




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**APRIL 28, 2021
10:00 AM**

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 28, 2021
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the April 13, 2021 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
DELEGATIONS:	4.	a) Wilde & Company Chartered Professional Accountants – 2020 Audited Financial Statements (10:00 a.m.) Refer to Agenda Item # 10. d)	
		b) Mr. Kirby - Grade 6 Class 10:15 a.m.	
		b) Maarten Braat – 11:45 a.m.	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) 2021 Road Improvements	25
		b) La Crete Signalization (Intersection Upgrade Traffic Lights 100 St & 94 Ave)	29
		c)	
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1215-21 Land Use Bylaw Amendment to Rezone Part of SE 35-105-15-W5M from Agricultural “A” to Rural Industrial Light “RIL”	31

GENERAL REPORTS:	7.	a)	Disaster Recovery (Standing Item)	Handout
		b)		
AGRICULTURE SERVICES:	8.	a)	None	
		b)		
COMMUNITY SERVICES:	9.	a)	Bylaw 1220-21 Fee Schedule Amendment (Campground and Waste Transfer Station Fees)	41
		b)	Hamlet Spring Garbage Pick-up	49
		c)		
FINANCE:	10.	a)	Bylaw 1221-21 2021 Tax Rate	51
		b)	2021 Minimum Tax - Bistcho Cabins, Grazing Leases, Farmland Development Leases	58
		c)	Bylaw 1217-21 – Local Improvement Tax, 101 Ave Asphalt	71
		d)	2020 Audited Financial Statements	79
		e)	Expense Claims – Councillors	107
		f)	Expense Claims – Members at Large	109
		g)	Cheque Registers – April 10 – April 23, 2021	111
		h)		
OPERATIONS:	11.	a)	None	
		b)		
UTILITIES:	12.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	13.	a)	Bylaw 1222-21 Off-Site Levy Bylaw – La Crete North Storm Water Management	113
		b)	La Crete Transportation Network Analysis	135

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|--------------------------------------|-----|----|---|-----|
| | | c) | Mackenzie County Flood Mitigation-Engineering Services Procurement | 139 |
| | | d) | | |
| ADMINISTRATION: | 14. | a) | Caribou Update (standing item) | |
| | | b) | | |
| | | c) | | |
| COUNCIL COMMITTEE REPORTS: | 15. | a) | Council Committee Reports (verbal) | |
| | | b) | Community Services Committee Meeting Minutes | 143 |
| | | c) | Municipal Planning Commission Meeting Minutes | 149 |
| | | d) | | |
| INFORMATION / CORRESPONDENCE: | 16. | a) | Information/Correspondence | 169 |
| CLOSED MEETING: | | | <i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i> | |
| | 17. | a) | La Crete North Storm Project – Land Acquisition – Update s. 23, 24, 25) | |
| | | b) | Disaster Recovery Land Purchases (s. 23, 24, 25) | |
| NOTICE OF MOTION: | 18. | a) | | |
| NEXT MEETING DATES: | 19. | a) | Regular Council Meeting
May 11, 2021
10:00 a.m.
Fort Vermilion Council Chambers | |
| | | b) | Regular Council Meeting
May 26, 2021
10:00 a.m.
Fort Vermilion Council Chambers | |
| ADJOURNMENT: | 20. | a) | Adjournment | |



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Colleen Sarapuk, Administrative Officer
Title:	Minutes of the April 13, 2021 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 13, 2021, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the April 13, 2021 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, April 13, 2021
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve –virtual
Jacquie Bateman Councillor
Peter F. Braun Councillor - left at 4:30 p.m.
Cameron Cardinal Councillor - arrived at 10:04 a.m.
David Driedger Councillor
Eric Jorgensen Councillor - arrived at 10:04 a.m.
Anthony Peters Councillor - left at 5:15 p.m.
Ernest Peters Councillor
Lisa Wardley Councillor - virtual - left meeting at 6:08
p.m.

REGRETS:

ADMINISTRATION: Len Racher Chief Administrative Officer
Byron Peters Deputy Chief Administrative Officer
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
Jeff Simpson Director of Operations
Caitlin Smith Manager of Planning and Development
Fred Wiebe Director of Utilities
Grant Smith Agricultural Fieldman
Willie Schmidt Fleet Manager
Colleen Sarapuk Recording Secretary

ALSO PRESENT: Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on April 13, 2021 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 21-04-267 MOVED by Councillor Wardley

That the agenda be adopted with the following additions;

- 9.e) Hutch Lake Caretaker
- 14.b) Letter from Maarten Braat
- 14.c) 2020 Capital Budget Amendment

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

- 3. a) Minutes of the March 24, 2021 Regular Council Meeting**

MOTION 21-04-268

MOVED by Councillor Bateman

That the minutes of the March 24, 2021 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

- 3. b) Minutes of the April 7, 2021 Special Council Meeting**

MOTION 21-04-269

MOVED by Councillor Braun

That the minutes of the April 7, 2021 Special Council Meeting be adopted as amended

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

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

DELEGATIONS:

- 4. a) Rickie Rosenberger – 10:15 a.m.**

MOTION 21-04-270

MOVED by Councillor Cardinal

That the Rickie Rosenberger delegation be received for information.

CARRIED

**GENERAL
REPORTS:**

- 7. a) CAO & Director Reports**

MOTION 21-04-271 **MOVED** by Councillor Jorgensen

That the CAO & Director reports for March 2021 be received for information.

CARRIED

**GENERAL
REPORTS:**

7. b) Disaster Recovery and Mitigation Update

MOTION 21-04-272 **MOVED** by Councillor Jorgensen

That the Disaster Recovery and Mitigation update be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 10:52 a.m. and reconvened the meeting at 11:00 a.m.

Councillor Cardinal and Councillor Jorgensen left the meeting at 11:00 a.m.

TENDERS:

5. a) Caretaking – Buffalo Head Prairie Waste Transfer Station

MOTION 21-04-273 **MOVED** by Councillor Driedger

That the Caretaking – Buffalo Head Prairie Waste Transfer Station Tenders – Envelope 1 be opened.

CARRIED

Bidder	Qualifying Documents
Frank & Agatha Friesen	All qualifying documents

MOTION 21-04-274 **MOVED** by Councillor E. Peters

That the Caretaking – Buffalo Head Prairie Waste Transfer Station Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Bidder	Amount
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Frank & Agatha Friesen	\$1800/month
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MOTION 21-04-275 **MOVED** by Councillor A Peters

That the Caretaking – Buffalo Head Prairie Waste Transfer Station contract be awarded to the lowest qualified bidder, and that the operating budget be amended by \$3,200 with the funds coming from the General Operating Reserve.

CARRIED

TENDERS: **5. b) Caretaking – Fort Vermilion Waste Transfer Station**

MOTION 21-04-276 **MOVED** by Councillor A. Peters

That the Caretaking – Fort Vermilion Waste Transfer Station Tenders – Envelope 1 be opened.

CARRIED

Bidder	Qualifying Documents
Gertrude Derksen	All qualifying documents

MOTION 21-04-277 **MOVED** by Councillor Driedger

That the Caretaking – Fort Vermilion Waste Transfer Station Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Bidder	Amount
Gertrude Derksen	\$2,450/month

Councillor Cardinal and Councillor Jorgensen returned to the meeting at 11:25 a.m.

MOTION 21-04-278 **MOVED** by Councillor Bateman

That the bid for the Fort Vermilion Waste Transfer Station Caretaking be rejected due to budget.

CARRIED

MOTION 21-04-279 **MOVED** by Councillor Bateman

That the organizational chart be amended to include a part time summer staff employee for the Fort Vermilion Waste Transfer Station until September 2021, and the Caretaking contract be retendered after September.

CARRIED

MOTION 21-04-280 **MOVED** by Councillor Bateman

That the budget be amended by \$300 a month to include the part time summer staff with funding coming from the General Operating Reserve.

CARRIED

TENDERS: **5. c) 2021 Regravelling Program**

Councillor Bateman declared herself in conflict of interest and left the meeting.

MOTION 21-04-281 **MOVED** by Councillor E. Peters

That the 2021 Regravelling Program Tenders – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Knelsen Sand & Gravel	All qualifying Documents
Bateman Petroleum Sales	All qualifying Documents
1203288 AB Ltd	All qualifying Documents

MOTION 21-04-282 **MOVED** by Councillor Braun

That the 2021 Regravelling Program Tenders - Envelope 2 be opened for the qualified bidders.

CARRIED

	Knelsen Sand & Gravel	Bateman Petroleum Sales	1203288 A.B. Ltd
A	\$214,500	\$115,000	No Bid
B	\$134,890	No Bid	\$106,540
C-1	\$271,900	\$285,000	\$239,500

C-2	\$214,480	No Bid	No Bid
D	\$344,960	No Bid	No Bid
E-1	\$210,490	No Bid	No Bid
E-2	\$162,360	No Bid	No Bid
F	\$209,664	No Bid	No Bid
G	\$1,763,244	No Bid	No Bid

MOTION 21-04-283 **MOVED** by Councillor Jorgensen

That administration review the tenders and bring back later in the meeting.

CARRIED

Councillor Bateman rejoined the meeting.

Reeve Knelsen recessed the meeting at 11:56 a.m. and reconvened the meeting at 12:35 p.m.

TENDERS:

5. d) Crack Filling

MOTION 21-04-284 **MOVED** by Councillor Bateman

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

CARRIED

Bidder	Qualifying Documents
APLS	All qualifying documents
Crosslane Asphalt Maintenance Limited	All qualifying documents
Marshall Lines	All qualifying documents

MOTION 21-04-285 **MOVED** by Councillor Braun

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

CARRIED

Bidder	Amount
APLS	\$84,556.50
Crosslane Asphalt	\$69,943.75

Maintenance Limited	
Marshall Lines	\$78,827.50

MOTION 21-04-286 **MOVED** by Councillor Driedger

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

CARRIED

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

MOTION 21-04-287 **MOVED** by Councillor Bateman

That the Line Painting tenders be returned without opening and the line painting schedule be brought to a Committee of the Whole Meeting for review.

DEFEATED

MOTION 21-04-288 **MOVED** by Councillor Braun

That the line Painting Tenders- Envelope #1 be opened

CARRIED

Bidder	Documents
AAA Striping & Seal Coating Services	All qualifying documents
Lafrentz Road Marking	All qualifying documents
Checkmark Services	All qualifying documents

MOTION 21-04-289 **MOVED** by Councillor Driedger

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

CARRIED

Bidder	Amount
AAA Striping & Seal Coating Services	\$76,083.21
Lafrentz Road Marking	\$118,388.00
Checkmark Services	\$79,965.25

MOTION 21-04-290 **MOVED** by Councillor Cardinal

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

CARRIED

Reeve Knelsen recessed the meeting at 1:31 p.m. and reconvened the meeting at 1:45 p.m.

TENDERS: **5. f) Mackenzie County Flood Mitigation – Engineering Services Procurement**

MOTION 21-04-291 **MOVED** by Councillor Bateman

That administration provide a summary at the next council meeting of the proposals received and the successful proponents for the Request for Qualifications for the Prequalification of Engineering Consulting Services for the mitigation program.

CARRIED

MOTION 21-04-292 **MOVED** by Councillor Driedger

That the tendering process be added to the April 27, 2021 Committee of the Whole Meeting agenda.

CARRIED

PUBLIC HEARINGS: **6. a) None**

AGRICULTURE: **8. a) None**

COMMUNITY SERVICES: **9. a) Campground Glamping – Fee Amendments**

MOTION 21-04-293 **MOVED** by Councillor Bateman
Requires 2/3

That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Campground Glamping fees at Machesis Lake with a rate of \$50.00 per night.

CARRIED

COMMUNITY SERVICES:

MOTION 21-04-294
Requires 2/3

9. b) Waste Transfer Station – Fee Amendments

MOVED by Councillor Bateman

That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Solid Waste Fee for Hamlet & Rural Residential Waste (up to three (3) bags)- \$5.00.

CARRIED

COMMUNITY SERVICES:

MOTION 21-04-295

9. c) Community Services Policies to be Amended or Rescinded

MOVED by Councillor Wardley

That Policy ADM042 General Safety Policy be approved as presented.

CARRIED

MOTION 21-04-296

MOVED by Councillor Driedger

That Policy ENF001 Auxiliary Constables be rescinded.

CARRIED

COMMUNITY SERVICES:

MOTION 21-04-297
Requires 2/3

9. d) La Crete Recreation Society – Emergent Funds Request

MOVED by Councillor Cardinal

That the 2021 Budget be amended to include \$8,186.76 for the Boiler Pump Replacement at the Northern Lights Recreation Center with funding coming from the Grants to Other Organizations Reserve – General Capital Reserve

CARRIED

COMMUNITY SERVICES:

MOTION 21-04-298
Requires Unanimous

9. e) Hutch Lake Caretaker (addition)

MOVED by Councillor Bateman

That the Hutch Lake Caretakers contract that was awarded at the April 1, 2021 Community Services meeting be received for

information

CARRIED

Isaac Dyck	Weight	Score	Total
Equipment	15%	9	135
Experience	20%	4	80
Additions Services Offered	15%	6	90
Proposal Cost	50%	10	500
TOTAL			805
Jake Bueckert			
Equipment	15%	9	135
Experience	20%	8	160
Additions Services Offered	15%	8	120
Proposal Cost	50%	10	500
TOTAL			915

FINANCE:

10. a) Borrowing Bylaw 1218-21 North Storm Pond A Hamlet of La Crete

MOTION 21-04-299
 Requires 2/3

MOVED by Councillor Bateman

That first reading be given to Bylaw 1218-21 being the borrowing bylaw for the North Storm Pond “A” – Hamlet of La Crete Project be TABLED until later in the meeting.

CARRIED

FINANCE:

10. b) Cheque Registers

MOTION 21-04-300

MOVED by Councillor Cardinal

That the cheque registers from March 22, 2021 – April 9, 2021 be received for information.

CARRIED

OPERATIONS:

11. a) Public Works Policies

MOTION 21-04-301

MOVED by Councillor Bateman

That Policy PW008 Axel Loading Policy be rescinded.

CARRIED

MOTION 21-04-302 **MOVED** by Councillor E. Peters

That Policy PW025 Infrastructure for New Development be rescinded.

CARRIED

MOTION 21-04-303 **MOVED** by Councillor Braun

That Policy PW030 Use of Municipal Equipment be rescinded.

CARRIED

MOTION 21-04-304 **MOVED** by Councillor Bateman

That Policy PW005 Road Maintenance be approved as presented.

CARRIED

MOTION 21-04-305 **MOVED** by Councillor Driedger

That Policy PW010 Road Protection Agreement Policy be approved as presented.

CARRIED

MOTION 21-04-306 **MOVED** by Councillor Jorgensen

That Policy PW020 Road Repair and Rehabilitation Policy be approved as presented.

CARRIED

UTILITIES: **12. a) None**

**PLANNING &
DEVELOPMENT:** **13. a) Bylaw 1219-21 Residential Developer Incentive Bylaw
(Repeal and Replace)**

MOTION 21-04-307 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1219-21 the Mackenzie County Residential Developer Incentive Bylaw.

CARRIED

MOTION 21-04-308 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1219-21 the Mackenzie County Residential Developer Incentive Bylaw.

CARRIED

MOTION 21-04-309 **MOVED** by Councillor Bateman
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1219-21 the Mackenzie County Residential Developer Incentive Bylaw.

CARRIED

MOTION 21-04-310 **MOVED** by Councillor Braun

That third reading be given to Bylaw 1219-21 the Mackenzie County Residential Developer Incentive Bylaw.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. b) Offsite Levy Fees – Infrastructure Improvements

MOTION 21-04-311 **MOVED** by Councillor Jorgensen

That administration proceed with further developing the Offsite levy bylaw taking into consideration the average Canadian offsite levy is 2.5% - 5 %.

CARRIED

FINANCE:

10. a) Borrowing Bylaw 1218-21 North Storm Pond A Hamlet of La Crete

MOTION 21-04-312 **MOVED** by Councillor Driedger
Requires 2/3

The 2021 budget be amended to include a \$50,000 budget for the North Storm Pond A – Hamlet of La Crete with the funding coming from Water Sewer infrastructure reserve.

CARRIED

MOTION 21-04-313
Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 1218-21 being the borrowing bylaw for the North Storm Pond "A" – Hamlet of La Crete Project as amended.

CARRIED

Reeve Knelsen recessed the meeting at 3:01 p.m. and reconvened the meeting at 3:16 p.m.

Councillor Bateman declared herself in conflict of interest and left the meeting.

MOTION 21-04-314

MOVED by Councillor E. Peters

That the 2021 Regravelling Program contract Schedule "A" be awarded to Bateman Petroleum Sales, Schedule "B" & "C-1" be awarded to 1203288 AB Ltd, Schedule "C-2", "D", "E-1" & "E-2" be awarded to Knelsen Sand and Gravel and Schedule "F" be deleted.

CARRIED

Councillor Bateman rejoined the meeting.

**PLANNING &
DEVELOPMENT:**

13.c) Proposed Road Disposition for Township Road 1085A

MOTION 21-04-315

MOVED by Deputy Reeve Sarapuk

That the letter from Alberta Environment and Parks regarding Township Road 1085A be received for information and that the County no longer pursue acquisition of the proposed right-of-way and return the existing budget to the general operating reserve.

CARRIED

**PLANNING &
DEVELOPMENT:**

**13. d) Development Statistics Report – January to March
2021**

MOTION 21-04-316

MOVED by Councillor Bateman

That the development statistics report for January to March 2021 be received for information.

CARRIED

ADMINISTRATION: 14. a) High Level Agriculture Society Sponsorship Request

MOTION 21-04-317 MOVED by Councillor Braun

That Mackenzie County sponsor the 51st Annual High Level Rodeo \$1,000 for the Saturday and Sunday half time show.

CARRIED

ADMINISTRATION: 14. b) Letter from Maarten Braat (addition)

MOTION 21-04-318 MOVED by Councillor Jorgensen

That Maarten Braat be invited to the April 28, 2021 regular council meeting as a delegation.

CARRIED

ADMINISTRATION: 14. c) 2020 Capital Budget Amendment (addition)

MOTION 21-04-319 MOVED by Councillor Wardley
Requires Unanimous

That the 2020 budget be amended with funding for the heliport road project in the amount of \$268,336 with funds coming from the General Capital Reserve and the new road infrastructure project in the amount of \$268,336 with funds coming from the General Capital Reserve.

CARRIED

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

MOTION 21-04-320 MOVED by Councillor Wardley

That all of council be authorized to attend the April 19, 2021 Sub Region Plan - Municipal Session with the Province of Alberta via zoom.

CARRIED

MOTION 21-04-321 MOVED by Councillor Braun

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

CARRIED

**INFORMATION /
CORRESPONDENCE**

16. a) Information/Correspondence

MOTION 21-04-322

MOVED by Councillor Bateman

That the information/correspondence be received for information.

CARRIED

CLOSED MEETING:

17. Closed Meeting

MOTION 21-04-323

MOVED by Councillor Bateman

That Council move into a closed meeting at 4:34 p.m. to discuss the following:

17. a) Disaster Recovery Land Purchases (s. 23, 24, 25)

CARRIED

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

- All Councillors Present other than Councillor Braun
- Councillor A. Peters left at 5:15 p.m.
- Councillor Wardley left the meeting at 6:08 p.m.
- Len Racher, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Recording Secretary
- Willie Schmidt, Fleet Manager

MOTION 21-04-324

MOVED by Councillor Bateman

That Council move out of closed meeting at 6:44 p.m.

CARRIED

CLOSED MEETING: 17. a) Disaster Recovery Lane Purchases (s. 23, 24, 25)

MOTION 21-04-325 MOVED by Councillor Jorgensen

That the 2021 capital budget be amended by \$400,000 for the Phase 1 and Phase 2 flood mitigation project with funds coming from the General Operating Reserve

CARRIED

NOTICE OF MOTION: 18. a) NONE

NEXT MEETING DATE: 19. a) Next Meeting Dates

Committee of the Whole
April 27, 2021
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
April 28, 2021
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 21-04-326 MOVED by Councillor Jorgensen

That the council meeting be adjourned at 6:48 p.m.

CARRIED

These minutes will be presented to Council for approval on April 28, 2021.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2021 Road Improvements Tenders – Envelope #1 be opened.

Motion 2: (if required)

- Simple Majority Requires 2/3 Requires Unanimous

That the unqualified 2021 Road Improvements Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2021 Road Improvements Tenders – Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority Requires 2/3 Requires Unanimous

That Administration review the tenders and return for awarding later in the meeting.

Motion 5:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2021 Road Improvements, **Schedule “A”** – La Crete Access Intersection Improvements contract be awarded to the lowest qualified bidder while staying within budget.

