, one vote system. This creates access to products, services or markets not otherwise available.



**RMA Background**

RMA has no active resolutions directly related to this issue.

**Mackenzie County Library Board (MCLB)  
February 6, 2020 Board Meeting Minutes  
Fort Vermilion County Office  
Fort Vermilion, Alberta**

**Present:** Beth Kappelar, La Dawn Dachuk, Lorraine Peters, Wally Schroeder, Kayla Wardley, Lisa Wardley, Cameron Cardinal, Tamie Mclean, Sandra Neufeld.

**1.0** Beth Kappelar called the meeting to order at 6:20 pm.

**2.0 Approval of the Agenda:**

**MOTION #2020-02-01 La Dawn Dachuk** moved the approval of the agenda.

**CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2020-02-02 Wally Schroeder** moved the approval of the Jan 28/20 MCLB meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

- The action items were tabled to the Feb. 24/20 meeting.

**5.0 Financial:**

**MOTION #2020-02-03 Lisa Wardley** moved to go in camera at 6:40 pm

**CARRIED**

**MOTION #2020-02-04 La Dawn Dachuk** moved to come out of in camera at 7:25 pm

**CARRIED**

**MOTION #2020-02-05 Lorraine Peters** moved to approve the following 2020 MCLB budget

**CARRIED**

Balance Forward	\$77,642.70
Revenues	\$308,238.00
Expenses	\$342,400.00
Ending Balance	\$43,480.00

**MOTION #2020-02-06 Lorraine Peters** moved that the following initial payments be made to the libraries:

La Crete Library	\$67,000.00	Total for the year will be \$125,000
Zama City Library	\$26,000.00	Total for the year will be \$52,000
Fort Vermilion Library	\$14,022.07	(1st quarter funding less the Dec 2019 \$3,977.93 advance.)

Fort Vermilion's total for the year will be \$72,000

**CARRIED**

- The Chair and Treasurer of the Fort Vermilion Library Society will be invited to the MCLB Feb 24/20 meeting to give a progress report on their 2020 expenditures.
- Libraries will be informed that they are to prepare for the possibility of a reduction in Provincial funding.

**6.0 Library Reports**

- The reports were tabled to the next meeting..

**7.0 Old Business:**

**7.1 MCLB Plan of Service:**

- The MCLB spent the majority of the meeting developing the new Plan of Service. It will be finalized at the Feb 24/20 meeting.

**7.2 High Level Library MOU:**

- Changes were made to the proposed MOU.

**MOTION #2020-02-07 Tamie Mclean** moved that the revised MOU be sent to the High Level Library Board

**CARRIED**

**7.3 Little Free Libraries:**

- The Move Up Magazine has offered a two page spread in each of the next two issues of the magazine featuring MCLB's proposed Little Free Libraries.

**8.0 New Business:**

No new business was discussed.

**9.0 Correspondence:**  
- None was received.

**11.0 Next Meeting Dates and Location:** Fort Vermilion County Office Feb 24, 2020 at 7:00 pm.

**12.0 Adjournment:**  
**MOTION # 2020-2-08 La Dawn Dachuk** moved to adjourn the meeting at 9:35 p.m.

**CARRIED**

**These minutes were adopted this 24<sup>th</sup> day of February 2020.**

---

**Beth Kappelar, Chair**





Mackenzie County  
Libraries

---

Plan of Service

*2020-2025*



## Table of Contents

Introduction.....	3
Vision & Mission Statements .....	3
Our Libraries.....	5
Our Governance & Structure .....	8
1. Goal: Collection Development .....	10
2. Goal: Staff / Volunteer Training .....	12
3. Goal: Partnerships, Services & Outreach.....	14
4. Goal: Physical & Virtual Spaces.....	16
5. Goal: Demographics Targeting.....	18
6. Goal: Financial Wellbeing & Revenue.....	20
7. Goal: Communication & Promotion.....	22
8. Goal: Regional Librarian .....	24
Additional Information on Region.....	25
Highlighted Survey Questions .....	27
2019 Annual Report Stats .....	30
MCLB Budget.....	31
MCLB Approval Page .....	32

*This is a living document that will assist our Societies, Staff and the Mackenzie County Library Board on an ongoing basis. It will inform our Communities and funding partners with a vision of library services going forward.*

*Our actions will be tied to the Plan of Service and its included goals in some form or another.*

*Yearly updates and check-ins with the local Societies, staff and Board to determine our progress and if a change of course is required.*



# INTRODUCTION

---

## MISSION STATEMENT

*To enrich lives and communities through universal access to knowledge, lifelong learning and literacy.*

## VISION STATEMENT

*To develop strong libraries that are dynamic community destinations for knowledge, inspiration, innovation and cultural awareness.*

The Alberta Libraries Act charges library boards with providing ‘comprehensive and efficient service’ to their communities, while allowing the ability to adapt and be responsive to community needs. The Plan of Service is both a legal requirement and a path forward for our library team to grow, adapt and meet the needs of the patrons, residents and communities we serve.

Within the term of our last Plan of Service we were successful in exceeding many of the goals that were identified. We would like to celebrate a few large-scale successes we have had within the last five-year period. The three biggest ones are a new stand-alone library in the La Crete, the opening of an additional service point in Blue Hills and a substantial increase in library patronage! Over the past 10 years we have seen a steady growth in library patronage, awareness and support throughout the region. In 2019 our combined patron cardholders rose to 5,052, which represents 40% of our total County population, with the above average under 18 population that we have and a high rural population this number is truly extraordinary. This is so much more than a number... it means that 40% of our population walks through our doors, accesses library services from home, finds value in the services that we provide and is engaged in our regional library services. We are so proud of this and it has taken a lot of dedication and work to get to this point, and we aren’t done yet! We will continue to strive to steadily increase patronage, support and awareness of the importance of libraries.

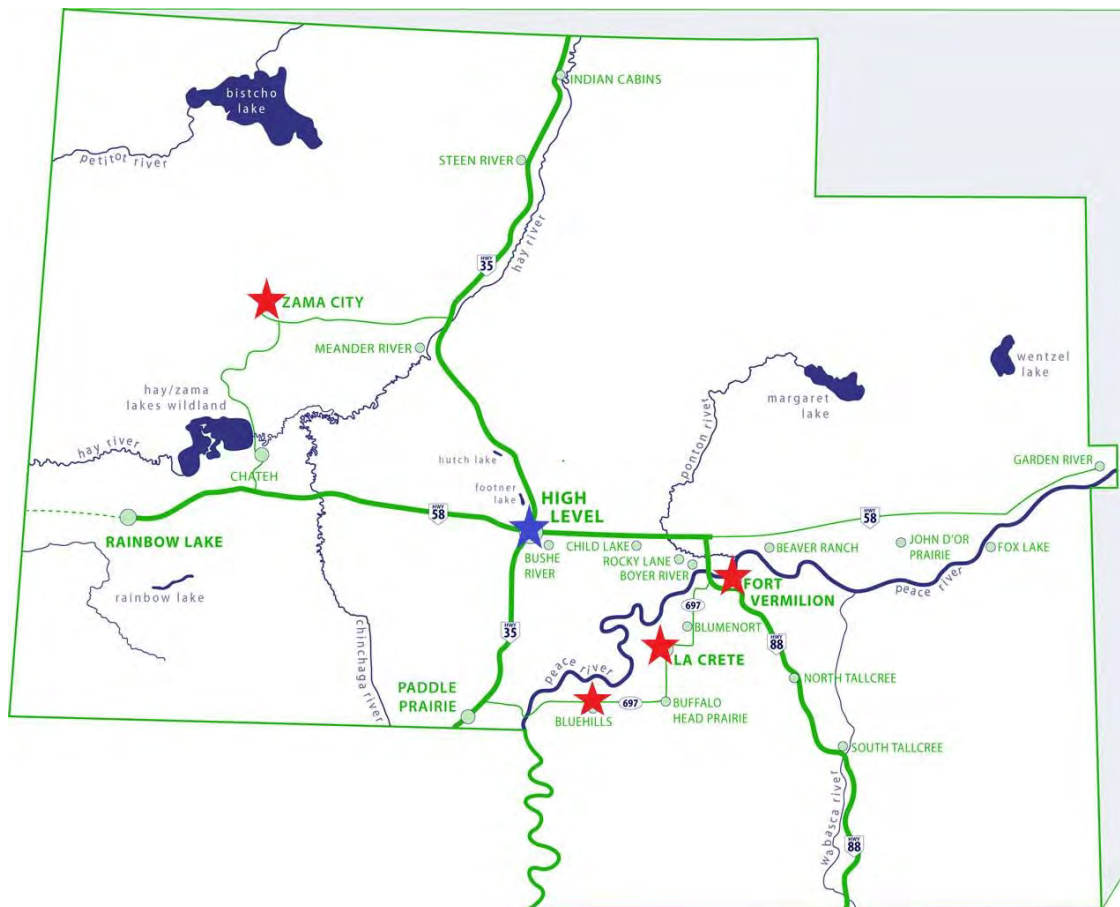
We are not part of a larger library system, we are continuing to build our own process of delivery including in-house as well as a suite of electronic library services, using a team approach and within a budget that is sustainable. We are doing something right! Our patronage numbers and support that we have show that. The future wish to apply for node status, is still on our minds, but is not an immediate action that we are looking at.