Motion 6:

- Simple Majority Requires 2/3 Requires Unanimous

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

That the 2021 Road Improvements, **Schedule “B”** – 101st Avenue contract be awarded to the lowest qualified bidder while staying within budget and subject to third and final reading of Bylaw 1217-21 – Local Improvement Tax, 101 Ave Asphalt.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Byron Peters, Director of Projects & Infrastructure/Deputy CAO
Title:	TENDER La Crete Signalization (Intersection Upgrade Traffic Lights 100 St & 94 Ave)

BACKGROUND / PROPOSAL:

Administration engaged WSP to prepare and advertise the ‘La Crete Signalization’ tender. Submissions were due at Fort Vermilion County office April 27, 2021 at 4:30 p.m. This tender includes Lighting, Traffic Signal and Other Work related to the Intersection of 100th Street and 94th Avenue.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2021 Capital Budget: Intersection Upgrade Traffic Lights 100 St & 94 Ave - \$400,000

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Successful bidder will be notified.

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

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

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the La Crete Signalization Tenders – Envelope #1 be opened.

Motion 2: (if required)

- Simple Majority Requires 2/3 Requires Unanimous

That the unqualified La Crete Signalization Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority Requires 2/3 Requires Unanimous

That the La Crete Signalization Tenders – Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority Requires 2/3 Requires Unanimous

That Administration review the tenders and return for awarding later in the meeting.

Motion 5:

- Simple Majority Requires 2/3 Requires Unanimous

That the La Crete Signalization contract for the Intersection Upgrade Traffic Lights 100 St & 94 Ave project, be awarded to the lowest qualified bidder while staying within budget.

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

approve Bylaw 12xx-21 being a Land Use Bylaw Amendment to rezone Part of SE 35-105-15-W5M from Agricultural “A” to Rural Industrial Light “RIL” to accommodate an Industrial Use – General, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

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

COMMUNICATION/PUBLIC PARTICIPATION:

Public Hearing is required prior to second and third reading. The bylaw amendment was advertised as per Land Use Bylaw requirements, this includes letters to adjacent landowners. The landowner was also required to post a sign on the subject lands prior to the public hearing as per MGA requirements.

POLICY REFERENCES:

Not applicable at this time.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1215-21 being a Land Use Bylaw Amendment to rezone Part of SE 35-105-15-W5M from Agricultural “A” to Rural Industrial Light “RIL” to accommodate an industrial use – general.

Simple Majority Requires 2/3 Requires Unanimous

Author: N Friesen **Reviewed by:** C Smith **CAO:** _____

That third reading be given to Bylaw 1215-21 being a Land Use Bylaw Amendment to rezone Part of SE 35-105-15-W5M from Agricultural "A" to Rural Industrial Light "RIL" to accommodate an industrial use – general.

Author: N Friesen **Reviewed by:** C Smith **CAO:** _____

BYLAW NO. 1215-21
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 Industrial Use – General.

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

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

Part of SE 35-105-15-W5M

Within Mackenzie County, be rezoned from Agricultural “A” to Rural Industrial Light “RIL” as outlined in Schedule “A” hereto attached.

READ a first time this ____ day of _____, 2021.

PUBLIC HEARING held this ____ day of _____, 2021

READ a second time this ____ day of _____, 2021.

READ a third time and finally passed this ____ day of _____, 2021.

Josh Knelsen
Reeve

Len Racher
Chief Administrative Officer

BYLAW No. 1215-21

SCHEDULE "A"

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

Part of SE 35-105-15-W5M within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial Light "RIL"



FROM: Agricultural "A"
TO: Rural Industrial Light "RIL"

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>MIRON INVESTMENTS CORP</i>		
ADDRESS <i>6-714022 RR 72</i>		
CITY/TOWN <i>COUNTY OF GRANDE PRAIRIE.</i>		
POSTAL CODE <i>T8W 5T6</i>	PHONE (RES.) <i>780 876-8312</i>	BUS. <i>SAME.</i>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
<i>SE</i>	<i>35</i>	<i>105</i>	<i>15</i>	<i>5</i>				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Agricultural 'A'*

TO: *Rural Industrial Light 'RIL'*

REASONS SUPPORTING PROPOSED AMENDMENT:

FUTURE SITE OF FRONTIER SEED PLANT.

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 \$ *4160.00*

RECEIPT NO. *216625*

[Signature]
APPLICANT SIGNATURE

MARCH 15, 2021
DATE

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

REGISTERED OWNER SIGNATURE _____

DATE _____

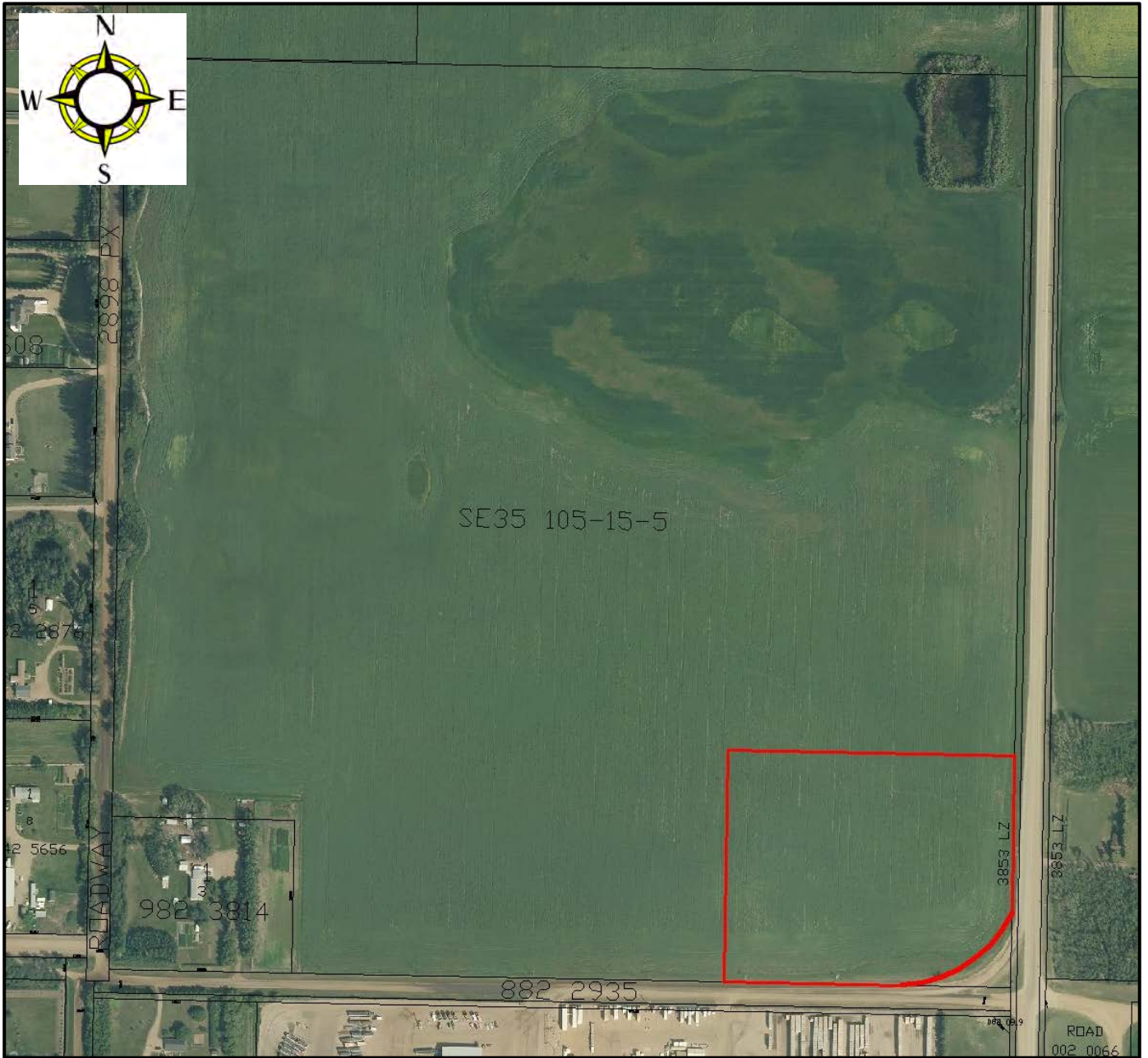
Mackenzie County
Box 640, 4511-46 Avenue
Fort Vermilion, AB T0H 1N0



Mackenzie County

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

REZONING APPLICATION



File No. Bylaw 1215-21

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.

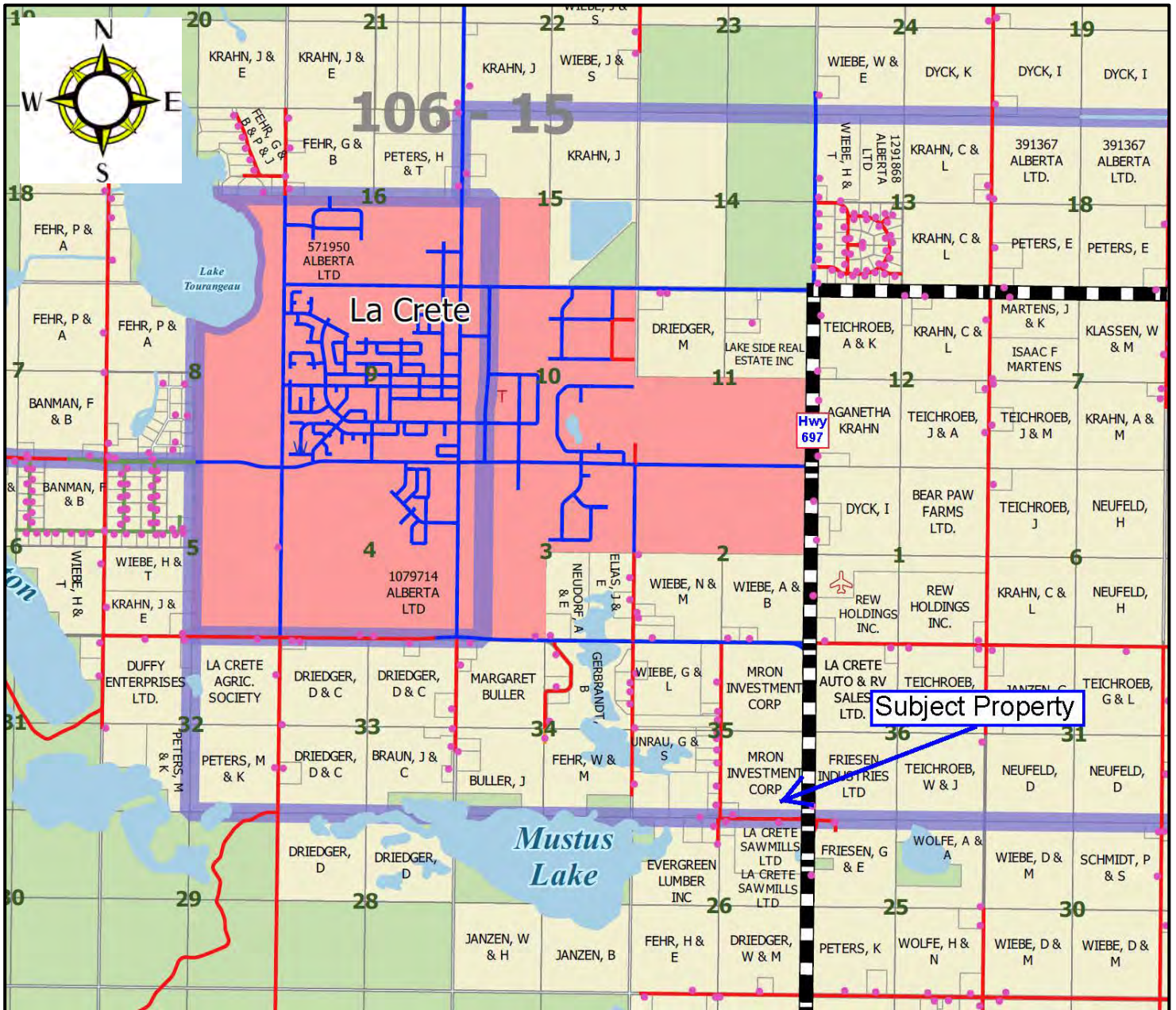
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Mackenzie County

NOT TO SCALE

REZONING APPLICATION



File No. Bylaw 1215-21

NOT TO SCALE

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Mackenzie County

Mackenzie County

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

BYLAW 1215-21

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Don Roberts, Director of Community Services
Title:	Bylaw 1220-21 Fee Schedule Amendment (Campground and Waste Transfer Station Fees)

BACKGROUND / PROPOSAL:

Administration is presenting an amending bylaw to the Fee Schedule Bylaw as it relates to motions made previously by Council.

Solid Waste Fees

MOTION 21-04-294

That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Solid Waste Fee for Hamlet & Rural Residential Waste (up to three (3) bags) - \$5.00.

Parks Fees

MOTION 21-04-293

That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Campground Glamping fees at Machesis Lake with a rate of \$50.00 per night.

OPTIONS & BENEFITS:

Approve as presented or amended.

COSTS & SOURCE OF FUNDING:

N/A

Author: Don Roberts **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Fee amendments are advertised through the local newspaper, website, and social media.

Bylaws are available on the Mackenzie County website.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1220-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1220-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1220-21 being a Fee Schedule Bylaw amendment for Mackenzie County at this meeting.

Author: Don Roberts Reviewed by: _____ CAO: _____

Motion 4

Simple Majority

Requires 2/3

Requires Unanimous

That third and final reading be given to Bylaw 1120-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

Author: Don Roberts **Reviewed by:** _____ **CAO:** _____

BYLAW NO. 1220-21
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 1194-20, and

WHEREAS, 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; Solid Waste, Parks - AMENDED as follows:

SOLID WASTE

Rates effective March 1, 2021

At Regional Landfill	
Current rate as set by the Mackenzie Regional Waste Management Commission	
At Transfer Station	
Household, Miscellaneous, Burnable Material & Construction/Renovation Waste	
Hamlet & Rural Residential Waste (up to six (3) bags)	\$5.00
Hamlet & Rural Residential Waste (up to six (6) bags)	\$10.00
Pickup Truck (partial or full load)	\$50.00
Pickup Truck with Trailer	\$200.00
Fees for Dumping Loads into 40 Yard Bins	
Dump Trailers (all sizes) using the dump able bins	\$275.00

Untarped loads <u>penalty</u> for commercial, construction, industrial and/or institutional material	\$100.00
Tandem or tridem axle trucks are to be directed to the regional landfill.	

PARKS

Section 1: General Park Fees

Day Use	Overnight	Weekly	Shelter Rent	Seasonal or Monthly Camping Stalls	Marina Dock Rental	Glamping
---------	-----------	--------	--------------	------------------------------------	--------------------	----------

Wadlin Lake						
No Charge	\$25	\$120	\$50/day for shelter rental	N/A	\$8/day with camping stall; \$10/day without camping stall	N/A
Machesis Lake						
No Charge	\$25	\$120	\$50/day for shelter rental	Non-Serviced: \$200/Month	N/A	\$50/Day
Machesis Lake Equine Campground						
\$5/horse	\$25 plus \$5 per horse	\$120 plus \$5 per horse	N/A	N/A	N/A	N/A
Hutch Lake						
No Charge	\$25	\$120	\$50/day for shelter rental	N/A	N/A	N/A
Zama Community Park						

No Charge	Non-Serviced: \$10	Non-Serviced: \$60	\$50/day for shelter rental	<u>Monthly:</u> Non-Serviced: \$200	N/A	N/A
N/A	Partially Serviced: \$15	Partially Serviced: \$90	N/A	Partially Serviced: \$275	N/A	N/A
N/A	Fully Serviced: \$20	Fully Serviced: \$100	N/A	Fully Serviced: \$400	N/A	N/A
Tourangeau Lake						
No Charge	N/A	N/A	N/A	N/A	N/A	N/A
Fort Vermilion Bridge Campsite						
No Charge	N/A	N/A	N/A	N/A	N/A	N/A

2. This Bylaw shall come into force and effect upon receiving third reading.
3. This Bylaw amends Bylaw 1194-20 Fee Schedule Bylaw.

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

READ a first time this ____ day of _____, 2021.

READ a second time this ____ day of _____, 2021.

READ a third time and finally passed this ____ day of _____, 2021.

Joshua Knelsen
 Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Don Roberts, Director of Community Services
Title:	Hamlet Spring Garbage Pick-up

BACKGROUND / PROPOSAL:

Mackenzie County has implemented a charge for all waste entering the transfer stations with the exception of recyclables.

During budget deliberations and recently during the addition of waste disposal fees, the Annual Hamlet Spring Garbage pick-up was mentioned.

In past years this service was not heavily deliberated by Council, and once started in 2016 was automatically provided to the public yearly. With a reduction in staff and other pressing issues such as flooding and capital projects, administration is requesting a decision from Council on the 2021 Residential Garbage pick-up.

BYLAW NO. 893-13 Hamlet Residential Waste Clean-up states:

6.1 The Municipal Council of the Municipality may authorize a clean-up campaign in the spring and/or fall of each year at which time all refuse will be picked up to a maximum of one half ton truck load. Additional loads, car bodies will not be accepted as part of these clean-up campaigns.

OPTIONS & BENEFITS:

Option 1

Proceed with the 2021 Hamlet Residential Waste Clean-up campaign. This would provide the same level of service as in previous years but may delay other projects.

Option 2

Cancel the 2021 Hamlet Residential Waste Clean-up campaign for this year. This would fall in line with staff reductions and ongoing capital projects. This would also support the new waste disposal fees.

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

COSTS & SOURCE OF FUNDING:

Two days of 2 to 4 man crews per Hamlet

Funding: Operations

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Social media.
Public announcements

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	Bylaw 1221-21 2021 Tax Rate

BACKGROUND / PROPOSAL:

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

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

Alberta School Requisitions

There was a decrease of \$544,770 to the Education Property Tax from 2020 largely in part to the under collection in 2019 that was required to be collected in 2020. Education Property Tax of \$6,302,401 that is required to be collected during the 2021 tax year and is reflected in this Bylaw.

County Tax Burden

Council adopted the 2021 Budget at its meeting held on December 16, 2020, with the latest amendment on April 6, 2021. Assessments have been received, and the tax rate bylaw reflects actuals not estimates as used in the development of the 2021 budget. Administration will be bringing a request to amend the 2021 budget to the next Council meeting.

Noted during budget deliberation, Mackenzie County anticipated a reduced assessment in the Oil & Gas Sector, and Council made some amendments to current service levels,

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

increased some user fees, all while continuing to make infrastructure investments, and trying to avoid a negative impact on the mill rates.

Any impact on any specific residential or commercial property will be dependent on the change in their assessment, as Council did not make any changes to these mill rates. Council deliberated farmland tax increase along with an increased minimum during the 2021 tax year, due to levels of services received and infrastructure required to support.

Boreal Housing Foundation

With the addition of the Seniors Lodge in High Level, and other factors, the 2021 Lodge Requisition increased by \$362,397 in 2021 with a requisition of \$896,112 compared to \$533,715.

The detailed calculations are presented in the attached Bylaw.

OPTIONS & BENEFITS:

Option #1

Pass all three readings of the Tax Rate Bylaw at this meeting.

Option #2

Pass first reading of the Tax Rate Bylaw with subsequent readings on May 11, 2021. This may delay the release of the tax notices by the anticipated May 14th date.

COSTS & SOURCE OF FUNDING:

Funding will be collected via the tax billing process and relative of the approved 2021 operating and capital budget approvals.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Advertising as required by the Municipal Government Act. Tax notices will be mailed approximately May 14, 2021.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Motion 1

- Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1221-21 being the 2021 Tax Rate bylaw for Mackenzie County.

Motion 2

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1221-21 being the 2021 Tax Rate bylaw for Mackenzie County.

Motion 3

- Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1221-21 being the 2021 Tax Rate bylaw for Mackenzie County, at this meeting.

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

Motion 4

Simple Majority

Requires 2/3

Requires Unanimous

That third reading be given to Bylaw 1221-21 being the 2021 Tax Rate bylaw for Mackenzie County.

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

BYLAW NO. 1221-21
BEING A BYLAW OF
THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN MACKENZIE COUNTY
FOR THE 2021 TAXATION YEAR

WHEREAS, Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue, expenses and expenditures as required, at the Council meeting held on April 28, 2021; and

WHEREAS, the estimated municipal operating revenues from all sources other than property taxation total \$10,356,025; and

WHEREAS, the estimated municipal expenses (excluding non-cash items and requisitions) set out in the annual budget for the Mackenzie County for 2021 total \$34,058,530 (total expenses); and the balance of \$19,762,335 is to be raised by general municipal property taxation; and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$1,361,746; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$2,578,424; and

THEREFORE, the total amount to be raised by general municipal taxation is \$23,702,505; and

WHEREAS, the requisitions are:

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

	Base	(Over)/Under	Total
Residential and Farmland	\$2,630,130	\$9,051	\$2,639,181
Non-Residential	\$3,646,873	\$16,347	\$3,663,220
Total	\$6,277,003	\$25,398	\$6,302,401

Lodge Requisition:

	Base	(Over)/Under Levy	Total
Total Lodge Requisitions	\$896,112	\$546	\$896,658

Designated Industrial Property (DIP):

	Base	(Over)/Under Levy	Total
Total DIP Requisitions	\$76,233	(64)	\$76,169

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

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

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

Taxable Assessment:

Residential	\$1,014,376,130
Farmland	\$50,525,980
Non-Residential	\$226,766,750
Machinery & Equipment	\$13,994,790
Designated Industrial Properties/Linear	\$966,295,540
Total	\$2,271,959,190

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

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

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$7,018,468	\$1,014,376,130	0.006919
Farmland	\$520,165	\$50,525,980	0.010295
Non-Residential	\$15,205,579	\$1,193,062,290	0.012745
Machinery & Equipment	\$178,364	\$13,994,790	0.012745
	\$22,922,576	\$2,271,959,190	
Revenue estimated due to the established minimum	\$779,929		
Total	\$23,702,505	\$2,271,959,190	

Notwithstanding the foregoing, the minimum tax for:

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

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

	Tax Levy	Taxable Assessment	Tax Rate
Residential and Farmland	\$2,639,181	\$1,027,394,590	0.002569
Non-Residential	\$3,663,220	\$969,912,939	0.003777
Total ASFF	\$6,302,401	\$1,997,307,529	

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

Total Lodge Requisition	\$896,658	\$2,306,676,281	0.000389
--------------------------------	------------------	------------------------	-----------------

Designated Industrial Properties/Linear	\$76,169	\$995,207,200	0.000076
Total DIP Requisitions	\$76,169	\$995,207,200	0.000076

Grand Total	\$30,977,733
--------------------	---------------------

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

READ a first time this _____ day of _____, 2021.

READ a second time this _____ day of _____, 2021.

READ a third time and finally passed this _____ day of _____, 2021.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	2021 Minimum Tax - Bistcho Cabins, Grazing Leases, Farmland Development Leases

BACKGROUND / PROPOSAL:

As part of the Budget deliberations, Council developed the budget based on an increase to the farmland minimum tax from \$50 to \$200. Council requested that Grazing Leases, and Farmland Development Leases be exempt from the \$200 minimum, and be subject to \$50. Administration explained that all farmland and grazing leases are under the same assessment class, and in order to amend these tax rolls Council would have to pass a motion as per the Municipal Government Act. Bistcho Cabins were also requested to be brought back to Council for discussion.

Section 347(1) of the MGA reads as follows:

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) *Cancel or reduce tax arrears;*
- (b) *Cancel or refund all or part of a tax;*
- (c) *Defer the collection of a tax.*

Only tax arrears or current taxes may be the subject of relief under section 347. Section 347 does not empower municipalities to grant the specified relief on future taxes as this would fetter the discretion of future councils.

Administration has compiled a list of the tax rolls “Schedule A” for the Grazing Leases, and Farmland Development Leases that would require a Council Motion.

Author: J. Batt **Reviewed by:** L. Racher **CAO:** L. Racher

Administration has also provided "Schedule B" for the Bistcho Cabin sites, that was requested to be brought forward to Council for discussion along with the Grazing Leases, and Farmland Development Leases

OPTIONS & BENEFITS:

Option #1

That Schedule "A" tax rolls be reduced to a \$50 minimum tax due to size and use of land for 2021, and that \$40,489.54 be written off.

Option #2

That tax rolls listed in Schedule "A" be levied as per the 2021 Tax Rate Bylaw 122-21.

Option #3

That Schedule "B" tax rolls be reduced to a \$50 minimum tax under the Limited Access Seasonal Residential for 2021, and the \$300.76 be written off.

Option #4

That tax rolls listed in Schedule "B" be levied as per the 2021 Tax Rate Bylaw 122-21.

Option #5

That Schedule "A" and Schedule "B" be reduced to a \$50 minimum tax for 2021, and the amounts of \$40,489.54 & \$ 300.76 respectively be written off.

COSTS & SOURCE OF FUNDING:

2021 Operating budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to communicate with all ratepayers in Schedules approved by Council motion.

POLICY REFERENCES:

Author: J. Batt Reviewed by: L. Racher CAO: L. Racher

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Grazing Lease and Farmland Development Leases tax rolls as per Schedule "A" be reduced to a \$50 minimum tax for 2021, and that \$40,489.54 in taxes be written off.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Bistcho Cabin tax rolls as per Schedule "B" be reduced to a \$50 minimum tax for 2021, and that \$300.76 in taxes be written off.

Author: J. Batt **Reviewed by:** L. Racher **CAO:** L. Racher

SCHEDULE A

GRAZING LEASES & FARMALND DEVELOPMENT LEASES

Roll #	2020 ASSESSMENT	2021 LEVY	\$50 MINIMUM	TO BE WRITTEN OFF
71034	\$5,590.00	\$200.00	\$57.55	\$142.45
71084	\$100.00	\$200.00	\$50.00	\$150.00
71085	\$940.00	\$200.00	\$50.00	\$150.00
71086	\$250.00	\$200.00	\$50.00	\$150.00
71087	\$230.00	\$200.00	\$50.00	\$150.00
71097	\$6,700.00	\$200.00	\$68.98	\$131.02
71098	\$960.00	\$200.00	\$50.00	\$150.00
71099	\$1,780.00	\$200.00	\$50.00	\$150.00
71133	\$200.00	\$200.00	\$50.00	\$150.00
71134	\$220.00	\$200.00	\$50.00	\$150.00
71135	\$300.00	\$200.00	\$50.00	\$150.00
71136	\$40.00	\$200.00	\$50.00	\$150.00
71137	\$130.00	\$200.00	\$50.00	\$150.00
72086	\$5,110.00	\$200.00	\$52.61	\$147.39
72087	\$1,860.00	\$200.00	\$50.00	\$150.00
72088	\$1,860.00	\$200.00	\$50.00	\$150.00
72089	\$1,860.00	\$200.00	\$50.00	\$150.00
72093	\$1,860.00	\$200.00	\$50.00	\$150.00
72094	\$1,860.00	\$200.00	\$50.00	\$150.00
72095	\$6,650.00	\$200.00	\$68.46	\$131.54
72096	\$6,650.00	\$200.00	\$68.46	\$131.54
74857	\$12,120.00	\$200.00	\$124.78	\$75.22
74858	\$11,260.00	\$200.00	\$115.92	\$84.08
74860	\$15,430.00	\$200.00	\$158.85	\$41.15
76999	\$450.00	\$200.00	\$50.00	\$150.00
77000	\$450.00	\$200.00	\$50.00	\$150.00
77001	\$1,790.00	\$200.00	\$50.00	\$150.00
77002	\$1,790.00	\$200.00	\$50.00	\$150.00
78126	\$450.00	\$200.00	\$50.00	\$150.00
78159	\$12,420.00	\$200.00	\$127.86	\$72.14
78163	\$5,410.00	\$200.00	\$55.70	\$144.30
78167	\$7,760.00	\$200.00	\$79.89	\$120.11
78170	\$600.00	\$200.00	\$50.00	\$150.00
81578	\$2,100.00	\$200.00	\$50.00	\$150.00
81579	\$2,100.00	\$200.00	\$50.00	\$150.00
81580	\$1,980.00	\$200.00	\$50.00	\$150.00
81627	\$2,600.00	\$200.00	\$50.00	\$150.00
81628	\$2,600.00	\$200.00	\$50.00	\$150.00
81700	\$40.00	\$200.00	\$50.00	\$150.00
81703	\$10,190.00	\$200.00	\$104.91	\$95.09
81704	\$9,700.00	\$200.00	\$99.86	\$100.14
81706	\$6,160.00	\$200.00	\$63.42	\$136.58
81779	\$6,090.00	\$200.00	\$62.70	\$137.30
81780	\$11,620.00	\$200.00	\$119.63	\$80.37
81880	\$200.00	\$200.00	\$50.00	\$150.00
81881	\$200.00	\$200.00	\$50.00	\$150.00

81882	\$200.00	\$200.00	\$50.00	\$150.00
81883	\$200.00	\$200.00	\$50.00	\$150.00
81884	\$200.00	\$200.00	\$50.00	\$150.00
81885	\$200.00	\$200.00	\$50.00	\$150.00
81886	\$200.00	\$200.00	\$50.00	\$150.00
81887	\$800.00	\$200.00	\$50.00	\$150.00
81888	\$790.00	\$200.00	\$50.00	\$150.00
81889	\$800.00	\$200.00	\$50.00	\$150.00
81890	\$3,600.00	\$200.00	\$50.00	\$150.00
81891	\$3,270.00	\$200.00	\$50.00	\$150.00
82005	\$1,740.00	\$200.00	\$50.00	\$150.00
82006	\$160.00	\$200.00	\$50.00	\$150.00
105230	\$1,900.00	\$200.00	\$50.00	\$150.00
105231	\$2,160.00	\$200.00	\$50.00	\$150.00
105232	\$2,620.00	\$200.00	\$50.00	\$150.00
105233	\$1,860.00	\$200.00	\$50.00	\$150.00
105263	\$15,870.00	\$200.00	\$163.38	\$36.62
105264	\$7,190.00	\$200.00	\$74.02	\$125.98
105665	\$5,760.00	\$200.00	\$59.30	\$140.70
105666	\$2,170.00	\$200.00	\$50.00	\$150.00
105740	\$8,300.00	\$200.00	\$85.45	\$114.55
105750	\$560.00	\$200.00	\$50.00	\$150.00
105751	\$2,430.00	\$200.00	\$50.00	\$150.00
105752	\$70.00	\$200.00	\$50.00	\$150.00
105826	\$15,440.00	\$200.00	\$158.95	\$41.05
105861	\$1,680.00	\$200.00	\$50.00	\$150.00
105864	\$3,420.00	\$200.00	\$50.00	\$150.00
105868	\$1,720.00	\$200.00	\$50.00	\$150.00
105869	\$9,220.00	\$200.00	\$94.92	\$105.08
105870	\$9,120.00	\$200.00	\$93.89	\$106.11
105871	\$3,060.00	\$200.00	\$50.00	\$150.00
105872	\$1,900.00	\$200.00	\$50.00	\$150.00
105873	\$5,870.00	\$200.00	\$60.43	\$139.57
105874	\$4,180.00	\$200.00	\$50.00	\$150.00
105875	\$1,770.00	\$200.00	\$50.00	\$150.00
105876	\$1,380.00	\$200.00	\$50.00	\$150.00
105884	\$9,260.00	\$200.00	\$95.33	\$104.67
105885	\$11,170.00	\$200.00	\$115.00	\$85.00
105886	\$18,010.00	\$200.00	\$185.41	\$14.59
105887	\$2,720.00	\$200.00	\$50.00	\$150.00
105888	\$2,260.00	\$200.00	\$50.00	\$150.00
105889	\$540.00	\$200.00	\$50.00	\$150.00
105890	\$2,460.00	\$200.00	\$50.00	\$150.00
105894	\$2,970.00	\$200.00	\$50.00	\$150.00
105895	\$3,550.00	\$200.00	\$50.00	\$150.00
105896	\$2,620.00	\$200.00	\$50.00	\$150.00
105897	\$1,640.00	\$200.00	\$50.00	\$150.00
105898	\$3,050.00	\$200.00	\$50.00	\$150.00
105899	\$2,110.00	\$200.00	\$50.00	\$150.00
105900	\$2,820.00	\$200.00	\$50.00	\$150.00
105901	\$5,020.00	\$200.00	\$51.68	\$148.32
105902	\$2,150.00	\$200.00	\$50.00	\$150.00

105903	\$2,340.00	\$200.00	\$50.00	\$150.00
105904	\$5,210.00	\$200.00	\$53.64	\$146.36
105905	\$2,620.00	\$200.00	\$50.00	\$150.00
105906	\$4,660.00	\$200.00	\$50.00	\$150.00
105907	\$4,030.00	\$200.00	\$50.00	\$150.00
105908	\$3,970.00	\$200.00	\$50.00	\$150.00
105909	\$2,470.00	\$200.00	\$50.00	\$150.00
105910	\$4,810.00	\$200.00	\$50.00	\$150.00
105911	\$6,230.00	\$200.00	\$64.14	\$135.86
105912	\$3,230.00	\$200.00	\$50.00	\$150.00
105913	\$1,700.00	\$200.00	\$50.00	\$150.00
105914	\$2,020.00	\$200.00	\$50.00	\$150.00
105915	\$6,460.00	\$200.00	\$66.51	\$133.49
105916	\$2,430.00	\$200.00	\$50.00	\$150.00
105917	\$2,060.00	\$200.00	\$50.00	\$150.00
146421	\$6,360.00	\$200.00	\$65.48	\$134.52
146424	\$1,790.00	\$200.00	\$50.00	\$150.00
149326	\$9,150.00	\$200.00	\$94.20	\$105.80
149399	\$2,620.00	\$200.00	\$50.00	\$150.00
149400	\$3,200.00	\$200.00	\$50.00	\$150.00
149401	\$1,800.00	\$200.00	\$50.00	\$150.00
149402	\$1,740.00	\$200.00	\$50.00	\$150.00
149403	\$2,960.00	\$200.00	\$50.00	\$150.00
149404	\$3,250.00	\$200.00	\$50.00	\$150.00
149405	\$1,840.00	\$200.00	\$50.00	\$150.00
149406	\$1,840.00	\$200.00	\$50.00	\$150.00
149407	\$1,450.00	\$200.00	\$50.00	\$150.00
149408	\$1,790.00	\$200.00	\$50.00	\$150.00
149409	\$1,790.00	\$200.00	\$50.00	\$150.00
149410	\$1,790.00	\$200.00	\$50.00	\$150.00
150414	\$1,720.00	\$200.00	\$50.00	\$150.00
154606	\$1,250.00	\$200.00	\$50.00	\$150.00
154607	\$3,120.00	\$200.00	\$50.00	\$150.00
154609	\$6,030.00	\$200.00	\$62.08	\$137.92
154610	\$200.00	\$200.00	\$50.00	\$150.00
154611	\$5,130.00	\$200.00	\$52.81	\$147.19
154612	\$7,560.00	\$200.00	\$77.83	\$122.17
154613	\$5,420.00	\$200.00	\$55.80	\$144.20
154614	\$1,840.00	\$200.00	\$50.00	\$150.00
154615	\$11,770.00	\$200.00	\$121.17	\$78.83
154616	\$7,440.00	\$200.00	\$76.59	\$123.41
154617	\$4,130.00	\$200.00	\$50.00	\$150.00
154618	\$4,090.00	\$200.00	\$50.00	\$150.00
154619	\$1,970.00	\$200.00	\$50.00	\$150.00
154621	\$2,320.00	\$200.00	\$50.00	\$150.00
154624	\$4,010.00	\$200.00	\$50.00	\$150.00
154625	\$4,990.00	\$200.00	\$51.37	\$148.63
154626	\$8,090.00	\$200.00	\$83.29	\$116.71
159238	\$3,430.00	\$200.00	\$50.00	\$150.00
159239	\$3,670.00	\$200.00	\$50.00	\$150.00
159240	\$4,490.00	\$200.00	\$50.00	\$150.00
159247	\$50.00	\$200.00	\$50.00	\$150.00

159249	\$330.00	\$200.00	\$50.00	\$150.00
159250	\$820.00	\$200.00	\$50.00	\$150.00
159251	\$4,090.00	\$200.00	\$50.00	\$150.00
159252	\$4,950.00	\$200.00	\$50.96	\$149.04
159253	\$1,030.00	\$200.00	\$50.00	\$150.00
163271	\$2,770.00	\$200.00	\$50.00	\$150.00
163272	\$2,370.00	\$200.00	\$50.00	\$150.00
164925	\$11,620.00	\$200.00	\$119.63	\$80.37
164926	\$4,810.00	\$200.00	\$50.00	\$150.00
164927	\$6,510.00	\$200.00	\$67.02	\$132.98
164928	\$7,870.00	\$200.00	\$81.02	\$118.98
165329	\$1,420.00	\$200.00	\$50.00	\$150.00
165330	\$2,120.00	\$200.00	\$50.00	\$150.00
168457	\$2,440.00	\$200.00	\$50.00	\$150.00
169281	\$8,010.00	\$200.00	\$82.46	\$117.54
169667	\$6,540.00	\$200.00	\$67.33	\$132.67
171177	\$3,090.00	\$200.00	\$50.00	\$150.00
171178	\$3,070.00	\$200.00	\$50.00	\$150.00
180681	\$3,540.00	\$200.00	\$50.00	\$150.00
180682	\$5,650.00	\$200.00	\$58.17	\$141.83
180960	\$2,850.00	\$200.00	\$50.00	\$150.00
180961	\$520.00	\$200.00	\$50.00	\$150.00
181136	\$2,130.00	\$200.00	\$50.00	\$150.00
181139	\$6,290.00	\$200.00	\$64.76	\$135.24
181140	\$970.00	\$200.00	\$50.00	\$150.00
181141	\$120.00	\$200.00	\$50.00	\$150.00
181148	\$5,120.00	\$200.00	\$52.71	\$147.29
181149	\$9,970.00	\$200.00	\$102.64	\$97.36
183673	\$3,090.00	\$200.00	\$50.00	\$150.00
183674	\$2,290.00	\$200.00	\$50.00	\$150.00
183675	\$1,660.00	\$200.00	\$50.00	\$150.00
183676	\$1,710.00	\$200.00	\$50.00	\$150.00
183677	\$1,540.00	\$200.00	\$50.00	\$150.00
183682	\$3,050.00	\$200.00	\$50.00	\$150.00
184165	\$1,620.00	\$200.00	\$50.00	\$150.00
188294	\$6,430.00	\$200.00	\$66.20	\$133.80
192247	\$11,980.00	\$200.00	\$123.33	\$76.67
192681	\$10,100.00	\$200.00	\$103.98	\$96.02
192682	\$2,020.00	\$200.00	\$50.00	\$150.00
192685	\$5,090.00	\$200.00	\$52.40	\$147.60
192700	\$1,990.00	\$200.00	\$50.00	\$150.00
192701	\$2,040.00	\$200.00	\$50.00	\$150.00
197440	\$3,880.00	\$200.00	\$50.00	\$150.00
197443	\$1,700.00	\$200.00	\$50.00	\$150.00
197444	\$690.00	\$200.00	\$50.00	\$150.00
197445	\$220.00	\$200.00	\$50.00	\$150.00
203543	\$3,990.00	\$200.00	\$50.00	\$150.00
203670	\$730.00	\$200.00	\$50.00	\$150.00
203671	\$1,770.00	\$200.00	\$50.00	\$150.00
203672	\$2,610.00	\$200.00	\$50.00	\$150.00
203686	\$4,630.00	\$200.00	\$50.00	\$150.00
203687	\$540.00	\$200.00	\$50.00	\$150.00

203688	\$490.00	\$200.00	\$50.00	\$150.00
203689	\$2,320.00	\$200.00	\$50.00	\$150.00
203690	\$8,160.00	\$200.00	\$84.01	\$115.99
203744	\$1,000.00	\$200.00	\$50.00	\$150.00
203747	\$3,050.00	\$200.00	\$50.00	\$150.00
204012	\$760.00	\$200.00	\$50.00	\$150.00
204013	\$780.00	\$200.00	\$50.00	\$150.00
208142	\$6,020.00	\$200.00	\$61.98	\$138.02
208336	\$290.00	\$200.00	\$50.00	\$150.00
208342	\$410.00	\$200.00	\$50.00	\$150.00
208344	\$300.00	\$200.00	\$50.00	\$150.00
208345	\$10.00	\$200.00	\$50.00	\$150.00
208961	\$3,140.00	\$200.00	\$50.00	\$150.00
214733	\$3,660.00	\$200.00	\$50.00	\$150.00
214734	\$3,520.00	\$200.00	\$50.00	\$150.00
214882	\$3,880.00	\$200.00	\$50.00	\$150.00
214886	\$2,950.00	\$200.00	\$50.00	\$150.00
214887	\$2,410.00	\$200.00	\$50.00	\$150.00
214891	\$2,960.00	\$200.00	\$50.00	\$150.00
214893	\$2,150.00	\$200.00	\$50.00	\$150.00
214894	\$490.00	\$200.00	\$50.00	\$150.00
214895	\$1,840.00	\$200.00	\$50.00	\$150.00
214904	\$3,680.00	\$200.00	\$50.00	\$150.00
216681	\$390.00	\$200.00	\$50.00	\$150.00
218113	\$5,900.00	\$200.00	\$60.74	\$139.26
230962	\$340.00	\$200.00	\$50.00	\$150.00
231121	\$1,520.00	\$200.00	\$50.00	\$150.00
232145	\$2,240.00	\$200.00	\$50.00	\$150.00
232146	\$1,880.00	\$200.00	\$50.00	\$150.00
232147	\$1,880.00	\$200.00	\$50.00	\$150.00
232148	\$1,900.00	\$200.00	\$50.00	\$150.00
234480	\$5,720.00	\$200.00	\$58.89	\$141.11
234481	\$2,760.00	\$200.00	\$50.00	\$150.00
234482	\$2,610.00	\$200.00	\$50.00	\$150.00
234483	\$1,660.00	\$200.00	\$50.00	\$150.00
234484	\$5,220.00	\$200.00	\$53.74	\$146.26
234485	\$1,680.00	\$200.00	\$50.00	\$150.00
234486	\$1,870.00	\$200.00	\$50.00	\$150.00
236834	\$10.00	\$200.00	\$50.00	\$150.00
237935	\$6,760.00	\$200.00	\$69.59	\$130.41
237936	\$6,210.00	\$200.00	\$63.93	\$136.07
238012	\$470.00	\$200.00	\$50.00	\$150.00
238013	\$2,030.00	\$200.00	\$50.00	\$150.00
238014	\$60.00	\$200.00	\$50.00	\$150.00
246425	\$2,260.00	\$200.00	\$50.00	\$150.00
289324	\$2,050.00	\$200.00	\$50.00	\$150.00
289325	\$10.00	\$200.00	\$50.00	\$150.00
289326	\$1,350.00	\$200.00	\$50.00	\$150.00
289347	\$1,410.00	\$200.00	\$50.00	\$150.00
289348	\$1,130.00	\$200.00	\$50.00	\$150.00
289349	\$1,630.00	\$200.00	\$50.00	\$150.00
289350	\$1,480.00	\$200.00	\$50.00	\$150.00