Our libraries are all uniquely positioned to be strong community hubs, that foster a sense of community and enable lifelong learning and barrier free access. Our library team works together to foster local and regional partnerships and build relationships to enhance all that libraries have to offer.

A Regional Needs Assessment survey was completed throughout 2019. This process was slightly delayed with the horrific fire season that we had in 2019, so an extension was granted to ensure that

enough time to complete our public input phase and create a solid plan that will guide us. Our member libraries were given the chance to review the draft plan and submit action items suggestions to address the data gathered from the patrons and community. Conversations were held across the region with regarding the future of Library services and how it relates to each community. The Board then reviewed submitted data and finalized this strategic plan that will guide Mackenzie County Library services throughout the next five years. We will review yearly and see where we are, celebrate the successes we see and if modifications need to be made.

Mackenzie County is located in the far north-west corner and is the largest municipality in the Province of Alberta. It covers approximately 80,000 square kilometers, which is bigger than the province of New Brunswick. We have three hamlets, La Crete, Fort Vermilion and Zama City. Our total population is 12,512 (2018 Census) with 66% making up a rural population, with 35.7% of our population being under 18. Within the boundaries of Mackenzie County we have the towns of High Level and Rainbow Lake, as well as four First Nations with multiple communities, including North and South Tall Cree, Fox Lake, John D’or, Garden River, Boyer, Child Lake, Bushe River, Meander River and Chateh.



The Mackenzie County Library Board (MCLB) was jointly created by the Province and Mackenzie County on November 12, 1998. The MCLB has three member libraries located in the Hamlets of Fort Vermilion, La Crete and Zama City, with a new minor service point in Blue Hills. The MCLB has a reciprocal partnership agreement with the Town of High Level Library to offer services across jurisdictional lines.

## • OUR LIBRARIES

### Zama City Public Library (ZCL):

Zama City is about as far north-west as you can get and still be in Alberta. The hamlet population is small, but hardy and has a high working transient population. ***We are Alberta's most Northern Library!*** We have moved around a bit over the years! The Library was first housed upstairs in the Community Hall, then moved to a room in the School, when the school needed more space, we ended up homeless for a while. Then the original Alberta Treasury Branch building from Fort Vermilion was given to Mackenzie County for \$1 and it was moved to Zama and set up as a County office and Library, which we made do with for quite a few years. A partnership between the Province, the Federal Government, Mackenzie County and the Library made possible a beautiful permanent space within the Zama Cornerstone Building!

The Zama Library loves to think outside the box, from our Real Men Read section targeting our high amount of Industry workers in the area to our special collections of Specialty Cake pans to our massage chair in our Wellness Room... this keeps library services energized and in touch with the patrons and the community!

They may live a little on the wild side... but with local wildlife like this... who wouldn't!



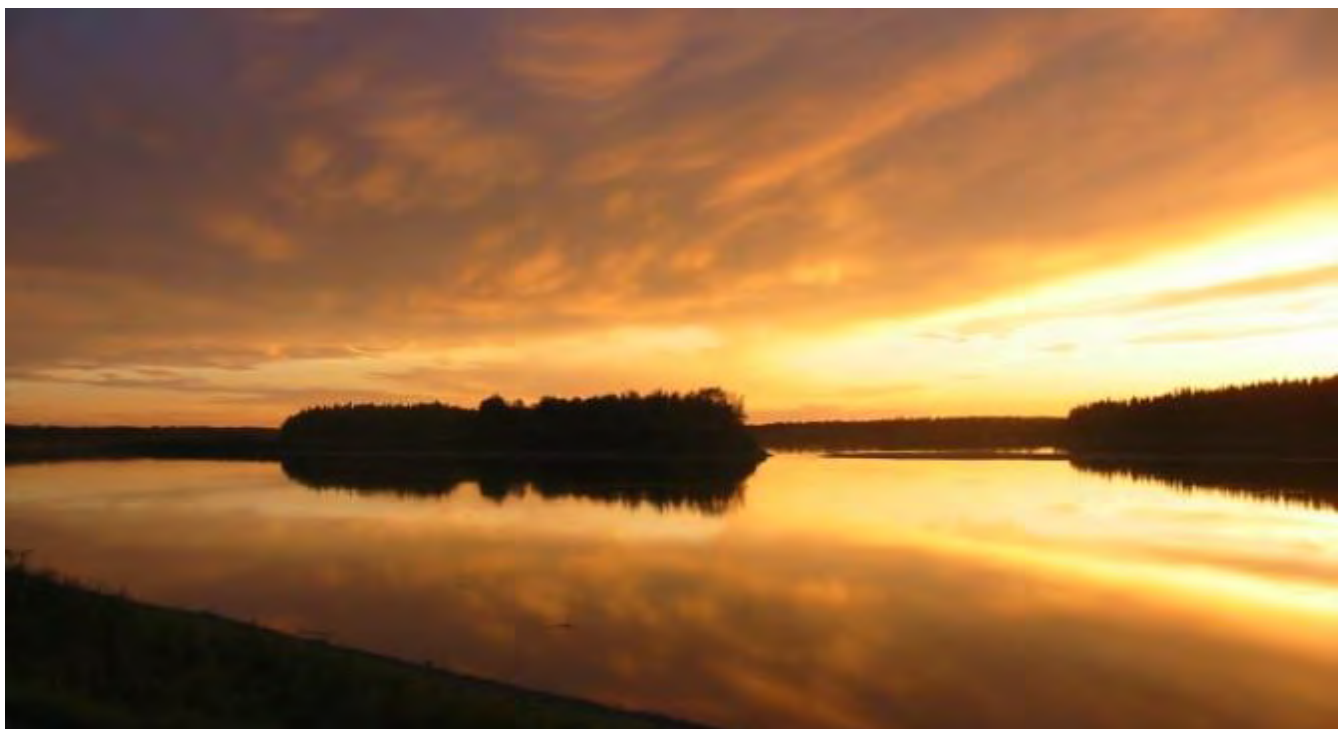


### *Fort Vermilion Public Library (FVL):*

The hamlet of Fort Vermilion is located on the banks of the Peace River, along Highway 88, roughly in the center of the Municipality. The hamlet is one of the oldest communities, we have to say ‘one of’ as Fort Chipewyan was also founded in 1788. There is a friendly rivalry over the title, so depending on where you are standing in the Province, you are in ‘the oldest’! There is a large surrounding Metis, First Nation and rural farming population, that give this library the potential to bridge the cultures and become a unique dynamic community Hub.

Fort Vermilion Library was started in the 1930’s by Jessie Slade McGrew, as a traveling library. The goal was to bring reading material to the people of the north. The library moved around a bit using local resident basements, to the Centennial Building and then to a dedicated community-built library building that was built in 1994 along River Road. The building is shared with Fort Vermilion Community Support Services FVCL. This long-standing partnership has helped the service delivery of these two organizations.

With the strong roots to aboriginal and metis heritage the library hosts a large collection of relevant titles and celebrates the local and long history of the area.



### *La Crete Public Library (LCL):*

La Crete is in the south-west end of the Municipality along Highway 697. The community is fast growing, with a large under 18 population. The Mennonite culture is strong in the area and has a large surrounding rural population.

The Library is located in a stand-alone building that was originally the Alberta Treasury Branch building and in 2016 was opened after extensive renovations were completed by an incredible library team! The library is now located in a prominent location within the center of the community. It has a strong patron base, and support network which is shown yearly during their major fundraiser... the Annual Salmon Grill! Which always sells out quickly and is supplements a large portion of their fundraising budget. The senior's programs and outreach that the La Crete Library offers are truly an asset to the community!

LCCL has provided services to the La Crete community since before 1962. The first library was operated in a small building across from the School by Mrs. Martha Nafziger. This proximity to the school started a long-standing partnership which found the library housed within the school from 1967 to 2016. A new service point in Blue Hills was opened in late 2019, this site will offer additional services to the rural area in partnership with the La Crete Library and the Blue Hill Motel.



## • OUR GOVERNANCE & STRUCTURE

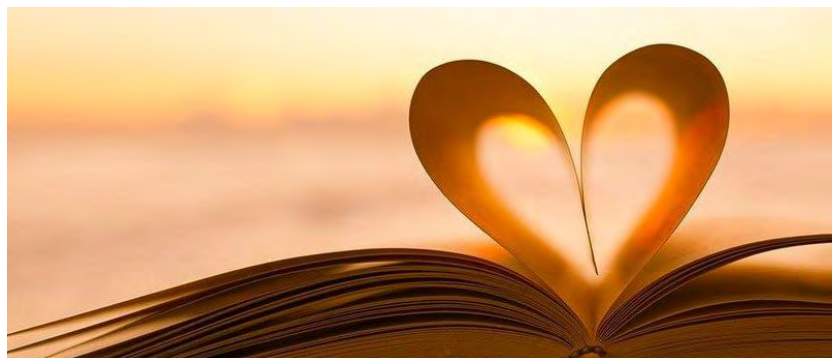
---

The Mackenzie County Library Board, in conjunction with our local Library Societies, staff and volunteers strive to foster and develop strong libraries that are dynamic, community destinations for knowledge, inspiration, innovation and cultural awareness. Our funding and governance partners, the Province of Alberta and Mackenzie County are integral parts of our success in Library services. In order to keep and foster local autonomy, meet the needs of the individual communities and successfully operate three libraries with the distance between communities and the geographical challenge that occurs in Mackenzie County, the MCLB has Operating Service Agreements with the three local library societies. These Societies, in good standing, operate the Libraries on a day to day basis and meet the needs of the individual communities they serve, while implementing the direction set by the MCLB.

. *The Mackenzie County Library Board is made up of appointed members:*

- *2 from the La Crete Area*
- *2 from the Fort Vermilion Area*
- *1 from Rural High Level Area*
- *1 from the Zama Area*
- *1 from County Rural*
- *2 Mackenzie County Representatives*

Our Board is a ‘working’ board, all members are required to put in the time to ensure that Library services are successful throughout the region. Much of the regional administration such as our electronic services, communication, promotion, reporting, regional programming like author tours and events,



initiatives like the Plan of Service, Policies and reviews are done by our Board members. The Board itself has a budget, much of it being used to cover expenses incurred as we are an extremely large landmass and meetings are held centrally in Fort Vermilion. Our Board budget is extremely reasonable, and it is supplemented with many hours of volunteer time by the members. We have three, two and one year terms for Board Members. Our Board structure is set for regional representation as well as staggered terms to ensure that all communities and interests are addressed, and that the Board has the continuity to be effective and efficient. All board members are appointed by Mackenzie County Council.

In order to offer a higher level of services to our patrons and link our libraries together the Mackenzie County Library Consortium was formed in the fall of 2013. It eliminates jurisdictional issues of resident or non-resident, links our libraries together, adds availability of our electronic service suite to patrons, interlibrary loans between our libraries as well as additional regional events, programs and partnerships.



## *Message from Board Chair*

The Mackenzie County Library Board is a dedicated group of people working to foster excellent library services within the region, and it has been an honor & a privilege to serve as Chair for the past number of years.

Working closely with our Societies, we oversee three full-service libraries, one satellite location, and a partnership with the Town of High Level Library, providing services in all areas of Mackenzie County.

Our libraries are as unique and diverse as the communities they serve, from the "Real Men Read" programs in Zama, to the cultural programs in Fort Vermilion & the extensive children's and senior's programs in La Crete. Our electronic and sharing services through the Mackenzie County Library Consortium provide all residents and patrons with access to the entire collection and so much more. Strong, vibrant libraries reflect strong, vibrant communities and our libraries stand as centerpieces in our communities that we can be very proud of!

*Beth Kappelar*

Chairperson, Mackenzie County Library Board

## *Message from Mackenzie County Reeve*

There really is nothing like sitting down with a physical book in your hand, a cozy blanket and a coffee. The Mackenzie County Library Board offers a large range of books from children's fantasy to informational books about most anything. You have the opportunity to research what interests you to attaining the knowledge needed for a job, new ideas or simply get lost in a wonderful story escaping the hustle and bustle of everyday life.

The hard work that the Mackenzie County Library Board, local Societies, volunteers and patrons do is outstanding! It takes a strong, dedicated group of people to keep library's going in a world full of technology. They would without a doubt NOT be possible if it wasn't for the individual passion that is transformed into strong group full of determination and effort to make these wonderful facilities a reality that we all enjoy today.

*Josh Knelsen*

Reeve, Mackenzie County

# ● 1. COLLECTION DEVELOPMENT

Collection health in our libraries is a critical part of successful library services. Patrons wish to have a varied, up to date collection across multiple genres and our libraries will deliver that experience. In-house collections are critical in order to provide options and ensure walk-in traffic finds something that interests them. Space restrictions, local culture sensitivities and budgetary concerns are all important factors. The continued use and increased promotion of regional inter-library loaning to maximize patron experience.

## OBJECTIVES / ACTIONS:

Ongoing patron Input on Collection Development and materials and services they wish to see in the Library.	Material Wish lists will be available at library – foster patron input on collection development
Enhance our Vision impaired collection – large print, audio, electronic etc.	Create system for increased communication between Librarians to share wish lists, patron requests
Continued in-house collection development across all media forms and genres. Including non-traditional collections i.e.: cakepans, video games, puzzles, games, etc.	Create policy for special collections, such as vision impaired.
Continue to designate budget allocation parameters for collection development – audio/visual and print	Work together with Librarians on collection development for reduction of duplication and maximum benefit to patrons
Support our Local authors collection development – add this to local readings and signing events	Due to space and community sensitivity, special collections may be hosted in one library and available through ILL to all patrons.
Share travelling feature collections between libraries	Promotion and increased supporting for our ILL Regional system – increase patron experience and reduce duplication, maximize collection budget
Foster shared specialty collections in our libraries (outside the traditional box) depending upon community need and wishes: such as cake pans, video games, board games, seeds, tools	Investigate opportunities how our libraries can better support home school students and families
Keep our website fresh and usable with links to all virtual spaces	Partner with all schools for the development of school yearbook collections
Research options that are easy to use, fit within our budget and add to our Online collection of services, such as magazines and audiobooks	Keep our Library Social Media fresh and continue with collection features
Promotion of the virtual library options to all patrons	Continued virtual collection development across all media forms and genres.



**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- Strive to keep collection fresh
- Regional travelling collections
- Promote, educate and assist patrons on regional ILL's
- Video game collections
- Online magazine collections
- Online audio collections
- Online instruction
- Teen, magna, graphic novels
- Non-book collections – such as puzzles, games
- Vision impaired collections – audio, large print
- Display literary events
- Celebrate local / Canadian / Alberta authors
- Diverse collections
- Local school year books and history books
- Shelving layout in order to find materials and support movement within libraries
- Magazine selections
- Special collections – cake pans, local history, aboriginal, culture
- Genealogy
- Homeschool supports
- Information and entertainment
- Importance of New and bestsellers
- Full series available
- More history and culture in collection and spaces
- Promote ILL to all
- Size of collection – need to find on shelf, hold in hands
- Local history
- Local authors
- All ages, all demographics
- Think outside the norm

### **SUCCESS MEASURES:**

- ✓ Increase regional circulation numbers by 5% year over year
- ✓ Patron satisfaction on collection with the next patron survey 4 stars or over (out of 5)
- ✓ Material & Collection 'Wish Lists' will be available at each library to engage patron involvement in collection development
- ✓ Wish list purchase rate minimum of 80% of the time
- ✓ Populate digital magazine collection
- ✓ Populate online audio collection
- ✓ Increased patron knowledge on ILL System, wish list availability on next survey
- ✓ System implemented for Librarians to greater communicate and share between libraries

## ● 2. STAFF / VOLUNTEER TRAINING

Our staff and volunteers are critical in providing exceptional local and regional library services. We want to see every patron contact with library staff be a positive experience, full of knowledge and one of the reasons our patrons come back again and again. Offering training and networking opportunities is critical in building confidence, team atmosphere and success within our regional team.