289351	\$1,460.00	\$200.00	\$50.00	\$150.00
289352	\$1,640.00	\$200.00	\$50.00	\$150.00
289595	\$2,170.00	\$200.00	\$50.00	\$150.00
289598	\$3,180.00	\$200.00	\$50.00	\$150.00
289798	\$4,840.00	\$200.00	\$50.00	\$150.00
291622	\$2,080.00	\$200.00	\$50.00	\$150.00
291667	\$1,490.00	\$200.00	\$50.00	\$150.00
292022	\$9,320.00	\$200.00	\$95.95	\$104.05
294187	\$2,300.00	\$200.00	\$50.00	\$150.00
295877	\$2,210.00	\$200.00	\$50.00	\$150.00
295878	\$2,060.00	\$200.00	\$50.00	\$150.00
295879	\$1,520.00	\$200.00	\$50.00	\$150.00
295913	\$5,590.00	\$200.00	\$57.55	\$142.45
307060	\$880.00	\$200.00	\$50.00	\$150.00
307061	\$1,130.00	\$200.00	\$50.00	\$150.00
307064	\$900.00	\$200.00	\$50.00	\$150.00
307065	\$1,290.00	\$200.00	\$50.00	\$150.00
307066	\$1,790.00	\$200.00	\$50.00	\$150.00
307067	\$1,810.00	\$200.00	\$50.00	\$150.00
307068	\$1,810.00	\$200.00	\$50.00	\$150.00
307069	\$1,810.00	\$200.00	\$50.00	\$150.00
307070	\$1,860.00	\$200.00	\$50.00	\$150.00
307071	\$1,390.00	\$200.00	\$50.00	\$150.00
307081	\$980.00	\$200.00	\$50.00	\$150.00
307082	\$1,950.00	\$200.00	\$50.00	\$150.00
307083	\$5,040.00	\$200.00	\$51.89	\$148.11
307084	\$1,160.00	\$200.00	\$50.00	\$150.00
307156	\$320.00	\$200.00	\$50.00	\$150.00
313795	\$6,540.00	\$200.00	\$67.33	\$132.67
313901	\$240.00	\$200.00	\$50.00	\$150.00
TOTAL	\$931,000.00	\$56,800.00	\$16,310.46	\$40,489.54

SCHEDULE B

BISTCHO CABINS – LIMITED SEASONAL ACCESS

ROLL #	2020 ASSESSMENT	2021 LEVY	\$50 MINIMUM	TO BE WRITTEN OFF
082172	\$19,700	\$194.57	\$50.00	\$144.57
410952	\$10,020	\$98.97	\$50.00	\$48.97
410953	\$10,020	\$98.97	\$50.00	\$48.97
410955	\$10,960	\$108.25	\$50.00	\$58.25
	TOTAL	\$500.76	\$200.00	\$300.76



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	Bylaw 1217-21 – Local Improvement Tax, 101 Ave Asphalt

BACKGROUND / PROPOSAL:

Council approved the 101 Ave Asphalt Overlay as a construction project in the 2021 Capital Budget. To offset some of the cost the following motion was passed:

MOTION 20-12-806 *That administration investigate implementing a Local Improvement on the 101 Avenue Asphalt project in the Hamlet of La Crete.*
Requires 2/3

CARRIED

Administration is proposing a Local Improvement Bylaw based on the estimated costs provided by the Engineer. As tenders are being opened during this meeting, the Bylaw may be updated prior to first reading if tenders received far exceed the estimated costs.

As per Policy FIN018 – Local Improvement Tax Application the County is to impose a local improvement tax based on 30% cost recovery from the properties benefiting from the street improvement.

The estimated cost of construction is \$472,630, with 30%, which is \$141,789, proposed to be recovered from the benefiting land owners over a ten year period.

Administration has prepared a bylaw for first reading (attached). Subsequent to receiving first reading, the bylaw will be advertised and appropriate documentation will be sent to the benefiting land owners.

OPTIONS & BENEFITS:

This area of the hamlet has been without pavement. As this is an upgrade, a local improvement tax is proposed.

Author: S Wheeler **Reviewed by:** J Batt **CAO:** _____

COSTS & SOURCE OF FUNDING:

Mackenzie County - 70% of the project from the 2021 Capital Budget \$330,841.00

Benefiting Owners – 30% of the project by way of Local Improvement Tax \$141,789.00

Mackenzie County	\$330,841.00	70%
Benefiting Owners*	\$141,789.00	30%
Total Cost	\$472,630.00	100%

**One benefiting property owner is a Mackenzie County property.
The County's portion of the \$141,789 is \$ 25,087.20.*

SUSTAINABILITY PLAN:

Goal S4 - The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

COMMUNICATION:

Advertise bylaw in local newspaper.
Appropriate documentation to be sent to benefiting owners.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1217-21, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of an Asphalt Overlay on 101st Avenue, 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete.

Author: S Wheeler Reviewed by: J Batt CAO: _____

BYLAW NO. 1217-21

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

**TO IMPOSE A LOCAL IMPROVEMENT TAX
FOR THE CONSTRUCTION OF ASPHALT OVERLAY ON
101ST AVENUE FROM 99TH STREET TO 98TH STREET
IN THE HAMLET OF LA CRETE**

This bylaw authorizes the Council of MACKENZIE COUNTY to impose a local improvement tax in respect of all the lands that directly benefit from the construction of Asphalt Overlay on 101st Avenue from 99th Street to 98th Street. The benefiting properties are being described as; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete.

WHEREAS, the Council of Mackenzie County in the Province of Alberta has deemed it advisable to charge a local improvement charge for construction of Asphalt Overlay on 101st Avenue from 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete; and

WHEREAS, the Council of Mackenzie County in the Province of Alberta, duly assembled, has decided to issue a Bylaw pursuant to Section 397 of the Municipal Government Act to authorize a local improvement tax levy to pay for the Asphalt Overlay on 101st Avenue from 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete; and

WHEREAS, the Local Improvement Plan has been prepared and the required notice of the project given to benefiting owners in accordance with the attached Schedule "A", and no sufficient objection to the construction of Asphalt Overlay on 101st Avenue from 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete has been filed with the Chief Administrative Officer of Mackenzie County; and

WHEREAS, plans and specifications have been prepared and the estimated sum of Four Hundred Seventy Two Thousand, Six Hundred Thirty Dollars (\$472,630.00) is required to construct an Asphalt Overlay on 101st Avenue from 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete. The said project is subject to the local improvement charge of which 70% will be paid by Mackenzie County and 30% will be collected by way of local improvement assessment as follows:

Mackenzie County	\$330,841.00	70%
Benefiting Owners	\$141,789.00	30%
Total Cost	\$472,630.00	100%

WHEREAS, all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF MACKENZIE COUNTY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of completing Asphalt Overlay on 101st Avenue from 99th Street to 98th Street for; Plan 052 4622, Block 23, Lot 8, pt. NW-10-106-15-W5M, Plan 082 7720, Block 18, Lot 6 and Plan 962 1721, Block 18, Lots 6 and 7 in the Hamlet of La Crete, the sum of One Hundred Forty One Thousand Seven Hundred Eighty Nine Dollars (\$141,789.00); be collected by way of annual, uniform local improvement tax rate assessed against the benefiting owners as provided in **Schedule A** attached.
2. The local improvement tax will be collected for Ten (10) years and the total amount levied annually against the benefiting owners is Fifteen Thousand Six Hundred Seventy Eight Dollars and Fifty Three Cents (\$15,678.53).
3. The net amount levied under the bylaw shall be applied only to the local improvement project specified by this bylaw.
4. This bylaw shall come into force and take effect upon receiving third and final reading thereof.

READ a first time this 28th day of April, 2021.

READ a second time this _____ day of _____, 2021.

READ a third time and finally passed this _____ day of _____, 2021.

Josh Knelsen
Reeve

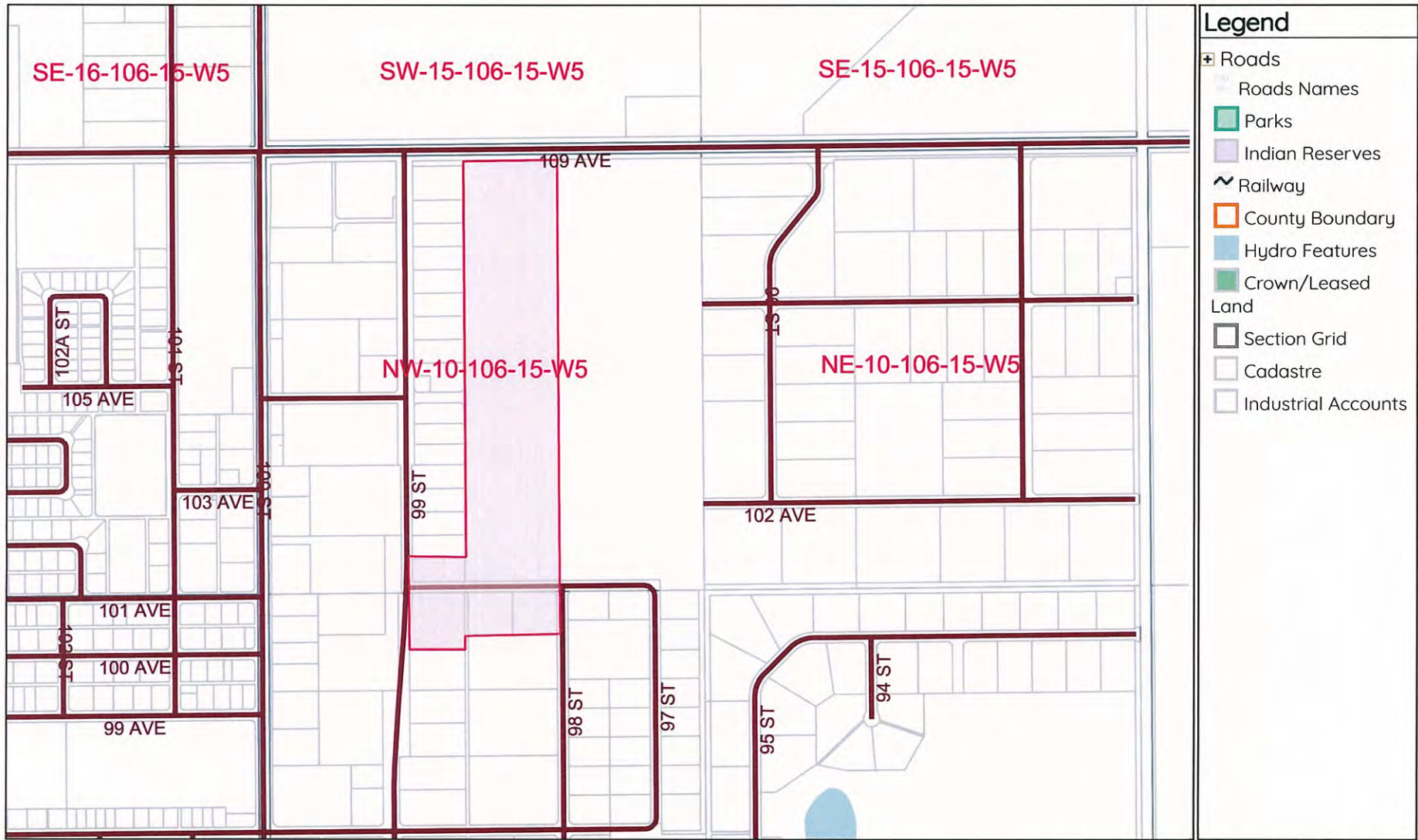
Len Racher
Chief Administrative Officer

Schedule A
Bylaw No. 1217-21

Asphalt Overlay on 101st Avenue from 99th Street to 98th Street, Hamlet of La Crete.

Lot	Block	Plan	Front	Rear	Average
8	23	0524622	96.60	200.00	148.30
NW 10	106 15	W5M	161.92	253.32	207.62
6	18	0827720	95.61	102.01	98.81
6	18	9621721	81.84	81.83	81.84
7	18	9621721	80.08	81.84	80.96
					617.53

Total Assessable Frontage (meters)	617.53m
Total Assessment per Front Meter of Frontage	\$229.61
Annual Unit Rate Per Front Meter of Frontage to be payable for a period of 10 years calculated at 1.871% interest rate	\$25.39
Total Yearly Assessment Against All Above Properties	\$15,678.53



Legend

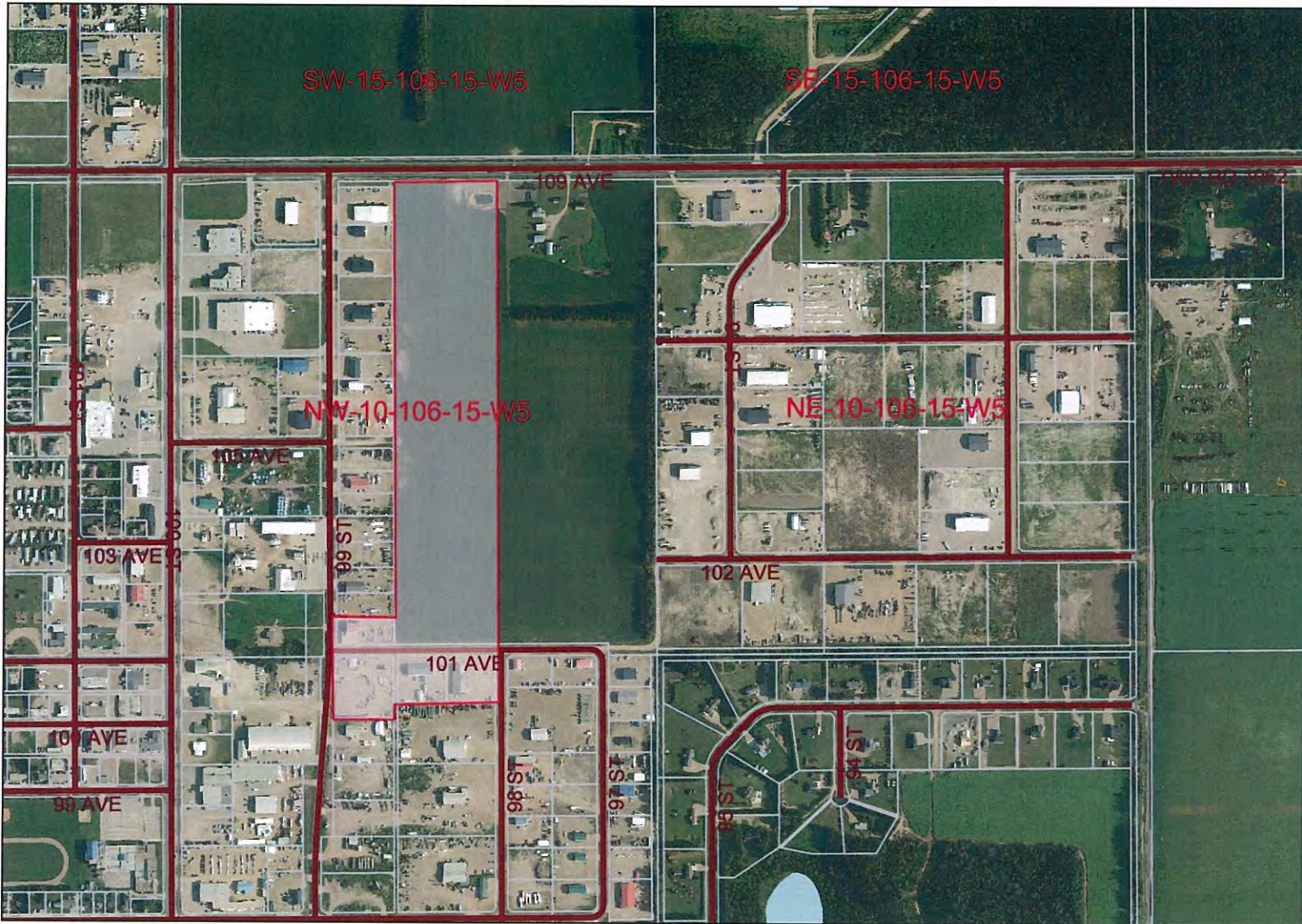
- ⊕ Roads
- Roads Names
- Parks
- Indian Reserves
- ~ Railway
- County Boundary
- Hydro Features
- Crown/Leased Land
- Section Grid
- Cadastre
- Industrial Accounts



Scale 1: 10,157

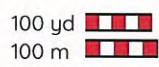


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Legend

- ⊕ Roads
 - Roads Names
- Parks
- Indian Reserves
- ~ Railway
- County Boundary
- Hydro Features
- Crown/Leased Land
- Section Grid
- Cadastre
- Industrial Accounts



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	2020 Audited Financial Statement (DRAFT)

BACKGROUND / PROPOSAL:

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

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

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

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

A copy of the draft statements are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

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

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2020 Audited Financial Statements and Financial Information Return be approved as presented.

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

INDEPENDENT AUDITOR'S REPORT

To the Reeve and Council of Mackenzie County

Opinion

We have audited the financial statements of Mackenzie County (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2020, and the consolidated results of its operations and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

(continues)

Independent Auditor's Report to the Reeve and Council of Mackenzie County (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

Vegreville, AB
April 28, 2021

Chartered Professional Accountants

Draft for discussion purposes only

MACKENZIE COUNTY
Consolidated Statement of Financial Position
As at December 31, 2020

	2020	2019
	\$	\$
Financial Assets		
Cash and temporary investments (Note 3)	15,930,439	11,016,177
Receivables		
Taxes receivable (Note 4)	2,440,609	683,243
Due from governments	5,837,656	7,837,843
Trade and other receivables	2,037,239	2,544,243
Land held for resale	46,846	46,846
Investments (Note 5)	10,948,282	10,524,284
	37,241,071	32,652,636
Liabilities		
Accounts payable and accrued liabilities (Note 6)	3,946,887	4,344,802
Deposit liabilities	285,797	616,092
Deferred revenue (Note 7)	2,773,033	2,510,870
Long term debt (Note 8)	12,981,874	14,520,156
	19,987,591	21,991,920
Net financial assets	17,253,480	10,660,716
Non-financial assets		
Tangible capital assets (Schedule 2)	187,479,720	193,422,453
Inventory for consumption (Note 10)	2,492,140	2,893,614
Prepaid expenses	1,664,137	597,332
	191,635,997	196,913,399
Accumulated surplus (Schedule 1, Note 13)	208,889,477	207,574,115

Draft for discussion purposes

MACKENZIE COUNTY
Consolidated Statement of Operations
As at December 31, 2020

	Budget \$ (Unaudited)	2020 \$	2019 \$
Revenue			
Net municipal taxes (Schedule 3)	23,949,792	23,651,797	25,968,912
User fees and sales of goods	4,824,610	4,986,107	5,695,378
Government transfers for operating (Schedule 4)	649,378	1,715,864	1,423,195
Investment income	500,000	402,956	589,215
Penalties and costs on taxes	729,000	1,098,665	1,092,222
Licenses, permits and fines	378,000	713,316	471,095
Rentals	145,793	136,711	171,499
Other	274,657	735,106	287,355
Total revenue	31,451,230	33,440,522	35,698,871
Expenses			
Legislative	925,779	709,259	794,428
Administration	6,617,162	8,023,427	10,247,397
Protective services	1,336,835	1,029,650	1,824,042
Transportation	19,022,242	15,583,101	16,714,806
Environmental use and protection	4,917,884	5,570,579	5,317,343
Family and community support	839,203	791,618	886,102
Planning, development and agriculture	3,861,851	3,039,455	3,004,655
Recreation and culture	2,019,325	2,343,108	2,341,175
Total expenses	32,540,284	37,090,197	41,129,948
Deficiency of revenue over expenses			
before disasters and government transfers	(1,089,054)	(3,649,675)	(5,431,077)
Recovery (deficiency) from Chuckegg Wildfire Disaster (Note 14)	-	2,255,886	(2,966,852)
Deficiency from Northern Alberta Overland Flood (Note 15)	-	(114,456)	-
Deficiency of revenue over expenses			
before transfers for capital	(1,089,054)	(1,508,245)	(8,397,929)
Government transfers for capital (Schedule 4)	2,130,000	1,878,267	5,293,868
Non-government transfers for capital	-	945,340	-
Excess (deficiency) of revenue over expenses	1,040,946	1,315,362	(3,104,061)
Accumulated surplus - beginning of the year	207,574,115	207,574,115	210,678,176
Accumulated surplus - end of the year	208,615,061	208,889,477	207,574,115

Draft for Discussion Purposes

MACKENZIE COUNTY
Consolidated Statement of Change in Net Financial Assets
As at December 31, 2020

	Budget \$ (Unaudited)	2020 \$	2019 \$
Excess (deficiency) of revenue over expenses	1,040,946	1,315,362	(8,104,061)
Acquisition of tangible capital assets	(15,387,017)	(4,807,997)	(10,903,666)
Proceeds on disposal of tangible capital assets	430,000	487,740	723,451
Amortization of tangible capital assets	9,969,698	10,146,270	9,969,698
Loss on disposal of tangible capital assets	-	118,720	471,827
	(4,987,319)	8,942,733	261,310
Acquisition of prepaid assets	-	(1,068,805)	(221,344)
Use of supplies inventories	-	401,474	352,646
	-	(665,331)	131,302
Increase (decrease) in net assets	(3,946,373)	6,592,764	(2,711,449)
Net financial assets, beginning of year	10,660,716	10,660,716	13,372,165
Net financial assets, end of year	6,714,343	17,253,480	10,660,716

Draft for discussion purposes

MACKENZIE COUNTY
Consolidated Statement of Cash Flows
As at December 31, 2020

	2020	2019
	\$	\$
Operating		
Excess (deficiency) of revenue over expenses	1,315,362	(3,404,061)
Net changes in non-cash items included in excess of revenues over expenses		
Amortization of tangible capital assets	10,146,270	9,969,698
Loss on disposal of tangible capital assets	116,720	471,827
Net changes in non-cash charges to operation		
(Increase) decrease in taxes and grants in lieu receivable	(1,757,366)	1,538,707
Decrease (increase) in government receivables	2,000,187	(6,341,172)
Decrease (increase) in trade and other receivables	507,004	(1,064,167)
Decrease in inventory for consumption	401,474	352,646
Increase in prepaid expenses	(1,066,805)	(221,344)
Decrease in accounts payable and accrued liabilities	(397,915)	(1,150,825)
(Decrease) increase in deposit liabilities	(330,295)	31,762
Increase in deferred revenue	262,163	1,524,579
<i>Net cash provided by operating transactions</i>	11,196,799	2,007,650
Capital		
Acquisition of tangible capital assets	(4,807,997)	(10,903,666)
Proceeds on sale of tangible capital assets	487,740	723,451
<i>Net cash used in capital transactions</i>	(4,320,257)	(10,180,215)
Investing		
Increase in restricted cash or cash equivalents	(262,163)	(1,524,579)
(Increase) decrease in investments	(423,998)	7,422,618
<i>Net cash (used in) provided by investing transactions</i>	(686,161)	5,898,039
Financing		
Long term debt issued	-	3,530,670
Long term debt repaid	(1,538,282)	(1,632,476)
<i>Net cash (used in) provided by financing transactions</i>	(1,538,282)	1,898,194
Change in cash and cash equivalents during the year	4,652,099	(376,332)
Cash and cash equivalents, beginning of year	8,505,307	8,881,639
Cash and cash equivalents, end of year	13,157,406	8,505,307
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 3)	15,930,439	11,016,177
Less: restricted portion of cash and temporary investments (Note 7)	(2,773,033)	(2,510,870)
	13,157,406	8,505,307
Cash flows supplementary information		
Interest received	402,956	589,215
Interest paid	426,794	411,033

See accompanying notes

MACKENZIE COUNTY

(Schedule 1)

Schedule of Changes in Accumulated Surplus

As at December 31, 2020

	Unrestricted Surplus	Restricted Operating	Restricted Capital	Equity in Capital Assets	2020 \$	2019 \$
Balance, beginning of year	5,056,920	10,683,441	12,931,457	178,902,297	207,574,115	210,678,176
Excess (deficiency) of revenues over expenses	1,315,362	-	-	-	1,315,362	(3,104,061)
Unrestricted funds designated for future use	(3,817,495)	896,908	2,920,587	-	-	-
Restricted funds used for operations	1,152,313	(1,146,616)	(5,697)	-	-	-
Restricted funds used for tangible capital assets	-	(91,108)	(1,302,748)	1,393,856	-	-
Current year funds used for tangible capital assets	(3,414,141)	-	-	3,414,141	-	-
Disposal of tangible capital assets	604,460	-	-	(604,460)	-	-
Annual amortization expense	10,146,270	-	-	(10,146,270)	-	-
Long term debt repaid	(1,538,282)	-	-	1,538,282	-	-
Balance, end of year	9,505,407	10,342,625	14,543,599	174,497,846	208,889,477	207,574,115

Draft for discussion purposes

MACKENZIE COUNTY
Schedule of Tangible Capital Assets
As at December 31, 2020

(Schedule 2)

	Land and Improvements	Buildings	Engineered Structures	Machinery Equipment	Vehicles	2020 \$	2019 \$
Cost							
Balance, beginning of year	10,916,604	20,068,866	369,771,240	19,528,909	5,300,081	425,585,700	416,423,710
Acquisition of tangible capital assets	8,600	584,620	795,971	1,225,434	500,329	3,114,954	7,112,460
Construction in progress	96,655	-	1,596,388	-	-	1,693,043	3,791,206
Disposal of tangible capital assets	-	(11,733)	-	(986,340)	(297,000)	(1,295,073)	(1,741,676)
Balance, end of year	11,021,859	20,641,753	372,163,599	19,768,003	5,503,410	429,098,624	425,585,700
Accumulated amortization							
Balance, beginning of year	2,465,571	5,776,955	213,956,500	7,516,970	2,447,251	232,163,247	222,739,947
Annual amortization	329,369	514,138	7,473,983	1,512,711	316,069	10,146,270	9,969,698
Accumulated amortization on disposals	-	(3,908)	-	(400,605)	(287,000)	(690,613)	(546,398)
Balance, end of year	2,794,940	6,288,085	221,430,483	8,629,076	2,476,320	241,618,904	232,163,247
2020 net book value of tangible capital assets	8,226,919	14,353,668	150,733,116	11,138,927	3,027,090	187,479,720	193,422,453
2019 net book value of tangible capital assets	8,451,033	14,291,911	155,814,739	12,011,939	2,852,831		193,422,453

MACKENZIE COUNTY
Schedule of Property and Other Taxes
As at December 31, 2020

(Schedule 3)

	Budget \$ (Unaudited)	2020 \$	2019 \$
Taxation			
Real property taxes	18,898,229	18,762,019	19,430,768
Linear property taxes	12,073,032	11,986,015	13,340,342
Government grants in place of property taxes	139,143	139,140	136,028
Special assessments and local improvement taxes	(2,240)	(2,224)	73,576
	31,108,164	30,883,950	32,980,714
Requisitions			
Alberta School Foundation Fund	6,847,171	6,618,889	6,305,895
Mackenzie Housing Management Board	534,997	533,715	608,793
Designated industrial property	79,534	79,549	97,114
	7,461,612	7,232,153	7,011,802
Net Municipal Taxes	23,046,552	23,651,797	25,968,912

Draft for discussion purposes

MACKENZIE COUNTY
Schedule of Government Transfers
As at December 31, 2020

(Schedule 4)

	Budget \$ (Unaudited)	2020 \$	2019 \$
Transfers for Operating			
Federal Government	-	-	51,500
Provincial Government	649,378	1,715,864	1,371,695
	649,378	1,715,864	1,423,195
Provincial Government - Chuckegg Wildfire Disaster (Note 14)	-	2,265,886	6,497,495
Provincial Government - Northern Alberta Overland Flooding Disaster (Note 15)	-	4,732,307	-
	649,378	8,704,057	7,920,690
Transfers for Capital			
Provincial Government	2,130,000	1,878,267	5,293,868
	2,130,000	1,878,267	5,293,868
Total Government Transfers	2,779,378	10,582,324	13,214,558

Draft for discussion purposes

MACKENZIE COUNTY
Schedule of Consolidated Expenses by Object
As at December 31, 2020

(Schedule 5)

	Budget \$ (Unaudited)	2020 \$	2019 \$
Consolidated Expenses by Object			
Salaries, wages and benefits	10,201,369	8,711,261	9,709,526
Contracted and general services	4,174,858	6,799,716	6,480,793
Materials, goods, supplies and utilities	7,814,446	5,273,202	6,224,545
Transfers to other governments (Note 12)	2,143,586	1,793,917	1,385,766
Transfers to local boards and agencies	2,454,240	2,108,278	2,346,833
Bank charges and short term interest	21,000	24,827	26,984
Interest on long term debt	432,994	426,794	421,139
Amortization of tangible capital assets	9,969,698	10,146,270	9,969,698
Loss on disposal of capital assets	-	116,720	471,827
Property tax bad debt expense (Note 4)	350,000	1,689,212	4,092,837
	37,562,191	37,090,197	41,129,948
Chuckegg Wildfire Disaster (Note 14)	-	-	9,464,347
Northern Alberta Overland Flooding Disaster (Note 15)	-	4,846,763	-
Total expenses including disaster	-	41,936,960	41,129,948

Draft for discussion purposes

MACKENZIE COUNTY
Schedule of Segmented Disclosure
As at December 31, 2020

(Schedule 6)

	General Government	Protective Services	Transportation Services	Environmental Services	Planning & Development	Recreation & Culture	Other	Total \$
Revenue								
Net municipal taxes	23,524,021	-	109,481	18,295	-	-	-	23,651,797
Government transfers for operations	1,078,624	-	186,961	-	109,547	-	340,732	1,715,864
User fees and sales of goods	112,026	43,862	88,612	4,627,848	19,462	94,297	-	4,986,107
Investment income	402,956	-	-	-	-	-	-	402,956
Other	1,796,266	28,762	32,966	87,368	736,936	-	1,500	2,683,798
	26,913,893	72,624	418,020	4,733,511	865,945	94,297	342,232	33,440,522
Expenses								
Salaries, wages and benefits	2,732,550	343,353	3,058,883	1,138,732	1,240,244	197,502	-	8,711,261
Contracted and general services	1,433,217	326,094	2,087,439	1,412,039	1,286,149	247,054	7,724	6,799,716
Materials, goods, supplies and utilities	699,764	133,456	3,232,156	794,136	324,838	88,852	-	5,273,202
Transfers to other local government and boards	1,793,917	-	-	-	126,678	1,197,706	783,894	3,902,195
Interest on long term debt	2,204	-	396,708	20,894	-	6,988	-	426,794
Property tax bad debt expense (Note 4)	1,689,212	-	-	-	-	-	-	1,689,212
Loss on disposal of capital assets	-	10,000	104,225	-	-	2,495	-	116,720
Other	24,827	-	-	-	-	-	-	24,827
	8,375,691	812,903	5,879,411	3,365,801	2,977,906	1,740,597	791,618	26,943,927
Net revenue (expenditure) before amortization	18,538,202	(740,279)	(8,461,391)	1,367,710	(2,111,961)	(1,646,300)	(449,386)	6,496,595
Amortization of tangible capital assets	356,995	216,747	6,703,690	2,204,778	61,549	602,511	-	10,146,270
Net revenue (expenditure) before disasters and transfers	18,181,207	(957,026)	(15,165,081)	(837,068)	(2,173,510)	(2,248,811)	(449,386)	(3,649,675)
Recovery from Chuckegg Wildfire Disaster (Note 14)	-	-	-	-	-	-	2,255,886	2,255,886
Deficiency from Northern Alberta Overland Flooding Disaster (Note 15)	-	-	-	-	-	-	(114,456)	(114,456)
Net revenue (expenditure) before transfers for capital	18,181,207	(957,026)	(15,165,081)	(837,068)	(2,173,510)	(2,248,811)	1,692,044	(1,508,245)
Government transfers for capital	-	289,372	839,412	475,883	273,600	-	-	1,878,267
Non-government transfers for capital	-	-	400,000	-	545,340	-	-	945,340
2020 net revenue (expenditure)	18,181,207	(667,654)	(13,925,669)	(361,185)	(1,354,570)	(2,248,811)	1,692,044	1,315,362
2019 net revenue (expenditure)	17,135,116	(496,214)	(12,173,254)	(719,438)	(1,267,034)	(2,030,465)	(3,552,772)	(3,104,061)

Draft for discussion purposes

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

1. Summary of significant accounting policies

Basis of presentation

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

Reporting entity

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

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

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

Basis of accounting

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

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

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

(continues)

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

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

Use of estimates

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

Significant estimates include:

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

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments maturing within 90 days and are valued at cost plus accrued interest.

Tax revenue

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

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

Investments

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

Requisition over-levy and under-levy

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

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

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

(*continues*)

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

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

Inventories for resale

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

Gravel pit reclamation

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

Government transfers

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

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

(continues)

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

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

Non-financial assets

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

a) Tangible capital assets

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

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

b) Contributions of tangible capital assets

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

c) Leases

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

d) Inventories

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

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

2. Recent accounting pronouncements published but not yet adopted

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

Section PS 3450 - Financial Instruments

The new Section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. In conjunction with this new Section, Section PS1201, Section PS 2601 and Section 3041 have been amended as a consequence of the introduction of new financial instruments standards. These amendments were required to present the associated gains and losses with financial instruments recognized under the new Section. The new Section and the related amendments are effective for fiscal periods beginning on or after April 1, 2022.

Section PS 3280 - Asset Retirement Obligations

This new Section establishes standards on how to account for and report a liability for asset retirement obligations. This Section applies to fiscal years beginning on or after April 1, 2022. Earlier adoption is permitted. As a consequence of the issuance of Section PS3280, Solid Waste Landfill Closure and Post-Closure Liability, Section PS3270, has been withdrawn. Section PS3270 will remain in effect until the adoption of Section PS3280.

Section 3400 - Revenue

This new Section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. This Section applies to fiscal years beginning on or after April 1, 2023.

3. Cash and temporary investments

	2020	2019
Cash	\$ 12,429,473	\$ 3,651,041
Temporary investments	3,500,966	7,365,136
	\$ 15,930,439	\$ 11,016,177

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

Included in cash and temporary investments is a restricted amount of \$6,368,350 (2019 - \$4,917,983) comprised of deferred revenue not expended (Note 7) and for capital projects, vehicle and equipment replacement and infrastructure upgrades.

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

4. Taxes receivable

	2020	2019
Taxes receivable - current	\$ 4,649,783	\$ 3,195,579
Taxes receivable - arrears	3,853,721	2,033,622
Subtotal	8,503,504	5,229,201
Less: allowance for doubtful accounts	(6,062,895)	(4,545,958)
	\$ 2,440,609	\$ 683,243

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

Property tax bad debt expense is included in the administration expense category on the consolidated statement of operations. In 2020, this amount is \$1,689,212 (2019 - \$4,092,837).

5. Investments

	2020	2019
Short term deposits	\$ 289,650	\$ 4,139,894
Long term deposits	10,062,258	5,506,085
Government and government guaranteed bonds	596,374	878,305
	\$ 10,948,282	\$ 10,524,284

Short term deposit has an effective interest rate of 1.91% (2019 - 2.4% to 3.22%) with a maturity date in April 2021. Market value of the short term notes and deposits is \$293,576 (2019 - \$4,180,650).

Long term deposits have effective interest rates of 0.8% to 3.3% (2019 - 1.5% to 3.3%) with maturity dates from April 2022 to February 2028. Market value of the long term investments is \$10,318,565 (2019 - \$5,565,922).

Government and government guaranteed bonds have effective interest rates of 2.45% to 2.55% (2019 - 2.45% to 3.55%) with maturity dates from June 2025 to June 2027. Market value of the bonds is \$658,952 (2019 - \$907,909).

Council has designated funds of \$10,948,282 (2019 - \$10,524,284) included in the above amounts for capital projects, vehicle and equipment replacement and infrastructure upgrades.

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

6. Accounts payables and accrued liabilities

	2020	2019
Government payroll remittance payable	\$ 20,401	\$ -
Trade payables and accruals	1,368,209	1,852,061
Holdback payables	234,481	144,983
Gravel pit reclamation liability	1,815,208	1,804,676
Employee payable (wages and accrued overtime)	473,263	501,556
Long term debt interest payable	35,325	41,526
	\$ 3,946,887	\$ 4,344,802

7. Deferred revenue

	2020	2019
Municipal Sustainability Initiative (MSI) capital	\$ 1,276,223	\$ 2,388,539
Disaster Recovery Program	544,211	-
Municipal Operating Support Transfer	498,797	-
Gas Tax Fund	401,660	-
Family and Community Support Services	24,892	-
Disaster relief funding	15,000	10,000
Community and Regional Economic Support	12,250	-
Alberta Community Partnership (ACP) - Intermunicipal Collaboration	-	103,921
Natural Disaster Mitigation	-	8,410
	\$ 2,773,033	\$ 2,510,870

The use of these funds are restricted to eligible projects as approved under the agreements. Unexpended funds are supported by cash and temporary investments (Note 3).

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

8. Long-term debt

	2020	2019
Tax supported debentures	\$ 12,981,874	\$ 14,520,156

Principal and interest repayments are as follows:

	Principal	Interest	Total
2021	\$ 1,361,746	\$ 389,989	\$ 1,751,735
2022	1,141,345	351,942	1,496,287
2023	965,591	324,432	1,290,023
2024	994,733	295,290	1,290,023
2025	1,024,813	265,210	1,290,023
Thereafter	7,493,646	988,011	8,481,657
	\$ 12,981,874	\$ 2,617,874	\$ 15,599,748

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at rates ranging from 1.47% to 4.50% per annum and matures in periods 2021 through 2033. The average annual interest rate is 3.08% for 2020 (3.06% for 2019).

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

Interest on long-term debt amounted to \$426,794 (2019 - \$421,139).

The Municipality's total cash payments for interest in 2020 were \$432,995 (2019 - \$411,033).

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MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

9. Debt limits

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

	2020	2019
Total debt limit	\$ 49,985,783	\$ 52,840,566
Total debt	(12,981,874)	(14,520,156)
Amount of debt limit unused	\$ 37,003,909	\$ 38,320,410
Debt servicing limit	\$ 8,330,951	\$ 8,806,861
Debt servicing	(1,751,735)	(1,971,275)
Amount of debt servicing limit unused	\$ 6,579,216	\$ 6,835,586

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

10. Inventory for consumption

	2020	2019
Parts and supplies	\$ 969,524	\$ 1,017,334
Gravel	1,522,616	1,876,280
	\$ 2,492,140	\$ 2,893,614

11. Equity in tangible capital assets

	2020	2019
Tangible capital assets (Schedule 2)	\$429,098,624	\$425,585,700
Less: Accumulated amortization (Schedule 2)	241,618,904	232,163,247
Less: Long-term debt (Note 9)	12,981,874	14,520,156
	\$174,497,846	\$178,902,297

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

12. Transfers to other governments

	2020	2019
Town of High Level	\$ 543,917	\$ 589,366
Town of Rainbow Lake	1,250,000	796,400
	\$ 1,793,917	\$ 1,385,766

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

13. Accumulated surplus

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

	2020	2019
Equity in tangible capital assets (Note 11)	\$174,497,846	\$178,902,297
Operating reserves (Schedule 1)	10,342,625	10,683,441
Capital reserves (Schedule 1)	14,543,599	12,931,457
Unrestricted surplus (Schedule 1)	9,505,407	5,056,920
	\$208,889,477	\$207,574,115

14. Chuckegg Wildfire Disaster

The Municipality continues to incur expenditures relating to the 2019 Chuckegg Wildfire. Disaster Recovery Program submissions have been completed and are awaiting government approval. Additional projects of \$2,255,886 have been approved by April 28, 2021 and are recognized as revenue in 2020. The remaining expenses have not been confirmed by Disaster Recovery Program, as such, collection of the funds is undeterminable and therefore not included in 2020 revenue. The following is a summary of items included in the 2020 financial statements:

	2020	2019
Disaster Recovery Program assistance (Schedule 4)	\$ 2,255,886	\$ 6,497,495
Chuckegg Wildfire Disaster expenses incurred (Schedule 5)	-	(9,464,347)
Recovery (deficiency) from Chuckegg Wildfire Disaster	\$ 2,255,886	\$ (2,966,852)

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

15. Northern Alberta Overland Flood

The Municipality incurred approximately \$5 million in expenditures relating to the Northern Alberta Overland Flood. Disaster Recovery Program submissions are being completed and are awaiting government approval. Advances of \$5 million have been issued by April 28, 2021 and revenue equivalent to the approved expenditures has been recognized in 2020. The remaining expenses have not been approved by Disaster Recovery Program, as such, collection of the funds is undeterminable and therefore not included in 2020 revenue. The following is a summary of items included in the 2020 financial statements:

	2020
Disaster Recovery Program assistance (Schedule 4)	\$ 4,832,307
Northern Alberta Overland Flood disaster expenses incurred in 2020 (Schedule 5)	(4,846,763)
Deficiency from Northern Alberta Overland Flood	(114,456)

16. Salary and benefits disclosure

Disclosure of salaries and benefits for municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits & allowances (2)	2020	2019
Josh Knelsen - Reeve	\$ 4,740	\$ 219	\$ 74,959	\$ 82,739
Peter Braun	44,500	4,529	49,029	54,550
Lisa Wardley	57,840	3,946	61,786	65,841
Walter Sarapuk	36,470	2,304	38,774	37,839
Jacquie Bateman	33,100	219	33,319	34,799
Eric Jorgensen	41,630	219	41,849	48,977
Cameron Cardinal	50,420	4,825	55,245	50,980
David Driedger	37,680	4,188	41,868	45,856
Anthony Peters	32,640	2,304	34,944	39,619
Ernest Peters	32,380	3,923	36,303	41,026
Chief Administrative Officer	209,244	32,131	241,375	279,599
Designated Officer	-	-	-	3,155
	\$ 650,644	\$ 58,807	\$ 709,451	\$ 784,980

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

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

17. Local Authorities Pension Plan

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

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

The Municipality is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount.