### OBJECTIVES / ACTIONS:

Annual board / society / staff development workshop	MCLB continue to support, by grant, attendance at the Grande Prairie Library conference by society members and staff
Provide yearly training or update course on online services	Support volunteerism at the annual salmon grill and other events held by the libraries
Communication between libraries – to share ideas, patron satisfaction	Investigate available webinars, podcasts or other for customer service improvements
Have our societies / librarians develop different training and promotion initiatives and share with the team. MCLB provide financial compensation for actions	Knowledge of services offered and how to use. All team members must be knowledgeable - librarians, volunteers, society members and board members
Incorporate learning center (speed learning) at the workshop and/or event at library for patrons	Research Library Card use flexibility such scannable photo on phone, keychain cards
Research patron renewal options to increase ease of renewal	Research payment options for renewals, fines, donations – email or point of sale options
Celebrate and acknowledge Volunteer support	Investigate programs, apps for ease of library promotion such as CanVa, LibraryAware
Additional training and system education with High level and Blue Hills staff	MCLB to Review fines and loan period policies
Create a virtual space where our Library team can network, ask questions, share experience	MCLB continue to support regional programing initiatives, by grant or operation – expanding the experience of our Societies and Librarians in event partnership, coordination and planning.
MCLB to continue to offer regional print materials for staff and patron use within the libraries and at library events	Volunteer recruitment within the community – volunteer program within the library

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- Interlibrary loaning
- Approachability
- Online services knowledge
- Discretion & privacy
- Efficiency issuing library cards
- Better promotion
- Customer service
- Knowledge of library
- Knowledge of MCLC
- Promotion of website and social media
- Blue Hills sub-location, additional training
- Outreach training
- Welcoming spaces
- Welcoming atmosphere
- Commitment by all libraries to the MCLC System
- Book and resource sharing
- Information sharing between librarians
- Card use flexibility – phone, look up
- Sensitive to community needs
- Helpful staff
- Positive Interaction with staff
- Welcoming staff
- Better (more) payment options
- Training on social media and web
- Want to leave library with a smile!
- Positive experience
- signage for services
- knowledge of services

### **SUCCESS MEASURES:**

- ✓ Positive results on Patron satisfaction survey around staff experiences
- ✓ All Societies, Staff and Board attendance at the yearly workshop
- ✓ All Societies and Staff are represented and attend the Annual Grande Prairie Conference
- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ Increased staff knowledge of digital collections resulting in greater patron usage
- ✓ Increased patron knowledge on ILL System, wish list availability on next survey
- ✓ System implemented for Librarians to greater communicate and share between libraries
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ Enhanced volunteer tracking system within the libraries

## ● 3. PARTNERSHIPS, SERVICES & OUTREACH

Our libraries are dynamic places and are so much more than books! Our library team strive to continue to grow our importance to our communities and much of this is with the partnerships we foster, the programs and events that are offered, the outreach initiatives that we are successful in providing. To raise the awareness and recognition that successful libraries are part of a larger community. We will continue to partner and foster new connections with various local organizations, surrounding communities and cultural groups to broaden the exposure and success of library services.

### OBJECTIVES / ACTIONS:

Signed and enhanced Partnership agreement with High Level Municipal Library Board	Expand partnerships with surrounding communities
Expanded use of Travelling special collections between our Libraries	Continue to enhance the Senior / Shut-in outreach program and partnership in La Crete
Continue to foster the Upper Hay School (Meander River) partnership with Zama and Library	Develop and initiate a Senior / Shut-in Outreach program Fort Vermilion
MCLB continue to support regional programming initiatives, by grant or operation – expanding the experience of our Societies and Librarians in event partnership, coordination and planning.	Continue to partner with community groups and individuals on the Children’s Story events
Enhanced promotion of local and regional events across all medias, using the most cost-effective methods	Create a program for generational story telling and capture the footage.
Successful community Little Free Library Program	Partner with local museums on local history and culture displays
Partnerships to provide services – staffing, technology and programming	Research Library Card use flexibility such scannable photo on phone, keychain cards
Increased volunteerism and fundraising initiatives	Research payment options for renewals, fines, donations – email or point of sale options
Create one new partnership a year that enhances library services	Continue to promote Libraries at local events such as GTKYN’s / job fairs / trade shows
Build partnerships to put on events – reading programs, FVSD, other non-profits, traveling exhibits, ag fair, author tours	Review the relationship and expectations from and with the Fort Vermilion Library Society, regarding Library Operation, building and spaces
Investigate opportunities how our libraries can better support home school students and families	Have our libraries work together in a greater capacity to enhance our library services.
Partner with all schools for the development of school yearbook collections	Listing of all regional non-profits / organizations and brainstorming on what type of partnerships could be developed with each

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- An area to present programming
- Addition to the La Crete Library
- Blue Hills sub-location
- Improve accessibility, hours of service, building access
- Interac, email transfer – options other than cash
- Two-way partnership with High Level Library
- More partnership for events
- Search for partnership for staffing or volunteers – programs (parent link, FCSS, readers, etc.)
- Promotion of MCLC services
- Celebrate local / Canadian / Alberta authors
- Photocopying, faxing, scanning,
- Review policy on lending times and fees
- Local history capture – recording of stories from elders / seniors
- Inhouse tech like computers, printers, photocopy, fax, scanner
- Photo transfers – scanning from photos, slides, video transfer
- Art/ Craft nights – additional partnering with locals at cost or for fundraising
- Programs for younger children
- Family – all ages programming
- History nights
- Free little libraries
- Outreach programs – ideas?
- Interlibrary loans
- Craft programs
- Days with childcare so moms can browse – or partner with groups to assist
- Promote our Zama Button making for other events and fundraising
- Ability to try new things
- BBQ's & events
- Trade shows, GTKYN's and Ratepayer mtgs.
- Provincial access to loans - NODE
- Salmon grill and other events
- Additional Online services
- Promote the free music
- Online magazines
- Music, eBooks, audio
- Food for fines / or other programs to eliminate fines
- Senior / Elder story telling
- Goodreads promotion and use for local reviews
- Local area research
- Partnerships with the 1<sup>st</sup> Nations
- Partnerships with Metis Region
- Partnerships with the schools
- Partnerships with the senior's centers
- Shut in services
- Book mobile
- Exam proctoring
- Local History partnership with museums for adding culture to libraries
- Book and resource sharing
- Regional programming
- Travelling programing and events
- Activities to get people in the door
- Reading groups
- Learning workshops
- New programs
- Regional programs

### **SUCCESS MEASURES:**

- ✓ One new partnership developed per year per library
- ✓ Operating Fundraising increased by 5% overall by end of Plan of Service term
- ✓ Enhanced system for capturing attendance at all events, reported yearly
- ✓ Readiness for NODE discussion and application at end of Plan of Service term
- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ Enhanced volunteer tracking system within the libraries

## ● 4. PHYSICAL & VIRTUAL SPACES

Our bones of our physical spaces are incredible! We strive to provide a welcoming environment physically and virtually for all our patrons to interact with and enjoy. We have three centrally located brick and mortar buildings in all our communities and a new lease space in Blue Hills. Two of the three building are owned by the Municipality with the third being owned by a non-profit Society. With these strong Community Hubs, we will continue to strive to enhance the interior, exterior, the atmosphere and the spaces themselves.

Our physical spaces, which includes them in their entirety, included off-site spaces such as book mobiles, events and programming... must be pleasing to our patrons and the public in the realms of sight, sound, smell and the ‘feel’ of our spaces.

We will continue to enhance our Virtual spaces, being social media, website and service suites, keeping in mind budgetary concerns and our challenges with connectivity across the region.

### OBJECTIVES / ACTIONS:

Physical Spaces	
Clean and well maintained, ensure scents used are pleasant and hypo-allergenic or scentless	Inviting spaces and comfy with functional well-maintained furniture
Where appropriate use sunlight lamps and/or lighting – counters SADD	History, Culture and Art promoted in the spaces
Spaces include all spaces within the library.... Entrances, grounds, washrooms, storage, main spaces, staff areas. All must be clean, organized, pleasing and well maintained	Engage with a review with Society and Community regarding the ownership status of the Fort Vermilion Library Building to ensure the long-term community benefit and building use as it was intended.
Trade show, GTKYN and other display spaces are pleasing, easy to navigate, understand and are professional	Off-site spaces such as book mobiles, outreach, programming and events are also professional and pleasing in nature
Changing up of displays – keep fresh. Signage and internal promotion to enhance patron experience	Shelving layout in order to support movement within libraries and best use of space
Spaces for shared / travelling collections to enhance experiences	Cozy, quiet spaces to enjoy by patrons wishing that type of experience
Areas where families and children can enjoy	Programming space inhouse or by partnerships
Gathering space for locals and to foster communication	Areas to promote work – not just schoolwork, but workable for business as well.
If individual demographics cannot always be accommodated, set times and events that target – i.e.: families, adults only, quiet times, engagement and communicating	Operating Agreements updated to include all spaces – i.e.: Blue Hills
Virtual	

Ease of use (navigation)	Website maintenance – fresh and easy to navigate
Wi-Fi and computers in library to access	Social Media – current, fresh and engaging
Facebook advertising – as that was the #1-way patrons stated that they engage	Virtual services – ease of use, training and/or information provided, keeping in mind internet restrictions
Investigate the ability to ‘lend’ electronic devices with access to virtual collections, possibly preloaded – tablets, e-readers, mp3/iPod.	Connection between our librarians, societies and board – virtual communication

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- An area to present programming
- Addition to the La Crete Library
- Ownership of our library facilities
- Operating agreements updated with space enhancements
- Blue Hills sub-location included
- Coffee/Tea/Refreshment area
- Good lighting for reading
- Shelving and library layout that provide best use of space,
- Furniture - ease of patron movement and pleasing to the eye
- Wi-Fi in all areas
- Safe space
- Ease of ILL
- Cozy spaces
- Wonderful place to visit
- Quiet spaces
- More history and culture
- Welcoming space and atmosphere
- Research spaces
- Community hub
- Engaging website – info, easy to use
- Social media interaction – quality & quantity of engaging posts
- Facebook advertising – post boosts
- Library signage – engaging
- Bright and clean
- Cleanliness of spaces
- Welcoming staff
- Gathering space for events
- Gathering space for locals to visit
- Smell – either no smell or at least not like an institution
- Clean and welcoming spaces
- Lighting – welcoming, comfort and good to read by, sunlight lamps
- Professional and engaging
- Comfy furniture
- Best use of space
- Bathrooms – décor and clean

### SUCCESS MEASURES:

- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ Patron satisfaction of 90% or higher on space questions on next survey
- ✓ Society / Staff - full review of spaces on all libraries completed by end of 2022
- ✓ Increased metrics on all social media platforms – 5% year over year
- ✓ Increased patron usage of all virtual programs and services – 5% year over year

## ● 5. DEMOGRAPHICS TARGETING

Libraries are not just books! Libraries have continued to enhance the traditional book lending model and are tuned into what the community requires or wishes for. The management style that the MCLB uses with the local Societies being involved in the day to day operation continues to assist with the success on being true Community Hubs. The demographic target groups as are the libraries themselves across the region are similar but at the same time vary between libraries as the communities are very different in certain ways.