Total current service contributions by the Municipality to the LAPP in 2020 were \$565,907 (2019 - \$572,358). Total current service contributions by the employees of the Municipality to the Local Authorities Pension Plan in 2020 were \$503,254 (2019 - \$518,977).

At December 31, 2019, the LAPP disclosed an actuarial surplus of \$7.9 billion.

18. Segmented disclosure

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

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

19. Financial instruments

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

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

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

MACKENZIE COUNTY
Notes to Financial Statements
Year Ended December 31, 2020

20. Pandemic risk

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and measures put in place have multiple impacts on local, provincial, national and global economies. As at April 28, 2021, the Municipality is aware of these changes in its operations as a result of the COVID-19 crisis. Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance. As a result, we are unable to estimate the potential impact on the Municipality's operations as of the date of these financial statements.

21. Budget amounts

Budget amounts are included for information purposes only and are not audited.

22. Comparative figures

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

23. Approval of financial statements

Council and Management have approved these financial statements.

Draft for discussion purposes only



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	Expense Claims – Councillors

BACKGROUND / PROPOSAL:

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

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

- March – All Councillors

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2021 Operating Budget

SUSTAINABILITY PLAN:

N/A

Author: J Batt Reviewed by: _____ CAO: _____

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Councillor expense claims for March 2021 be received for information.

Author: J Batt Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	Expense Claims – Members at Large

BACKGROUND / PROPOSAL:

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

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

Name	Board/Committee	Month
Dicky Driedger	Agricultural Service Board	March 2021
Joe Peters	Agricultural Service Board	March 2021
Erik Carter	Municipal Planning Commission	March 2021
Wally Schroder	Subdivision Appeal Board	March 2021
Karen Egge	Subdivision Appeal Board	March 2021

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

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2021 Operating Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Member at Large Expense Claims for March 2021 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers – April 10 – April 23, 2021

BACKGROUND / PROPOSAL:

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

All invoices are authorized by Managers, Directors, and or the CAO in accordance with the Purchasing Policy. Cheques are released on a weekly basis unless otherwise required for operational needs. Copies of the April 10 - 23, 2021 cheque registers will be available on meeting day.

OPTIONS & BENEFITS:

Administration will continue to present all new cheque registers at each Council meeting.

COSTS & SOURCE OF FUNDING:

2021 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the cheque registers from April 10 - April 23, 2021 be received for information.

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

BYLAW NO. 1222-21
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO PROVIDE FOR OFF-SITE LEVIES FOR THE PURPOSE OF NORTH STORM
WATER MANAGEMENT PLAN IN THE HAMLET OF LA CRETE

WHEREAS, pursuant to section 648 of the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, a municipality has the authority to pass an Off-Site Levy Bylaw; and

WHEREAS, the Council of Mackenzie County, in the province of Alberta, has deemed it necessary to establish an Off-Site Levy Bylaw to pay for the capital costs of new storm water management facilities in the Hamlet of La Crete; and

WHEREAS, the Council of Mackenzie County deems it necessary to require agreements to be entered into with owners of the lands within the boundaries of the Benefitting Areas that are to be subdivided or developed in respect of the payment of the Off-Site Levy; and

WHEREAS, Mackenzie County has prepared a La Crete North Storm Design Report;

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

1. **CITATION**

1.1 This bylaw may be cited as the La Crete North Storm Off-Site Levy Bylaw and referred to herein as “this Bylaw”.

2. **DEFINITIONS**

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

- a) Act – means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto;
- b) Administration – means Mackenzie County Administrative Staff;
- c) Benefiting Lands – means those areas located within Mackenzie County which will benefit from the Off-Site Infrastructure or Improvements subject of this Bylaw;

- d) Council – means the Municipal Council of Mackenzie County in the Province of Alberta, as duly elected and defined in the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto;
- e) County – means the municipal district of Mackenzie County in the Province of Alberta;
- f) Developer – means a person or entity who submits a Subdivision or Development Permit Application, pursuant to this Bylaw;
- g) Off-Site Infrastructure or Off-Site Improvements – means the projects specified in Schedule “A” of this Bylaw for the purposes of storm water management in the Hamlet of La Crete.

3. **APPLICATION**

- 3.1 The total recoverable cost of the Off-Site Infrastructure, subject of this Bylaw is shown in Schedule “A” Section 6.0;
- 3.2 The Off-Site Levy fee is applicable to any Benefiting Lands as shown in Schedule “A” Figures 1 & 2;
- 3.3 The Off-Site Levy fee is charged in accordance with Schedule “A” Executive Summary;
- 3.4 Where it is determined that a development agreement is appropriate for an application for development or subdivision, the developer shall enter into a development agreement with the County and such development agreement shall ensure:
 - a. that provision is made for the payment of the Off-Site Levies as specified in this Bylaw with reasonable interest on the cost of improvements paid for in whole or in part by the municipality as established under the conditions of approval of the development permit for subdivision approval; or
 - b. that provision may be made for the deferring of payment of the Off-Site Levies to a future time certain or uncertain.
- 3.5 In the event that any of the Off-Site Levies imposed by this Bylaw or any other County Bylaw are not paid at the time specified in the development agreement, the County’s Chief Administrative Officer is hereby authorized to impose the unpaid sums of money on the lands that are subject of the development agreement, and thereafter collect the same as unpaid taxes in accordance with the provisions of the Act.

4. **SEVERABILITY**

4.1 If at any time any provision of this Bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then that provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and shall be continued as if it had been enacted without the illegal, invalid, or ultra vires provision.

5. **REPORTING**

5.1 Administration will review the status of Off-Site Levies and provide a report to Council on an annual basis.

6. **ENACTMENT**

6.1 Schedules "A" forms part of this bylaw.

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

READ a first time this __ day of _____, 2021.

READ a second time this __ day of _____, 2021.

READ a third time and finally passed this __ day of _____, 2021.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

Schedule "A"
La Crete North Storm Design Report

La Crete North Storm Design Report

*Mackenzie County
Hamlet of La Crete*

November 17, 2020

HELIX
Engineering Ltd.

#202, 10514 67 Avenue
Grande Prairie, AB T8W 0K8
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HELIX ENGINEERING LTD.

DISCLAIMER

This Design Report has been prepared by HELIX ENGINEERING LTD for use in preliminary design concepts for the La Crete North Storm Design Report for the Hamlet of La Crete in Mackenzie County. The information and data contained herein represent HELIX's best professional judgement in light of the knowledge and information available to HELIX at the time of preparation. This Report and the information and data contained herein are to be treated as confidential and may be used and relied on only by HELIX and its employees. HELIX denies any liability whatsoever to other parties who may obtain access to this document for any injury, loss, or damage suffered by such parties arising from their use of, or reliance upon, this study or any of its contents without the express written consent of HELIX ENGINEERING LTD.

CORPORATE AUTHORIZATION

This document entitled "La Crete North Storm Design Report" was prepared by Helix Engineering Ltd.

 Nov 19/20

APEGA 'Permit To Practice' # P11731



Randy Glenn, P. Eng

This is a scanned copy of the original.

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EXECUTIVE SUMMARY

Helix Engineering Ltd. has been retained to provide a storm water management plan for an area north of 109 Avenue in the Hamlet of La Crete. In addition, a problem area south of 109 Avenue was identified and our scope included finding a solution. The drainage basin encompasses 217.6 ha of land in a mix of residential and commercial / light industrial land use. The basin includes some developed areas, some infill areas as well as areas of new development.

The servicing strategy includes three (3) interconnected storm water ponds and a conveyance system of ditches, culverts, and gravity trunk sewers. The Overall Concept is shown on Figure 3.

Interim servicing for the lands south of 109 Avenue is accomplished with using Pond A as a zero-discharge pond with a temporary connection to the existing storm sewer at 101 Street. With zero discharge, Pond A will store 100% of the runoff and empty into the storm system only after the downstream pipes have capacity.

The estimated cost for the servicing strategy is \$2,353,200 including engineering and contingencies. Based on this cost, levies have been calculated as \$10,810 /ha.

1.0 GENERAL

The purpose of this report is to consider storm water management for the north area of La Crete. The report also addresses a problem area identified by the County as shown on Figure 1. The report presents conceptual designs for the proposed infrastructure. Final detailed engineering design will be in accordance with the latest Mackenzie County General Municipal Improvement Standards.

2.0 SERVICE AREA

The service area is 217.6 ha. The lands included area as follows:

North of 109 Avenue (TWP RD 1060) – Management Area

- South half of SW16-106-15-5
- SE16-106-15-5
- SW15-106-15-5

South of 109 Avenue (TWP RD 1060) – Problem Area

- Portions of North half of 9-106-15-5

The area north of 109 Avenue requires a stormwater management plan. The report provides this.

The area south of 109 Avenue has been substantially developed with no storm water management. The area has been identified as a problem for major drainage. The report seeks to provide a long-term solution.

3.0 PROPOSED LAND USE

The proposed land use and existing topography for the basin is shown on Figure 2. The area is a mix of residential with commercial and light industrial. The land use and benefitting areas are shown on Table 1.

TABLE 1 - BENEFITTING AREAS					
	South of 109 Avenue		North of 109 Avenue		Total
	Existing	Future	Existing	Future	
Residential	16.0	41.6	-	32.0	89.6
Commercial/Light Industrial	-	-	12.8	115.2	128.0
Total	16.0	41.6	12.8	147.2	217.6

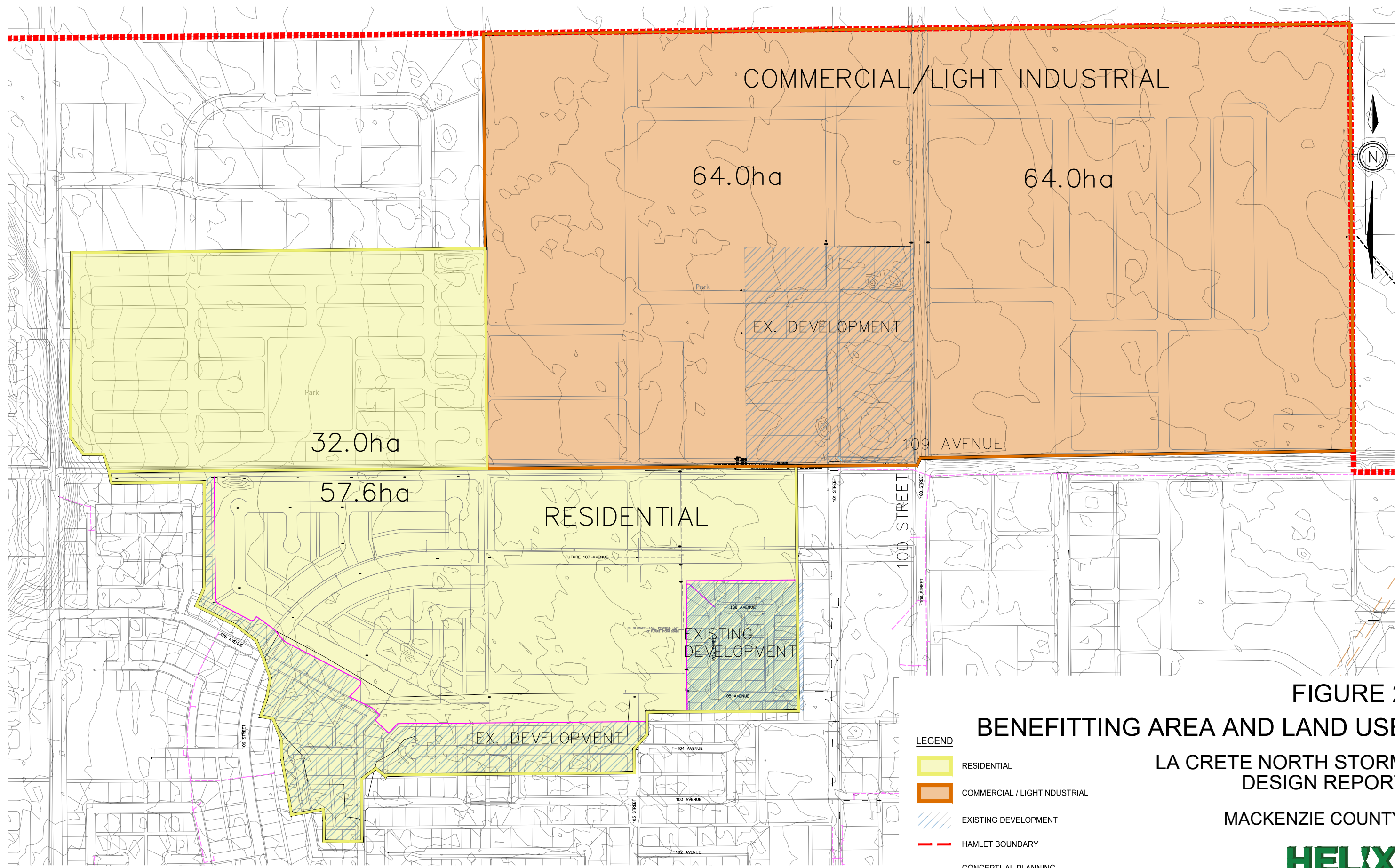
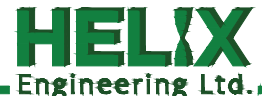


FIGURE 2
BENEFITTING AREA AND LAND USE

LA CRETE NORTH STORM
 DESIGN REPORT

MACKENZIE COUNTY

- LEGEND**
- RESIDENTIAL
 - COMMERCIAL / LIGHT INDUSTRIAL
 - EXISTING DEVELOPMENT
 - HAMLET BOUNDARY
 - CONCEPTUAL PLANNING



4.0 DESIGN CRITERIA

The design criteria used in the preliminary design is in accordance with the County Mackenzie County General Municipal Improvement Standards dated July 2014 and current Alberta Environment and Parks (AEP) guidelines. The preliminary design is based on the following criteria:

- 400 cu.m/ha storage required for Residential
- 550 cu.m/ha storage required for commercial and light industrial
- Rational method for estimating peak flows
- 5.0 l/s/ha pre-development flow rate
- 5:1 pond side slope from 1m above Normal Water Level (NWL)
- 7:1 pond side slope from 1m above NWL to 1m below NWL
- Minimum 2m water depth below NWL
- High Level IDF curves

The drainage system is addressed in two parts, the major and the minor system. Typically, the minor system is a series of catch basins and pipes that convey the 1:5 year rainfall event. The major system is the overland flow route for greater than the 1:5 year event, sized for the 1:100 year rainfall event. The major system can be the road/curbs/gutters or it can be the series of ditches and culverts. The major system also includes storage facilities, typically ponds, to attenuate the flows to pre-development rates, thereby minimizing the impact of development on the downstream systems.

5.0 DRAINAGE CONCEPT

As per the design criteria, the drainage concept has been developed to convey major and minor flows to storm water ponds. The ponds will store excess runoff generated from development and release to the downstream system at the pre-development flow rate. The resulting system will satisfy this requirement for the existing and future development areas defined by the basin.

Problem Area

The problem area south of 109 Avenue offers a few challenges to the system. In the absence of stormwater management facilities, the area is experiencing drainage issues during significant events. The undeveloped lands in this area have been subdivided into smaller parcels with multiple landowners. This makes assembling a storm water pond site difficult. Ultimately, it was determined the best option would be to site the facility for this area on the north side of 109 Avenue. Negotiations have occurred with the landowner and the land acquisition looks promising. There is pressure to develop this facility in the immediate future.

Ultimate Concept

The ultimate concept is shown on Figure 3. The system consists of ditches, storm sewer, culverts, and storm ponds. Runoff is directed to a series of 3 ponds, labelled as A, B and C. Ponds A and B are connected by an equalization pipe and will function as one pond. Controlled discharge from Pond A will flow east through ditches and culverts into Pond C. Controlled discharge from Pond C will be directed to the existing drainage course to the east on the lagoon site. To illustrate how these systems will work together, a profile of the system is provided on Figure 4.