We have high-use groups and we have groups that haven't been in the library in years. With our engagement this year we really tried to gain insight from our communities' non-patrons, to see why they aren't a library user. What we found interesting is that they support the libraries with events and fundraising, agree that the community would be at a loss without the library, but do not actually use the library regularly. Below you will find some of the areas that we see the need to address whether that be a specific target group or promotional initiative. This entire goal area needs more unpacking at and within all our levels of library service to identify barriers that may exist, create targeted initiatives and ensure future success and increased patronage and community and regional support.

### OBJECTIVES / ACTIONS:

<b>Some of the potential target demographics for creation and development of innovative promotions and initiatives are as follows: (may vary between communities)</b>	
Home Bodies (definition: a person who prefers pleasures and activities that center around the home; stay-at-home).	Busy People – many of the responses were 'too busy' to go to the library
19-25 Age Group – specifically males	Single Parents
New Parents	People new to the Communities
Seniors and Shut-ins	Non-Readers
Non-Patrons	Patrons that have not renewed membership
<b>Ideas to start the creative thoughts around development of initiatives and promotions:</b>	
Not Just Books promotion	Real Men Read promotion – expansion from Zama to other libraries
To Busy... We Got You! promotion	From the Comfort of Your Home promotion
Seniors and outreach program – expansion from La Crete to other libraries	Childcare in the library during programs, times for new or single parents to enjoy the library.
Seniors time in the library – quieter, less hectic, story telling, interaction, tea, partner with seniors bussing service. (Fort Vermilion / La Crete)	Partnership with children's programs in the community – offer targeted library time to parents
Increase and enhance non-traditional collections	No Time No Problem... Order books – all bagged up and ready for pick up
Crafter Promotion – all ages and demographics	New parents – expand shut in program
Promotion local history, authors and culture	Payments – accept email money or point of sale, to pay fines and fees, access to cash an issue



Programming – partnerships	Electronic services promotion – too busy, not just books
Promote electronic services – create a promotion to access services – too busy, homebody, not just books	Expand Electronic Services – magazines and audio – possibly graphic
Wi-Fi / gaming / electronics – not just books, and that target 19-25 age group	Supporting local non-profits and non-traditional lending – museum, ski trail, gym passes
Fines repayment programs – Food for Fines, Paws for Penalties and/or similar	

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- Increase volunteerism
- What can the library do for you if you are too busy – target survey question
- Target 19-25 age group
- Target singles and parents
- Target Non-patrons
- Target Homebody’s
- Every couple of month users
- Look at borrowing policies – length of lending, fees and fines
- Patrons who owe fines
- Patrons that have not renewed membership
- Virtual only patrons
- Target singles and adults without children
- Continue to promote, engage and enhance senior programming
- Seniors only time at the library!
- Ongoing targeting of hard to reach or absent demographics
- Kid spaces as well as adult spaces
- Overcome – libraries are for kids’ stigma
- Childcare opportunities while browsing – target program
- Target fines – get people back in the library – food for fines

**SUCCESS MEASURES:**

- ✓ Report on 1<sup>st</sup> time memberships per year – increase 5% year over year
- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ Patron satisfaction of 90% or higher on physical / virtual space questions on next survey
- ✓ Increased metrics on all social media platforms – 5% year over year
- ✓ Increased patron usage of all virtual programs and services – 5% year over year
- ✓ One new regional or community promotion or initiative launched per year.

## ● 6. FINANCIAL WELL-BEING & REVENUE

Our libraries need to be financially resilient. Financial challenges are all around us, especially when depending upon multiple levels of public funding. We need to address self-generating our own sources of revenue for greater sustainability and security in continued operations and growth with Library Services. Continued requirement to have a strong transparent financial system, as the trust of our funding partners, patrons, sponsors and ratepayers is paramount.

### OBJECTIVES / ACTIONS:

Target operational fundraising budget parameters	Continue with targeting budget parameters in staffing, collection development
Strengthen budgeting and financial reporting requirements of Libraries	Investigate new self-generated revenue avenues and options for all libraries
Enhance and promote ILL and traveling collections to reduce duplication and increase patron experience	Include self-generated and fundraised revenue more within MCLB reporting to Province and Municipality to highlight community support levels
Regional fundraising initiatives	Local Library fundraising and sponsorship initiatives – for operating and capital initiatives
Ensure hours of service at Libraries are adequate and meet the needs of the patrons while being within a sustainable budget	Implement a fine in lieu program i.e.: Food for Fines, Paws for Penalties
Review building budget with Fort Vermilion Library Society, to ensure that operational funding is not being transferred to building.	Review insurance policies and costs, and discuss options with insurer
Review membership fees for all libraries	Review fees and fines policies for all libraries
Review staff compensation for all libraries	Increase fine collections by 25% overall
Investigate partnerships for program staff for Fort Vermilion Library	Investigate partnerships for outreach staff /programs at Fort Vermilion & La Crete Libraries
Membership drives within the community	Develop and implement an annual timeline for Societies fiscal reporting requirements
Investigate regional approach to year end accounting for all libraries – contract services.	Continue to support and recognize our volunteers within our libraries.
Develop a volunteer program within each library to make the best possible use of the hours donated	Every program offered should be paired with a membership drive / opportunity to become a member
Expanded payment options such as email or Point of Sale	Fundraising partnerships with other community organizations

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- Sustainable budgets
- Able to survive and thrive without provincial or municipal funding increases
- Transparency
- An area to present programming
- Fee schedule – fines and repairs, lost items
- Increased fine collection
- Exam proctoring
- Photocopying, faxing, scanning, emailing
- Maximizing grant programs
- Maximizing partnerships
- Membership fees
- Fees for service
- Fundraising ideas
- Sponsorship program development
- Regional fundraising campaign – large scale raffle or initiative
- Regional programming and sharing
- Partnership regarding staff costs
- Contracts – photocopying etc.
- Addition to the La Crete Library for space rentals
- Rental space in Fort Library promoted
- Self generated funding
- Event and programming charges
- More history and culture
- Button Program sales – Zama Library
- Craft nights – additional partnering with locals with fee attached
- History nights
- MCLB partner program for fine collection
- Art nights – partnership with fees attached

### **SUCCESS MEASURES:**

- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ Society / Staff - full review of spaces on all libraries completed by end of 2022
- ✓ Operating Fundraising increased by 5% overall by end of Plan of Service term
- ✓ Overall self-generated revenue increased by 10% by end of Plan of Service term
- ✓ Additional payment options available at the libraries
- ✓ Regional review of library staff pay grids and compensation
- ✓ Enhanced system for capturing attendance at all events, reported yearly
- ✓ Enhanced volunteer tracking system within the libraries
- ✓ Ensure our libraries have budgeted for a carry-forward at year end to operate until end of March of the following year.
- ✓ MCLB discuss and possibly set budget parameter for a small emergency component within annual budgets for unforeseen and emergency expenditures that may arise

## ● 7. COMMUNICATION & PROMOTION

To ensure and enhance public and patron awareness of our amazing libraries, whether that be in the physical or virtual space, as well as the services and programs that we offer across the Region! This goal also surrounds the internal communications within and between our library team members.