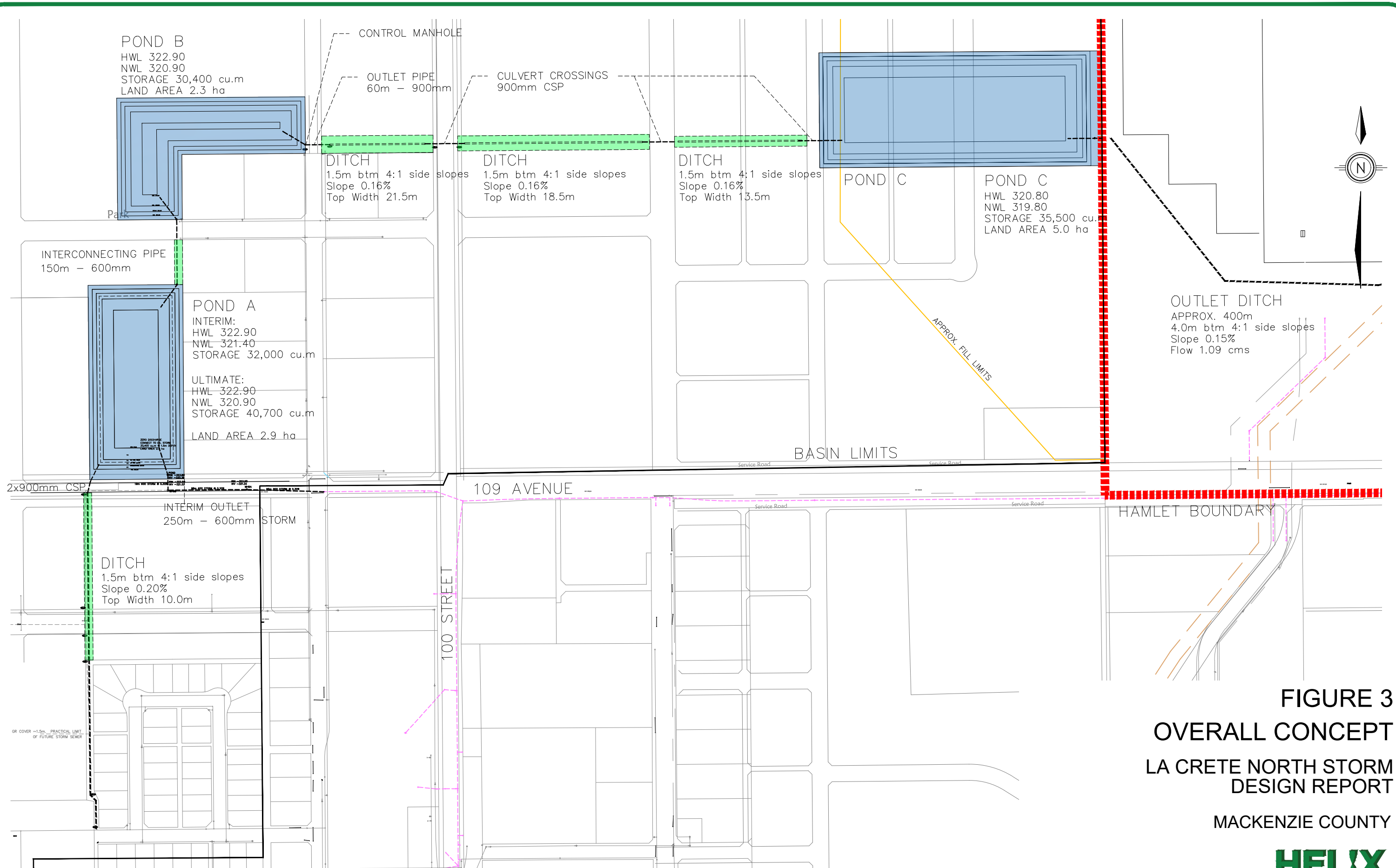


FIGURE 3
OVERALL CONCEPT
LA CRETE NORTH STORM
DESIGN REPORT
MACKENZIE COUNTY

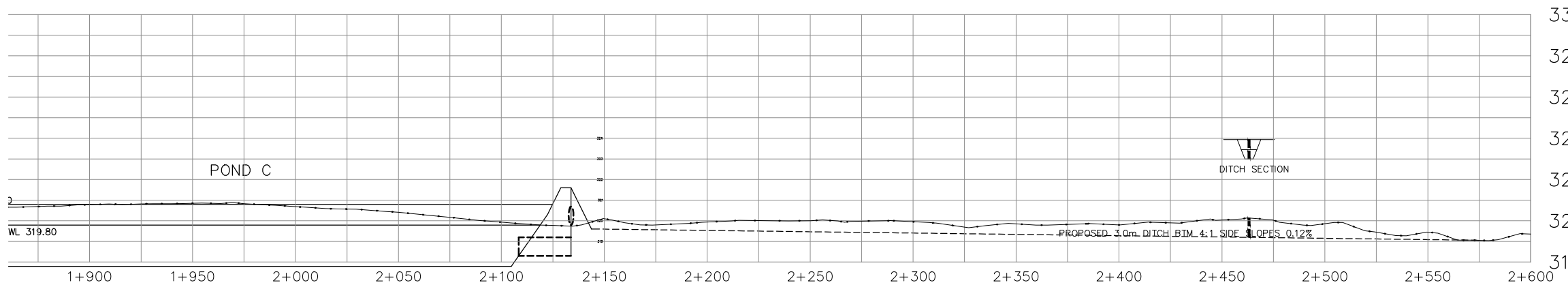
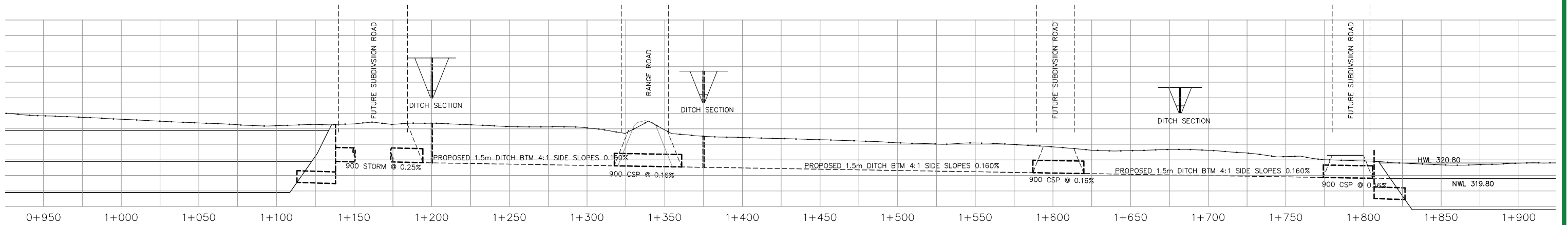
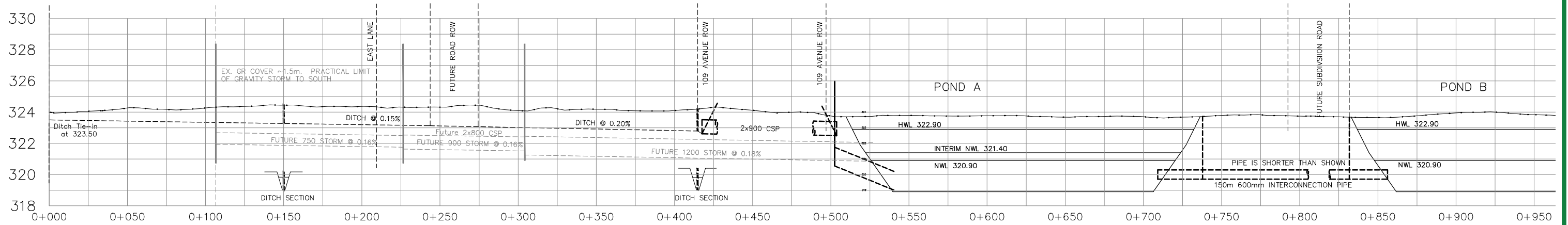
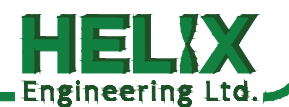


FIGURE 4
SYSTEM PROFILE
 LA CRETE NORTH STORM
 DESIGN REPORT
 MACKENZIE COUNTY



Interim Servicing

The ultimate system relies on the three ponds and the associated conveyance system to be in place. The immediate need is for Pond A. Interim construction of Pond A requires that the pond have an outlet, which will not exist until the ultimate system is constructed. On an interim basis, the outlet will be provided with a connection to the existing storm sewer system located at 109 Avenue and 101 Street. This system was not sized to accommodate flows from the pond. To ensure that the existing storm system is protected from negative impacts due to increased flows, operation of Pond A will be modified to allow 100% of the 100 year runoff from the basin south of 109 Avenue to be stored with zero discharge from the pond. To accommodate the storm sewer connection, the interim NWL will be set at or near 321.4, roughly 0.5m higher than the ultimate. The pond will only empty into the storm only when the water level in the existing pipes subsides to free up capacity.

The conceptual pond data is summarized in Table 2.

TABLE 2 - POND DATA					
	Interim Pond A	Pond A	Pond B	Pond A & B	Pond C
Allowable Outlet - (l/s)	zero	-		768	1,088
Storage Required (cu.m)	31,553			71,040	35,200
Storage Provided (cu.m)	31,992	40,736	30,376	71,112	35,517
High Water Level (HWL)	322.9	322.9	322.9	322.9	320.8
Normal Water Level (NWL)	321.4	320.9	320.9	320.9	319.8
Pond Bottom (BTM)	319.9	319.9	319.9	319.9	317.8
Ultimate Pond A outlets to Pond B					

The ultimate concept will allow for urban servicing of the infill lands south of 109 Avenue. The water levels in Ponds A and B will allow a storm sewer connection that will service the area. This will allow the remaining lands to be developed with curb & gutter and storm sewer. The storm sewer should be designed for the 1:5 year event. The proposed ditch conveyance system that runs from south to north, crossing 109 Avenue, will continue to convey the major flows from the area. The road system should be designed to convey the major flows overland to the north-south ditch.

6.0 CONSTRUCTION COST ESTIMATES

The construction cost for the servicing concept has been estimated based on the preliminary design of the system. This includes the following:

- Ditches
- Road Culverts
- Inter-connection Pipes
- Storm Sewer
- Control Manholes
- Earthworks for storm ponds
- Erosion Control
- Restoration

In addition to the infrastructure costs, the costs estimates include the cost of land for Pond A and the associated ditching to the south. Also included:

- Cost of the servicing study
- 10% for Engineering
- 20% for Contingencies

The construction costs are summarized in Table 3.

TABLE 3 - ESTIMATED COSTS					
	Phase				Total
	Offsite	Pond A	Pond B	Pond C	
Ditching/Piping	212,700	216,000	173,400	140,900	743,000
Ponds	25,000	287,600	300,300	408,100	1,021,000
Subtotal	237,700	503,600	473,700	549,000	1,764,000
Contingencies 20%	47,500	100,700	94,700	109,800	352,700
Engineering 10%	23,800	50,400	47,400	54,900	176,500
Subtotal	309,000	654,700	615,800	713,700	2,293,200
Design Report	60,000				60,000
Project Total	369,000	654,700	615,800	713,700	2,353,200
Note: \$25,000 in Offsite ponds is the interim control manhole.					

Land cost has been included in the offsite area for the offsite conveyance system (ditches) and for the land to construct Pond A. All other lands required to complete the servicing strategy will be taken as public utility lots at the time of subdivision. The offsite area is an exception to allow for an immediate solution to the problem area south of 109 Avenue.

7.0 BASIN LEVIES

The cost to service the basin will be charged back to the benefitting lands as a development levy. The system will result in the following development levy:

System Cost	\$2,353,200
Benefitting Lands	217.6 ha
Levy	\$10,810 / ha

Appendix A

Detailed Cost Estimates

Detailed Cost Estimate

Item	Unit	Unit Price	Pond A Offsites		Pond A		Pond B		Pond A and B		Pond A, B with Offsite		Pond C		Pond A and B and C		Pond A, B, C with Offsite	
			Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
STORM PONDS																		
Common Excavation																		
To Stockpile	cu.m	3.50	-	-	62,800	219,800.00	58,602	205,107.00	121,402	424,907.00	121,402	424,907.00	79,695	278,932.50	201,097	703,839.50	201,097	703,839.50
To Fill	cu.m	4.00	-	-	-	-	-	-	-	-	-	3,600	14,400.00	3,600	14,400.00	3,600	14,400.00	
Control Manhole	lump sum	25,000.00	1	25,000.00	-	-	1	25,000.00	1	25,000.00	2	50,000.00	1	25,000.00	2	50,000.00	3	75,000.00
Topsoil and Seeding	sq.m	4.00	-	-	11,637	46,548.00	11,868	47,472.00	23,505	94,020.00	23,505	94,020.00	15,069	60,276.00	38,574	154,296.00	38,574	154,296.00
Erosion Control	sq.m	9.00	-	-	2,364	21,276.00	2,520	22,680.00	4,884	43,956.00	4,884	43,956.00	3,272	29,448.00	8,156	73,404.00	8,156	73,404.00
CONVEYANCE																		
Storm Sewer:																		
600mm UltraRib	m	350.00	248	86,800.00	-	-	150	52,500.00	150	52,500.00	398	139,300.00	-	-	150	52,500.00	398	139,300.00
750mm PVC	m	500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
900mm PVC	m	750.00	-	-	-	-	70	52,500.00	70	52,500.00	70	52,500.00	40	30,000.00	110	82,500.00	110	82,500.00
Manholes	ver.m	2,750.00	6	16,500.00	-	-	6	16,500.00	6	16,500.00	12	33,000.00	-	-	6	16,500.00	12	33,000.00
Ditching	cu.m	5.00	3,413	17,062.50	-	-	3,968	19,837.50	3,968	19,837.50	7,380	36,900.00	9,988	49,938.75	13,955	69,776.25	17,368	86,838.75
Topsoil and Seeding	sq.m	4.00	4,830	19,320.00	-	-	2,967	11,868.00	2,967	11,868.00	7,797	31,188.00	6,307	25,228.80	9,274	37,096.80	14,104	56,416.80
Culverts:																		
600mm	lin.m	325.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
800mm	lin.m	450.00	-	-	-	-	45	20,250.00	45	20,250.00	45	20,250.00	-	-	45	20,250.00	45	20,250.00
900mm	lin.m	550.00	30	16,500.00	-	-	-	-	-	-	30	16,500.00	65	35,750.00	65	35,750.00	95	52,250.00
Road Repairs:																		
Pavement	sq.m	80.00	252	20,160.00	-	-	-	-	-	-	252	20,160.00	-	-	-	-	252	20,160.00
Gravel	sq.m	40.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Land - Pond	ac	30,000.00	-	-	7.2	216,000.00	-	-	7.2	216,000.00	7	216,000.00	-	-	7.2	216,000.00	7.2	216,000.00
Land - PUL	ls	5,500.00	1.0	5,500.00	-	-	-	-	-	-	1.0	5,500.00	-	-	-	-	1.0	5,500.00
Land - PUL	ls	12,600.00	1.0	12,600.00	-	-	-	-	-	-	1.0	12,600.00	-	-	-	-	1.0	12,600.00
Ditch Oversizing	ls	500.00	1.0	500.00	-	-	-	-	-	-	1.0	500.00	-	-	-	-	1.0	500.00
Culvert Oversizing	ls	17,718.90	1.0	17,718.90	-	-	-	-	-	-	1.0	17,718.90	-	-	-	-	1.0	17,718.90
Subtotal			237,661.40		Subtotal 503,624.00		Subtotal 473,714.50		Subtotal 977,338.50		Subtotal 1,214,999.90		Subtotal 548,974.05		Subtotal 1,526,312.55		Subtotal 1,763,973.95	
Conveyance			212,700.00		216,000.00		173,400.00		389,400.00		602,100.00		140,900.00		530,400.00		743,100.00	
Ponds			25,000.00		287,600.00		300,300.00		587,900.00		612,900.00		408,100.00		995,900.00		1,020,900.00	
Construction			237,700.00		503,600.00		473,700.00		977,300.00		1,215,000.00		549,000.00		1,526,300.00		1,764,000.00	
Engineering 10%			23,800.00		50,400.00		47,400.00		97,700.00		122,000.00		54,900.00		153,000.00		176,400.00	
Basin Study			60,000.00		-		-		-		60,000.00		-		-		60,000.00	
Contingencies 20%			47,500.00		100,700.00		94,700.00		195,500.00		243,000.00		109,800.00		305,000.00		352,800.00	
Total			369,000.00		654,700.00		615,800.00		1,270,500.00		1,640,000.00		713,700.00		1,984,300.00		2,353,200.00	

Basin Area 217.6 ha
Development Levy 10,800.00 /ha



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Byron Peters, Deputy CAO
Title:	La Crete Transportation Network Analysis

BACKGROUND / PROPOSAL:

The La Crete Transportation Network Analysis project was initiated in mid-2020 in response to challenges faced by developers and some of the initial feedback that we received at the open houses for the Industrial Growth Strategy.

A primary goal of this project is to understand the traffic volume growth projections over the next 20 to 30 years, and understand when intersection upgrades may be required, and what sort of upgrades we can anticipate.

The first draft was brought to Council on November 10, 2020. Council provided feedback to Administration for the final analysis.

Administration conducted traffic counts to get a better understanding of traffic volume at the intersections of 94 Avenue and 100 Street, and 100 Street and 109 Avenue. Larger/revised radiuses for intersections and approaches to facilitate larger vehicles are discussed in Section 4 of the report, but also need to be incorporated into our General Municipal Improvement Standards (GMIS). Section 4 also provides suggestions to increase snow storage on/along county roads.

OPTIONS & BENEFITS:

This information will help the County with budgeting, and assist developers with understanding the impacts that their development is likely to have on traffic volumes. This allows a plan to be developed to upgrade key roads and intersections at the appropriate times, and provides projections to Alberta Transportation so that there is a less onerous Traffic Impact Assessment requirement on developers.

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

COSTS & SOURCE OF FUNDING:

Adoption of the La Crete Transportation Network Analysis does not include any direct costs. The County will incur a variety of costs as the region grows, but adequate pre-planning should reduce both costs and risk for the county and developers.

One option for funding future intersection improvements is provincial Strategic Transportation Infrastructure Program (STIP) funding. This program provides up to 50% matching funding for eligible projects up to \$6M (\$3M provincial contribution).

As Administration was working through the application, we were informed by Alberta Transportation that they were including an upgrade to the 697/North access intersection with the widening of Highway 697 therefore no longer requiring an immediate application.

SUSTAINABILITY PLAN:

Goal E1 That the Region's transportation system:

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

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

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

COMMUNICATION / PUBLIC PARTICIPATION:

None required.

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Transportation Network Analysis for the Hamlet of La Crete be adopted as presented.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Byron Peters, Deputy CAO
Title:	Mackenzie County Flood Mitigation-Engineering Services Procurement

BACKGROUND / PROPOSAL:

Administration recommended that an Expression of Interest for Engineering Services for Mackenzie County Flood Mitigation be issued, utilizing a matrix to short list a handful of engineering firms.

The RFP process confirmed which firm has the resources available to complete the required task within the required timelines, and which personnel will be assigned to the project. Administration reviewed the proposals as per the direction received at the April 13, 2021 council meeting:

MOTION 21-04-291 **MOVED** by Councillor Bateman

That administration provide a summary at the next council meeting of the proposals received and the successful proponents for the Request for Qualifications for the Prequalification of Engineering Consulting Services for the mitigation program.

CARRIED

All proposals were evaluated utilizing the following criteria:

Mandatory Criteria		
Section	Description	Evaluation
1	Registration with APEGA	Pass/Fail
2	Current Alberta Construction Safety Association Certificate of Recognition (COR/SECOR)	Pass/Fail
3	WCB Clearance	Pass/Fail
4	Provide evidence of insurability for professional liability,	Pass/Fail

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

	comprehensive general liability and automobile coverage, each in an amount of not less than \$2,000,000.00 per occurrence.	
--	--	--

Evaluation Requirements and Points System: Statement of Qualifications meeting the Mandatory Requirements will be evaluated based on the following for each Project:

Section	Evaluation Requirements	Points
1	Corporate Qualifications and Experience	20
2	Key Staff Qualifications and Experience / Assigned Project Team	40
3	Past Performance on Similar Projects	20
5	Local Experience	15
6	Innovation/Value Added/Sustainable Design	5
	Total	100

Eight proposals were received, with each of them providing a good value proposition to the county. However, only the top three have been/will be retained through this process. The scores of each proposal are provided below:

Associated Engineering	94
Helix Engineering	91
Beairsto & Associates Engineering & Survey	89
Wood Canada Ltd	87
McIntosh Perry Infrastructure Engineering	87
MPE Engineering	84
McElhanney Ltd	82
TeckEra Consulting Ltd	81

OPTIONS & BENEFITS:

There are several benefits of procuring engineering services for the mitigation project through this amended process: timely procurement of engineering services, ability to procure work at a preliminary stage in project assessment, ability to easily create and/or amend the scope of work, ability to require firms work together for the provision of some services (eg. geotechnical, survey, site supervision), while maintaining an open, transparent and competitive process.

COSTS & SOURCE OF FUNDING:

The special tendering process should result in cost savings through increased efficiency. Engineering costs will be covered by the mitigation funding.

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The special tendering process was publicly advertised. All firms that submitted a proposal have been notified of the results.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the summary of the Request for Qualifications for the Prequalification of Engineering Consulting Services for the mitigation program be received for information, acknowledging Associated Engineering, Helix Engineering, and Beirsto & Associates Engineering & Surveys as the successful proponents.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Don Roberts, Director of Community Services
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the April 1, 2021 Community Services Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved minutes of the April 1, 2021 Community Services Committee Meeting be received for information.

Author: N Friesen **Reviewed by:** _____ **CAO:** _____

**MACKENZIE COUNTY
Community Services Committee Meeting**

**April 1, 2021
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:	Lisa Wardley	Chair (virtual)
	Peter F. Braun	Councillor (virtual)
	Cameron Cardinal	Councillor (virtual)
	Eric Jorgensen	Councillor (virtual)
REGRETS:	Len Racher	CAO
	Josh Knelsen	Reeve
ADMINISTRATION:	Don Roberts	Director of Community Services
	Caitlyn Froese	Admin Assistant/Recording Secretary
	Colleen Sarapuk	Administrative Officer
	Jeff Simpson	Director of Operations (virtual – left meeting at 12:23 p.m.)
	Byron Peters	Deputy Chief Administrative Officer
	Chad Roberts	Communication Coordinator

Minutes of the Community Services Committee meeting for Mackenzie County held on April 1, 2021 in Fort Vermilion.

CALL TO ORDER: 1. a) Call to Order

Councillor Wardley called the meeting to order at 10:01a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION CS-21-04-019 MOVED BY Councillor Peter Braun

That the agenda be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the March 4, 2021 Community Service Committee Meeting

MOTION CS-21-04-020 MOVED BY Councillor Cameron Cardinal

That the minutes be accepted as amended.