### OBJECTIVES / ACTIONS:

All Social media platforms either MCLB or individual libraries (Facebook, Instagram) – keep current, fresh and engaging	Websites either MCLB or individual libraries – keep current, fresh and engaging. If not current, considering removing the individual presence and utilize other media such as Facebook or MCLB website.
Use of pre-scheduled posts on Facebook to keep content current	Target promotions – for specific demographic groups or initiatives
Develop and Create regional promotional initiatives such as ‘Why buy when you can borrow’; ‘Don’t read, no problem’; ‘Real Men Read’	Value of library services to patrons – calculator online – LC prints out total on receipts – possible implementation in all libraries
Engage local photographers to volunteer / trade promotion, event attendance or services to gain updated photos of spaces and events.	MCLB increase grant initiatives to Libraries to develop, create and operate regional promotional programs, initiatives and campaigns.
Have all libraries utilize Canva.com – free service – poster making online program	Research LibraryAware program
Increase communication between librarians	Increase communication between societies
Increase community and regional signage and promotion to increase awareness of library services and locations	Increase Inhouse signage to enhance the patron experience
Create a virtual space where our Library team can network, ask questions, share experience	MCLB to continue to offer regional print materials for staff and patron use within the libraries and at library events
Review the opportunity to have a standing advertisement in the Mackenzie County section of the Echo/Pioneer	Look at setting up MCLB Goodreads account and promoting patron book reviews and engagement
MCLB continue to support libraries with Mackenzie Frontier Tourist Association Memberships	Partner with the Zama Library to create a regional ‘Button Campaign’
Review option for Facebook paid advertising for events, programs and awareness	Continue to promote Libraries at local events such as GTKYN’s / job fairs / trade shows

**Feedback/Input areas:** These comments are taken directly from the surveys, input and conversations. Offers context of objectives and actions. Provides additional information to our Librarian and Societies in order to meet the objectives and strive for growth in our Libraries.

- Celebrate local / Canadian / Alberta authors
- More promotional posters and signage inside and outside of the libraries
- Signage within the communities supporting our libraries
- Continue to attend events promoting library services
- Put together a 'booth' package that our libraries and the MCLB can use for promotion
- Social media promotion
- Electronic services promotion
- Mackenzie Frontier Tourism memberships
- Free Little Libraries in the communities
- Geo-caching sites outside our libraries
- Card flexibility – phone, look up etc.
- Email blast out
- Newsletters
- Bulletin boards around community
- Posters in other public spaces around communities
- Why buy when you can borrow!
- Value of library use
- Library wish lists, input into ordering
- Don't read, no problem, we got you.
- Societies strategy sessions on goals - yearly
- Ongoing opportunities to get everyone together – societies, board, staff, volunteers
- Increase patron memberships
- Successful fundraising
- MCLB enhanced grant / contract funding to libraries who develop and facilitate campaigns or regional promotions
- Positive engagement

### **SUCCESS MEASURES:**

- ✓ Increase patron membership by 5% by end of Plan of Service term
- ✓ On next survey 4+ stars on how important the library is to you and the community
- ✓ System implemented for Librarians to greater communicate and share between libraries
- ✓ Successful rollout of Free Little Libraries Program partnership
- ✓ Continued Library membership in Mackenzie Frontier Tourist Association
- ✓ MCLB created policy on funding program for advocacy, promotional campaigns
- ✓ Enhanced signage at all our libraries and within the communities
- ✓ Increased metrics on all social media platforms – 5% year over year
- ✓ Increased patron usage of all virtual programs and services – 5% year over year
- ✓ One new regional or community promotion or initiative launched per year.
- ✓ Updated photos available and in use within our virtual spaces of our libraries and events

## ● 8. REGIONAL LIBRARIAN

---

The MCLB has been urged in the past by Municipal Affairs Library Division that once the County Population reaches 10,000 a Regional Librarian Position must be considered.

The MCLB has struggled with this Regional Librarian scenario for many reasons and has again decided that within this 5-year strategic plan that the MCLB will continue to operate as we are without a Regional Librarian Position.

### *Rational:*

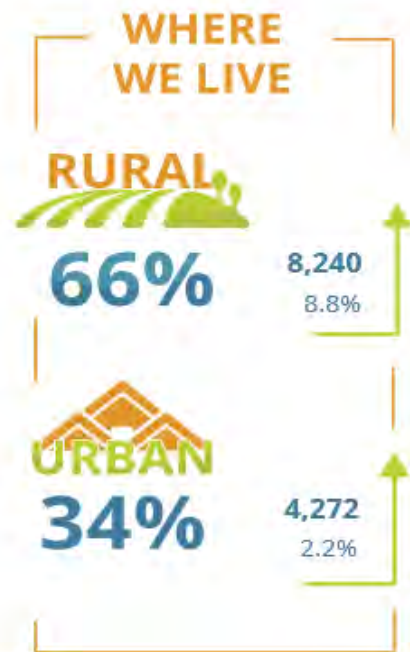
- While our County population exceeds the 10,000; our individual communities are far from that population threshold
- Our library patrons have grown to approximately 40% of total county population, which shows the program we have now is working and supported by the residents and patrons.
- Our total budget is around \$300,000 which includes non-cash County paid utility and building overhead costs at 2 out of 3 of our libraries. The MCLB has a limited budget to operate three libraries, our new add-on service point, fund the neighboring partnership as well as our electronic and regional services as well as the Board. Without a large increase in funding or a serious decrease in services our ability to hire and retain a Regional Librarian is virtually impossible.
- Our partnership with the three local Societies and their long-standing history of providing service to the communities is not without challenges; overall is viable and working well to allow the diversity and individuality of our libraries while being responsive to their communities.
- The Mackenzie County Library Board is a group of working appointed Board members who do much of what a Regional Librarian would do. Examples of this is the management of the regional electronic suite of services and our social media and virtual space presence, financial oversight, regional programming initiatives, and the development of our required Plans, budgets, reporting requirements and policy development and reviews.
- Our patron satisfaction survey showed that our libraries received a 4.4 Star rating and that 88% of respondents would miss the library if it was gone, this also shows that what we are doing is working and as long as we continue to adapt and grow, cultivate a strong team and foster partnerships, the model we have is working in our Region.
- We have dedicated staff in all libraries, and a strong volunteer base that is working well for the local delivery of library services.
- Our three libraries are very different demographically and the grass roots hands on approach of the local Societies works extremely well to keep in tune with the different community needs.
- The distance between communities leads to extreme difficulty in providing one regional staff the opportunity to adequately operate the libraries effectively. Our Region covers 80,000 square kilometers and with 258 kms between Zama City and La Crete, and some of that being gravel road, it would be a challenge to do what we do as a team with one person.



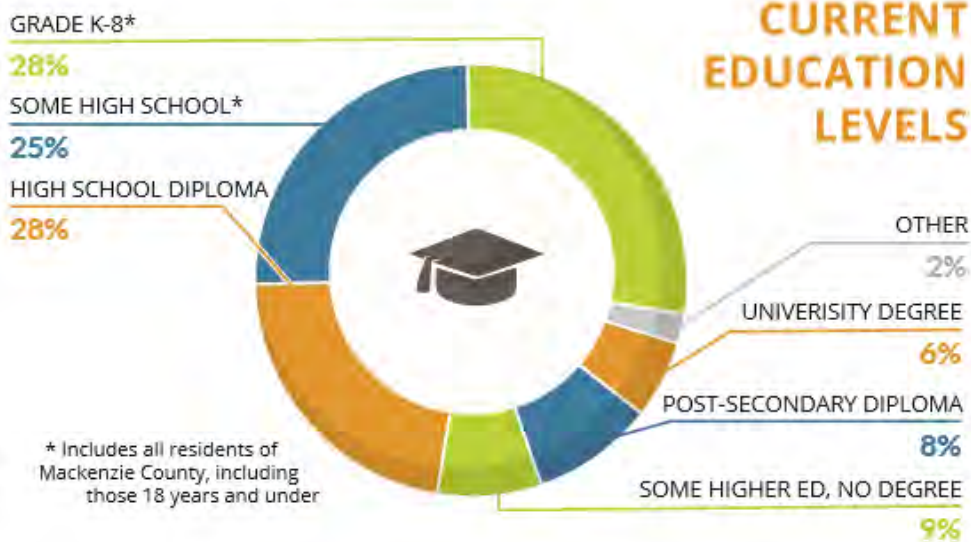


# • ADDITIONAL INFORMATION ON REGION

## HOMES & HOUSEHOLDS



THIS DATA REPRESENTS A SUMMARY OF THE MACKENZIE COUNTY MUNICIPAL CENSUS THAT WAS CONDUCTED IN 2018

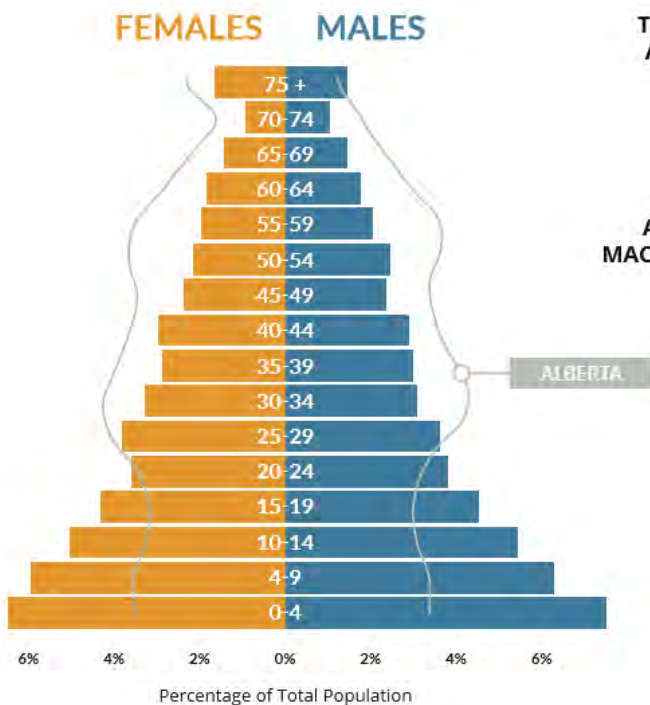


**2.1%**  
ANNUAL GROWTH RATE

6,131 FEMALES  
**49%**

6,381 MALES  
**51%**

**THE POPULATION OF MACKENZIE COUNTY IS YOUNG AND GROWING**



THE NATIONAL AVERAGE AGE

**41**

AVERAGE AGE IN MACKENZIE COUNTY

**28.1**

DOWN 0.5 YEARS FROM 2016 FEDERAL CENSUS IN MACKENZIE COUNTY

CANADA'S HIGHEST SHARE OF CHILDREN

MACKENZIE COUNTY, ALBERTA

**35.7%**



\* in relation to the 2018 Mackenzie County Municipal census and the 2016 Federal Census



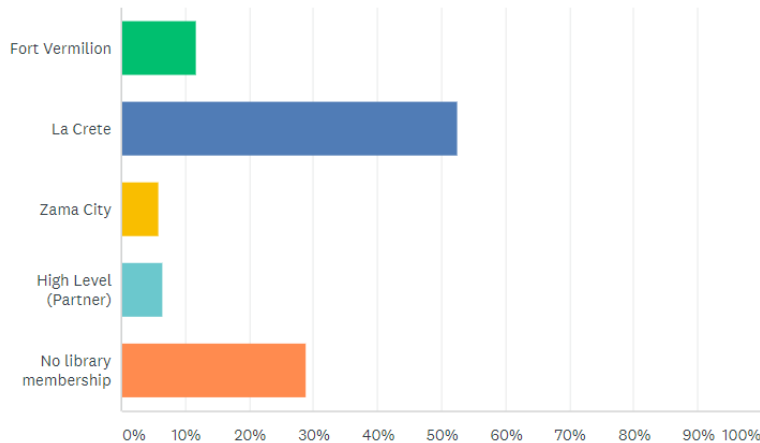
## ● HIGHLIGHTED SURVEY QUESTIONS

Our 20-question survey ran through 2019... we started just before the spring wildfires took over the region. We were able to get back in the groove in September. We received this survey feedback from just over 5% of the County's adult population. A few of the questions yielded some interesting findings

*This question was a surprise and we named a success as our target to gain non-patron survey completions was shown to work. We will be going through these responses to try and understand obstacles and challenges that we must face to gain this demographic as patrons.*

Are you a member at one or more of our member or partner Libraries?  
If so, please check all that apply.

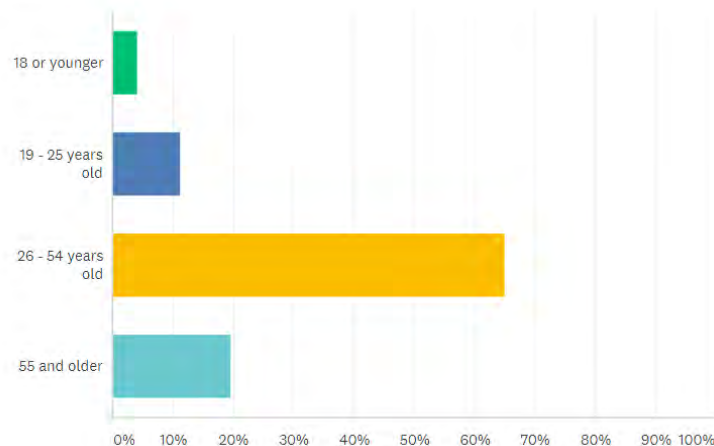
Answered: 519 Skipped: 0



*This question highlighted that some demographics that may be lacking in our patron base are the 19-25 and the 55 and over. 18 or younger is a high use group, but not survey completion.*

Tell us a little about yourself?

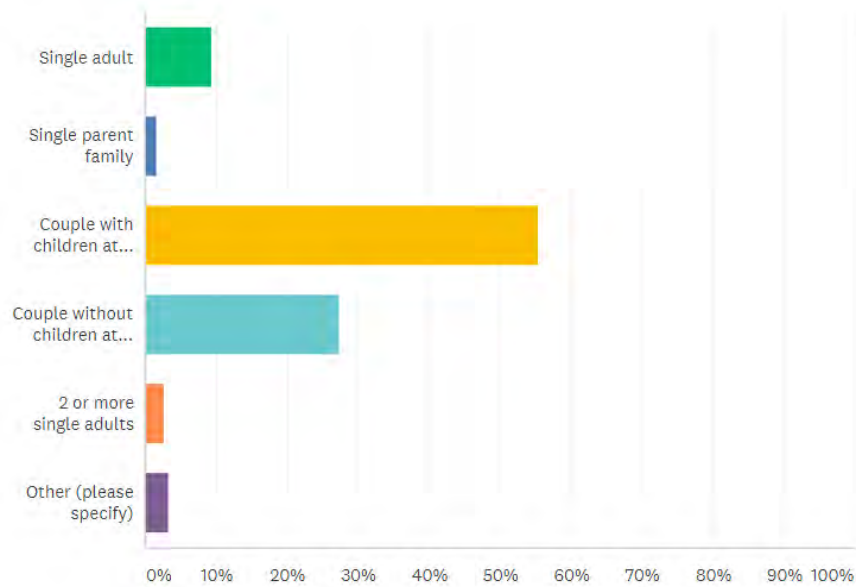
Answered: 511 Skipped: 8



*This question highlighted that again some demographics that may be lacking in our patron base are the single adults and single parent families.*

### Which of the following best describes your household?

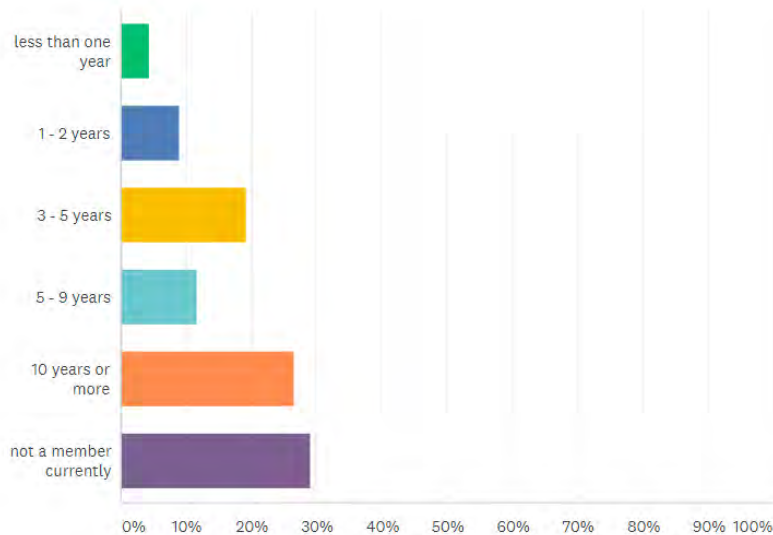
Answered: 516 Skipped: 3



*This question highlighted that we were able to attain input from non-patrons and could be a target group for the near future the benefits of library membership. And that a large majority of our patron base are long standing patron supporters of our libraries.*

### How long have you been a member at one or more of the Mackenzie County Libraries?

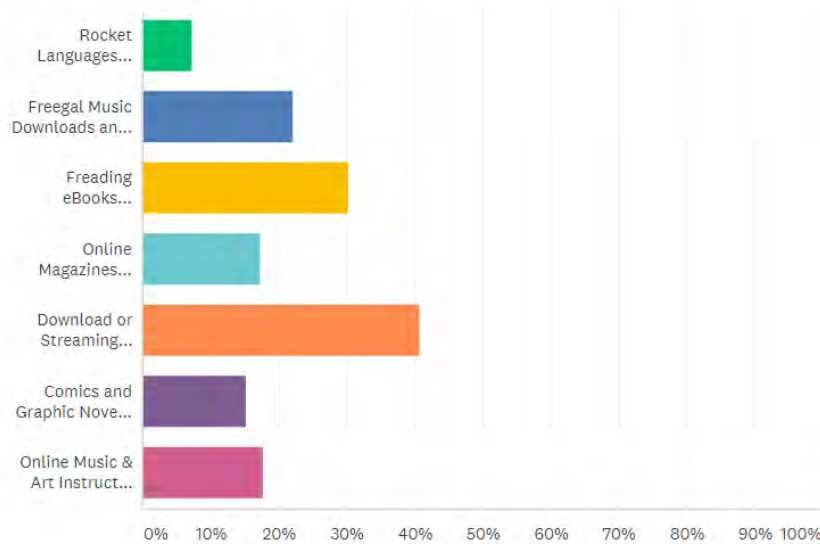
Answered: 512 Skipped: 7



*This question will help us guide the continuation of our electronic services and make decisions of what other services to add to the service suite based on budgetary availability.*

### Which Electronic Library services do you or would you use? (check all that apply)

Answered: 230 Skipped: 289



How important is the Library to you as a community service and / or a community hub? 5 Stars being very Important.

Answered: 455 Skipped: 64

4.4★

average rating



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
★	2.86% 13	2.20% 10	9.01% 41	24.18% 110	61.76% 281	455	4.40



# Mackenzie County Libraries

## La Crete ~ Fort Vermilion ~ Zama City

# Annual Report 2019



The library had 4,680 open hours in 2019!



5052 library cardholders - 40% of our population



39,019 people walked through our doors



In addition to social media and website visits



The library added 5,217 new items last year



Bringing the total in-house collections to 75,242 items



There were 2,619 music downloads + 316 eBooks



Contributing to a total of over 132,085 checkouts!



We lent our items to libraries within our Consortium 549 times



Our service is delivered by 12 dedicated staff and 98 volunteers



The library has 11 public computers



There were also 100's of connections to our WiFi



Our Funding comes from 71% Municipal 17% Provincial 11% Self-Generated



The library participated in 92 promotional events



Where 1330+ people heard our message



And 1487+ amazing volunteers hours

2017 Actuals	2018 Actuals	2019 Actuals	2020 Budget	%	
76,042.00	68,398.07	76,472.44	<b>77,642.70</b>		<i>Previous Operating Carry Forward</i>
228,000.00	228,000.00	228,000.00	<b>228,000.00</b>	<b>74%</b>	<b>Mackenzie County Operating Funding</b>
0.00	4,200.00	15,000.00	<b>15,000.00</b>	<b>5%</b>	*Blue Hills Library Funding
65,213.00	65,213.00	65,213.00	<b>65,213.00</b>	<b>21%</b>	Province of Alberta, Libraries Branch
2,565.35	132.32	41.56	<b>25.00</b>		Other Grants & Misc. Revenue
<b>295,778.35</b>	<b>297,545.32</b>	<b>308,254.56</b>	<b>308,238.00</b>		<b>Total Operating Revenue</b>
250.00	250.00	250.00	<b>250.00</b>	0%	Audit & Accounting
24,621.48	19,950.11	18,886.38	<b>22,000.00</b>	7%	Board Expenses (Honoraria & Travel)
189.00	189.00		<b>200.00</b>	0%	Access Copyright Agreement (license)
520.35	0.00	842.88	<b>600.00</b>	0%	Website
150.00	150.00	457.50	<b>150.00</b>	0%	Association Memberships
6.58	306.08	208.42	<b>400.00</b>	0%	Misc. Expenses & Office Expenses
12,746.20	3,453.34	1,682.45	<b>1,500.00</b>	0%	Regional Promo, Programming & Services
2,000.00	6,711.31	3,764.14	<b>8,000.00</b>	3%	Conference Travel Expenses (Library Grant)
13,230.00	3,703.00	5,061.00	<b>11,000.00</b>	4%	Electronic Regional Services
3,913.00	4,410.00	4,500.00	<b>4,500.00</b>	1%	Insignia Electronic System - Regional
0.00	0.00	0.00	<b>1,000.00</b>	0%	Development Workshop / Program
0.00	0.00	82.26	<b>800.00</b>	0%	Postage / Inter-library loan freight
0.00	11,408.11	0.00	<b>2,500.00</b>	1%	Regional Outreach Program
2,500.00	2,500.00	2,381.34	<b>1,500.00</b>	0%	Library Signage & Promotion
6,855.67	0.00	0.00	<b>1,000.00</b>	0%	Author Local Promotion Program
<b>66,982.28</b>	<b>53,030.95</b>	<b>307,084.30</b>	<b>57,400.00</b>		<b>Total Operating Expenses</b>
70,210.00	70,210.00	75,977.93	<b>72,000.00</b>	23%	Fort Vermilion Library
115,000.00	115,000.00	124,100.00	<b>125,000.00</b>	41%	La Crete Library
51,230.00	51,230.00	52,000.00	<b>52,000.00</b>	17%	Zama City Library
		16,890.00	<b>15,000.00</b>	5%	Blue Hills Sub-Library *Op to LCLS
0.00	0.00	0.00	<b>15,000.00</b>	5%	High Level Library (partnership agreement, some as MCLC funds for rural)
0.00	0.00	0.00	<b>8,000.00</b>	2%	Community Library Conditional Grants & Bursary
<b>236,440.00</b>	<b>236,440.00</b>	<b>268,967.93</b>	<b>285,000.00</b>		<b>Total Transfer Payments</b>
303,422.28	289,470.95	307,084.30	<b>342,400.00</b>		Total Expenditures
295,778.35	297,545.32	308,254.56	<b>308,238.00</b>		Revenue
-7,643.93	8,074.37	1,170.26	<b>-34,162.00</b>		Budget Difference (+/-)
68,398.07	76,472.44	77,642.70	<b>43,480.70</b>		Net Surplus (deficit)

**In Additional to 2019 dollars our libraries have added to their yearly operation budgets by fundraising and self generated Revenue in the amount of \$110,645.00 for the 2019 year. 2020 is budgeted for similar local and self-generating revenue within Library operating budgets.**

***\*this amount is only operational funding and does not include additional fundraised capital monies that are being saved for targeted projects.***

## *Approval of 2020-2025 Plan of Service*

Date of Approval: February 24, 2020 by Motion of the Board.

	Beth Kappelar	Chairperson
	Kayla Wardley	Vice-Chairperson
	Wally Schroeder	Secretary
	Lorraine Peters	Treasurer
	LaDawn Dachuk	Board Trustee
	Lisa Wardley	Board Trustee / County Representative
	Cameron Cardinal	Board Trustee / County Representative
	Tamie Mclean	Board Trustee
	Sandra Neufeld	Board Trustee





## High Level Area Update

### High Level Forest Area Wildfire Update | February 28, 2020

*Posted on Fri, Feb 28, 2020*



#### **WILDFIRE SEASON STARTS MARCH 1ST**

Starting March 1<sup>st</sup> fire permits are required for any type of burning in the Forest Protection Area. A fire permit is not required for a cooking or warming fire.

To request your fire permit call 780-926-5407. If any landowners still have smouldering winter burn sites please call for a permit.

#### **REVISIT WINTER BURN SITES**

Agriculture and Forestry is encouraging all landowners to go back and check their winter burns.

Fires lit in the winter can smoulder under the snow and emerge as a wildfire in the spring when conditions are warm and dry. Do your part to prevent wildfires by ensuring your winter burn piles are extinguished.

When checking your winter burns, spread around any remaining debris so you can probe the area for hotspots. Use your bare hand to feel for heat over the ash piles.

If you see smoke or feel heat, the fire is still burning. Douse any remaining hotspots with water and stir up the ashes. A fire is not out until there is absolutely no heat emanating from the ashes.

## PREVENT SPRING WILDFIRES



### HIGH LEVEL FOREST AREA WILDFIRE UPDATE | FEBRUARY 28, 2020

There are currently 2 active wildfires in the High Level Area all of which are Under Control (UC). [Click here](#) for a map of all fire locations and their status within the High Level Forest Area.

**Although the Chuckegg Creek wildfire is listed as Under Control (UC), this doesn't mean the operation is over. Firefighters have been monitoring the fire and are working to identify and extinguish hotspots and areas of ground fire within the fire perimeter.**

---

**Victoria Ostendorf | Wildfire Information Officer**

**High Level Forest Area**

**Phone: 780-841-9387**



**1-866-FYI-FIRE**

[victoria.ostendorf@gov.ab.ca](mailto:victoria.ostendorf@gov.ab.ca)

## Subscribe to High Level Area Updates

---

Email\*

Notification Frequency\*

Instant

[Subscribe](#)

## Access Alberta Wildfire Info

---

**Report Wildfires  
310-FIRE (3473)**

- [Alberta Wildfire on Facebook](#)
- [Alberta Wildfire on Twitter](#)
- [Alberta Wildfire on Instagram](#)
- [Alberta Wildfire App for Apple or Android](#)
- [Wildfire Reports](#)
- [Wildfire Status Map and Updates](#)

[Website Feedback](#) | [Contact](#)