CARRIED

DELEGATION

4. a) None

OLD BUSINESS

5. a) Campground Partnership – Communication Proposal

MOTION CS-21-04-021

MOVED BY Councillor Eric Jorgensen

That the administration develop a campaign for the Campground Partnership and bring back to the next Community Services Meeting

CARRIED

OLD BUSINESS:

5. b) Hutch Lake Dock - Quote

MOTION CS-21-04-022

MOVED BY Councillor Peter Braun

That the administration move forward with the CanDock for Hutch Lake

CARRIED

MOTION CS-21-04-023

MOVED BY Councillor Cameron Cardinal

That administration request detailed design from L.A Fabricating

CARRIED

OLD BUSINESS:

5. c) Streetscape Design & TOR – (Handout)

MOTION CS-21-04-024

MOVED BY Councillor Eric Jorgensen

That the Community Services review the streetscape plans regularly and incorporate the elements of the plan into future improvements and infrastructure while coordinating with Planning and Development where appropriate

CARRIED

MOTION CS-21-04-025

MOVED BY Councillor Eric Jorgensen

That a recommendation be made to Council to approve the Streetscape design terms of reference as amended

CARRIED

OLD BUSINESS: 5. d) None

OLD BUSINESS: 5. e) None

NEW BUSINESS: 6. a) Campground – Revenue / Expenses

MOTION CS-21-04-026 MOVED BY Councillor Peter Braun

That the Campground – Revenue / Expenses be added to and be brought back to the next Community Services Committee meeting

CARRIED

NEW BUSINESS: 6. b) Hutch Lake Caretaker – Tender Matrix

2021 Hutch Lake Campground Caretaker Matrix

Isaac Dyck

EVALUATION CRITERIA	WEIGHT	SCORE	TOTAL
Equipment	15	9	135
Experience	20	4	80
Additional services offered to the public	15	6	90
Proposal Cost	50	10	500
TOTAL	100		805

Jake Bueckert

EVALUATION CRITERIA	WEIGHT	SCORE	TOTAL
Equipment	15	9	135
Experience	20	8	160
Additional services offered to the public	15	8	120
Proposal Cost	50	10	500
TOTAL	100		915

MOTION CS-21-04-027 MOVED BY Councillor Cameron Cardinal

That Administration award the 2021 Hutch Lake Caretaker contract to Jake Bueckert while staying within budget

CARRIED

NEW BUSINESS: 6. c) Glamping Fee – Fee Schedule By-law

MOTION CS-21-04-028 MOVED BY Councillor Eric Jorgensen

That a recommendation be made to Council to amend the fee schedule by-law to include glamping at Machesis Lake at a rate of \$50 per night

CARRIED

NEW BUSINESS: 6. d) None

**INFORMATION/
CORRESPONDENCE 7. a) Action List**

MOTION CS-21-04-029 MOVED BY Councillor Cameron Cardinal

That the action list be received for information.

CARRIED

NEXT MEETING DATE: 8. a) The next Community Services Committee meeting be held on May 6, 2021 at 10:00 a.m. in Fort Vermilion

ADJOURNMENT: 9. a) Adjournment

MOTION CS-21-04-030 MOVED BY Councillor Peter Braun

That the Community Services Committee meeting be adjourned at 12:39 p.m.

CARRIED

These minutes will be presented for approval at the next the Community Services Committee Meeting.

Lisa Wardley
Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Caitlin Smith, Manager of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The approved minutes of the February 25 and March 25, 2021 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: N Friesen Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the approved Municipal Planning Commission meeting minutes of February 25 and March 25, 2021 be received for information.

Author: N Friesen **Reviewed by:** _____ **CAO:** _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, February 25, 2021 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member (virtual)
Beth Kappelar Vice Chair, MPC Member
David Driedger Councillor, MPC Member (virtual)

ADMINISTRATION: Caitlin Smith Manager of Planning and Development
Kristin Racine Development Officer
Nicole Friesen Development Officer/Recording Secretary

REGRETS: Jacquie Bateman Councillor, MPC Member

MOTION 1. CALL TO ORDER

Beth Kappelar called the meeting to order at 10:07 a.m.

2. ADOPTION OF AGENDA

MPC 21-02-019 MOVED by David Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 21-02-020 MOVED by David Driedger

That the minutes of the January 28, 2021 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

a) None

6. **SUBDIVISIONS**

a) **03-SUB-21 William & Marie Fehr
10.00 Acre Subdivision
NE 18-106-15-W5M (La Crete Rural)**

MPC 21-02-021 **MOVED** by David Driedger

That Subdivision Application 03-SUB-21 in the name of William & Marie Fehr on NE 18-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - 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.
 - i. Range Road 155 is to be extended to meet Mackenzie County standards policy PW039.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
 - g) Provision of and negotiations for utility rights-of-way

and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from 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

- b) **04-SUB-21 Frank & Tina Goertzen
1.32 Acre Subdivision
Plan 032 5931; 4; 3 (La Crete – Frank Goertzen Subdivision)**

MPC 21-02-022 **MOVED** by Erick Carter

That Subdivision Application 04-SUB-21 in the name of Frank & Tina Goertzen on Part of Plan 032 5931, Block 4, Lot 3 be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 1.32 acres (0.527 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - c) Provision of all water lines, including all fittings and valves as required by the County,
 - d) Provision of municipal servicing (water and sanitary

sewer) to each lot,

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

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

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

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:
 - i) 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. One (1) lot at \$1,000 equals **\$1,000.00**,

- ii) Off-site levies of the Water and Sewer servicing

project cost of installation are recovered through a service connection fee of **\$3,958.00** per residential lot.

The levy is calculated at \$3,958.00 per residential lot. One (1) lot at \$3,958.00 equals **\$3,958.00**

Total Levies: \$4,958.00

- p) 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

7. MISCELLANEOUS ITEMS

- a) None

8. IN CAMERA

- a) None

9. MEETING DATES

- ❖ Thursday, March 25th, 2021 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 21-02-023 **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:10 a.m.

CARRIED

These minutes were adopted this 25th day of March, 2021.

(original signed)

Erick Carter, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, March 25, 2021 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Beth Kappelar Vice Chair, MPC Member (virtual)
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member (virtual)

ADMINISTRATION: Caitlin Smith Manager of Planning and Development
Kristin Racine Development Officer
Lynda Washkevich Development Officer/Recording Secretary

MOTION 1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MPC 21-03-024 MOVED by Beth Kappelar

That the agenda be adopted as amended.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 21-03-025 MOVED by Jacquie Bateman

That the minutes of the February 25, 2021 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

**a) 032-DP-21 Courtney Miller
Dwelling – Stacked Row Housing (8 Unit) in “H-R1”
Plan 792 1881, Block 15, Lot 10**

MPC 21-03-026 MOVED by David Driedger

That Development Permit 032-DP-21 on Plan 792 1881, Block 15, Lot 10 in the name of Courtney Miller 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 are:

- a) 7.6 meters (25.0 feet) front yard;
- b) 1.5 meters (5 feet) interior sides yards; and
- c) 1.5 meters (5 feet) rear yard; from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.

- 2. The developer shall enter into a Development Agreement with Mackenzie County.
- 3. The Dwelling – Stacked Row Housing shall meet all Alberta Building Code 2019 requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
- 4. The developer must provide design drawings prior to construction. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
- 5. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
- 6. **The Municipality has assigned the following address to the noted building 10410-102 Avenue. You are required to display the address (10410) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.**

Each unit must be numbered individually from 1-8 which will

be assigned by the municipality.

7. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County's Design Standards.
8. **Provide adequate off street parking as follows: 2 stalls per dwelling unit plus 1 stall per 3 dwelling units for visitor parking. This would be a total of 18 parking stalls for the 8 units.**
9. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.
10. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.
11. **All DEVELOPMENT shall provide:**
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building; and
 - d. Parking areas adjacent to streets must be paved.
12. 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.
13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- a) **05-SUB-21 Andreas & Liane Wiebe
2 x 10.00 Acre Subdivisions
NW 35-105-14-W5M (La Crete Rural)**

MPC 21-03-027 MOVED by Beth Kappelar

That Subdivision Application 05-SUB-21 in the name of Andreas & Liane Wiebe and Heinrich & Tina Wiebe on NW 34-105-14-W5M be APPROVED with the following conditions:

1. This approval is for two (2) **TYPE B** subdivisions, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
 - g) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV006. The current market value for this property is \$7,000 per acre.

Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. **10.00 acres times \$ 700 equals \$7,000.00.**

- 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 utility 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) **06-SUB-21 Mike & Nellie Friesen
10.00 Acre Subdivision
NW 23-105-14-W5M (Wilson Prairie)**

MPC 21-03-028 MOVED by Jacquie Bateman

That Subdivision Application 06-SUB-21 in the name of Mike & Nellie Friesen on NW 23-105-14-W5M be APPROVED with the following conditions:

1. This approval is for one (1) **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

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

CARRIED

- c) **07-SUB-21 Henry Fehr
0.09 Acre Boundary Adjustment
Plan 182 2539, Block 1, Lot K (La Crete)**

MPC 21-03-029 **MOVED** by David Driedger

That boundary adjustment Application 07-SUB-21 in the name of Henry Fehr on Plan 182 2539, Block 1, Lot K & Plan 1878TR, Lot B be APPROVED with the following conditions:

1. This approval is for a **BOUNDARY ADJUSTMENT** totalling 0.09 acres (0.037 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 boundary adjustment, 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 paved 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 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,

- h) 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,
- i) 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.
 - I. Tree buffer must be planted on the west and south property lines.
- j) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- k) Any outstanding property taxes shall be paid in full prior to registration of title,
- l) 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

- d) **08-SUB-21 Northern Express Bus Line Ltd.
11.40 Acre Subdivision
SE 18-110-17-W5M (Rocky Lane)**

MPC 21-03-030 **MOVED** by Beth Kappelar

That Subdivision Application 08-SUB-21 in the name of Northern Express Bus Line Ltd. on SE 18-110-17-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 11.40 acres (4.63

hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
 - g) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV006. The current market value for this property is \$6,000 per acre. Municipal reserve is charged at 10%, which is \$ 600 per subdivided acre. **11.40 acres times \$ 600 equals \$6,840.00.**
 - 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

- e) **09-SUB-21 Mackenzie County
10.00 Acre Subdivision
Part of Plan FORTVER, Block 3, Lot 7 (Fort Vermilion)**

MPC 21-03-031 **MOVED** by Jacquie Bateman

That Subdivision Application 09-SUB-21 in the name of Mackenzie County on Plan FORTVER, Block 3, Lot 7 be APPROVED with the following conditions:

1. This approval is for a subdivision totalling 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) The proposed parcels shall be rezoned to Hamlet Residential 1 "H-R1" to accommodate the proposed use.
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
 - f) Any outstanding property taxes are to be paid on the land

proposed to be subdivided prior to registration.

- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 12xx-21 Land Use Bylaw Amendment
Rezone from Agricultural "A"
to Rural Industrial Light "RIL"
Part of SE 35-105-15-W5M (La Crete Rural)**

MPC 21-03-032 **MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 12xx-21 being a Land Use Bylaw Amendment to rezone Part of SE 35-105-15-W5M from Agricultural "A" to Rural Industrial Light "RIL" to accommodate an Industrial Use – General, subject to public hearing input.

CARRIED

8. IN CAMERA

- a) **None**

9. MEETING DATES

- ❖ **Thursday, April 15th, 2021 @ 10:00 a.m. in La Crete**

- ❖ Thursday, April 29th, 2021 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, May 13th, 2021 @ 10:00 a.m. in La Crete
- ❖ Thursday, May 27th, 2021 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 21-03-033 MOVED by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:17 a.m.

CARRIED

These minutes were adopted this 15th day of April, 2021.

(original signed)

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2021
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2021-04-16 FVSD –Letter to Minister of Education
- 2021-04-07 Birch Hills County – Seed Royalty Stakeholder Consultation
- 2021-04-21 CN Right-Of-Way Vegetation Control
- 2021-04-16 Town of Morinville – Support for RCMP
- RMA – Regional Partnerships and Collaboration Course
-
-
-

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County Action List as of April 13, 2021

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
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 submitted
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.	Byron	In progress. Engineering report received. (WSP) Working on application. 2020 Flood Mitigation

Motion	Action Required	Action By	Status
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	Received some follow-up from Ministers Office. Continue to follow-up.
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 2021-03-09 Council
February 27, 2019 Regular Council Meeting			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	Impacted by 2020 flood In conjunction with motion 16-02-135
October 8, 2019 Regular Council Meeting			
19-10-559	That administration enter into an agreement with the owners of Tax Roll 155377 as discussed.	Jennifer	Filed in courts No progress on agreement
November 5, 2019 Regular Council Meeting			
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	Discussed at COW
January 29, 2020 Regular Council Meeting			
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	On hold. Pursuing reinstatement of commercial fishing.
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.	Byron	In progress CC:RMA & AUMA
April 22, 2020 Regular Council Meeting			
20-04-265	That the County and applicable developers co-develop a storm water management plan for the La Crete North Storm Catchment area (as delineated in red on the attached map), and that a storm water management fee of \$4,000/ha be applied effective immediately to subdivision applications within the defined catchment area, with a fee adjustment to be completed once detailed construction costs are finalized.	Byron	In progress
20-04-266	That an offsite levy bylaw be established for the La Crete North Storm Catchment area as soon as detailed construction costs are finalized.	Byron Fred Jennifer	Costs finalized. Working on draft offsite levy bylaw.
20-04-267	That administration proceed with obtaining the right-of-way on 26-108-14-W5M and that the budget be	Jeff	Project Cancelled 21/04/13

Motion	Action Required	Action By	Status
	amended to include \$50,000 for surveying, etc. with funding coming from the General Operating Reserve.		
June 5, 2020 Special Council Meeting			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
June 15, 2020 Special Council Meeting			
20-06-373	That the Fort Vermilion future development continue to be investigated.	DRT	Ongoing
June 24, 2020 Regular Council Meeting			
20-06-383	That applications be submitted for the three boat launch locations and that the Mackenzie County Search and Rescue River Access Plan be amended to include the additional access sites as identified in the 1991 Recreation Sites in the Lower Peace River Valley Report and be brought back to Council for approval.	Don	Application submitted for three boat launches. River Access Plan in progress.
20-06-396	That second reading of Bylaw 1181-20 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1" to accommodate a Manufactured Home-Mobile be TABLED.	Caitlin	Tabled due to flood recovery process.
July 15, 2020 Regular Council Meeting			
20-07-438	That Administration proceed with the one-year extension and creating a two-year sub-contract request for proposals for the Construction and Maintenance of the Tompkins Crossing Ice Bridge.	Jeff	RFP – August 2021
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP 2022 Budget
November 25, 2020 Regular Council Meeting			
20-11-742	That Administration be authorized to proceed in developing an Offsite Levy Bylaw for the benefitting area of the La Crete North Sanitary Trunk Sewer, for the purpose of recovering all costs associated with the improvements.	Byron	Working on draft offsite levy bylaw.
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw.
20-11-759	That administration proceed with developing consolidated offsite levy bylaws on a per improvement basis.	Byron	May 2021

Motion	Action Required	Action By	Status												
20-11-774	That a letter be sent to Alberta Health Services regarding critical staff shortages in Northwest Alberta.	Len	In progress												
December 2, 2020 Budget Council Meeting															
20-12-739	That a flight fuel assessment invoice in the amount of \$200,000 be sent to Alberta Forestry for the fuel flowage fee for the period May – August 2019 as per the Fee Schedule Bylaw.	Jennifer	Completed												
December 8, 2020 Regular Council Meeting															
20-12-754	That administration gather information regarding the river flows and water temperature on the Peace River within the Mackenzie County boundary.	Fred	Completed												
20-12-774	That administration request an insurance summary and bring it back to Council.	Jennifer	Completed												
December 16, 2020 Budget Council Meeting															
20-12-799	That the County lobby the provincial government (Red Tape Reduction) to consolidate grazing leases into a single tax roll to assist the province and the municipality to reduce red tape.	Len	In progress												
20-12-802	That administration develop a Policy for the reporting of fuel flowage charges at airports.	Byron	Completed												
20-12-805	That administration request that the province waive/reimburse fees associated with the River Search & Rescue Access Plan approvals.	Don	Drafting a letter to AEP												
20-12-806	That administration investigate implementing a Local Improvement on the 101 Avenue Asphalt project in the Hamlet of La Crete.	Jeff	Bringing to Council 21/04/28												
20-12-808	... administration bring forward a policy review at each Committee of the Whole Meeting.	Len	Ongoing												
January 12, 2021 Regular Council Meeting															
21-01-033	That administration request meetings with the following Ministries during the 2021 Rural Municipalities of Alberta (RMA) Spring Convention to discuss the following policy items or issues: <table border="1" data-bbox="321 1528 979 1900"> <thead> <tr> <th>Ministry:</th> <th>Priority Topics:</th> </tr> </thead> <tbody> <tr> <td>Municipal Affairs</td> <td>Disaster Recovery Petition to Form a New Municipality</td> </tr> <tr> <td>Transportation</td> <td>Bridge at Tompkins Landing High Wide Load Corridor</td> </tr> <tr> <td>Agriculture & Forestry</td> <td>Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update</td> </tr> <tr> <td>Health</td> <td>La Crete Birthing Centre</td> </tr> <tr> <td>Environment & Parks</td> <td>Agricultural Land Sales</td> </tr> </tbody> </table>	Ministry:	Priority Topics:	Municipal Affairs	Disaster Recovery Petition to Form a New Municipality	Transportation	Bridge at Tompkins Landing High Wide Load Corridor	Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update	Health	La Crete Birthing Centre	Environment & Parks	Agricultural Land Sales	Collen Len	In progress
Ministry:	Priority Topics:														
Municipal Affairs	Disaster Recovery Petition to Form a New Municipality														
Transportation	Bridge at Tompkins Landing High Wide Load Corridor														
Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update														
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Environment & Parks	Agricultural Land Sales														

Motion	Action Required	Action By	Status						
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	Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison								
Energy	Transportation Corridor								
Solicitor General	Fort Vermilion Courthouse								
January 26, 2021 Committee of the Whole Meeting									
COW-21-01-007	That administration work with the landowner for farmland access options and bring a recommendation to Council.	Byron							
January 27, 2021 Regular Council Meeting									
21-01-052	That administration investigate all costs associated with the ownership of the Fire Truck unit #9132, purchased under Section 10.11 of the Regional Service Sharing Agreement and that the transfer of ownership be TABLED.	Jennifer	Ongoing						
21-01-058	That administration proceed with negotiations to purchase the required land for the La Crete North Storm project and report back to Council prior to submitting an offer to purchase.	Byron Fred	In progress						
21-01-075	That administration proceed with the land sale of Plan 082 6817, Block 3, Lots 11MR & 12MR for the purpose of consolidation.	Caitlin	Waiting on designation removal at land titles						
February 9, 2021 Regular Council Meeting									
21-02-108	That administration bring back all grazing lease Tax Rolls over \$50 for Council review, prior to mailing notices in 2021.	Jennifer	Ongoing						
21-02-111	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the Blue Hills Community School, La Crete Public School and Fort Vermilion Public School.	Byron	In progress						
21-02-115	That administration prepare a new Land Use Bylaw Amendment to further restrict non-compatible uses near Mackenzie County airports	Caitlin	In Progress						
21-02-141	That Mackenzie County enter into an agreement for the payment of outstanding taxes with Long Run Exploration as discussed.	Jennifer	Reviewing new draft						
February 24, Regular Council Meeting									
21-02-146	That the Agricultural Land Development & Lease Proposals for NW 6 & SW 7-109-19-W5 be TABLED until further discussion with bidder.	Grant	Drafting						

Motion	Action Required	Action By	Status
March 9, 2021 Regular Council Meeting			
21-03-185	That administration include Option 4 - being place a new building on higher ground (new location) in the flood recovery work for the Fort Vermilion Airport, and that a detailed budget amendment to fund the works be presented to council prior to issuing a tender for the recovery/mitigation works.	Byron	Working with engineers
21-03-186	That council authorizes a special tendering and award process and that administration be directed to issue an Expression of Interest for Engineering Services for Mackenzie County Flood Mitigation.	Byron	Completed
March 24, 2021 Regular Council Meeting			
21-03-212	That the Caretaking – Fort Vermilion Waste Transfer Station Tenders be retendered.	Don	
21-03-213	That the hours are changed to 5:00 p.m. to 9:00 p.m. on Tuesdays and Thursdays at the Fort Vermilion Transfer Station.	Don	
21-03-219	That Council amend the 2021 budget by \$4500 for the Machesis Lake Glamping project with funds coming from the Parks and Recreation reserve	Jen	Completed
21-03-221	That the 2021 operating budget be amended by \$5,000 for the donation from TELUS Communications Inc., and be distributed as follows: <div style="margin-left: 40px;"> High Level Friendship Center - \$1,250 (25%) La Crete FCSS - \$1,250 (25%) Metis Association #74 - \$2,500 (50%) </div>	Jen	Completed
21-03-223	That the Tax Roll accounts as detailed be deemed as uncollectable, reflected as bad debt, and written off. Tax Roll #410831 outstanding balance \$ 823.64 Tax Roll #410986 outstanding balance \$ 1,615.56 Tax Roll #422125 outstanding balance \$ 67,190.96	Jen	Completed
21-03-224	That the outstanding amount of \$2,931.87 in Appendix #1 for utility accounts be written off.	Jen	Completed
21-03-225	That the outstanding amount of \$77,410.81 in Appendix #2 as amended with the removal of the Airport Parking and the Leases for accounts receivable accounts be written off.	Jen	Completed
21-03-226	That the levies & penalties in the amount of \$2,187.78 in Tax Roll Appendix #1 be written off.	Jen	Completed
21-03-227	That administration allocate all remaining grant funds from the Municipal Operating Support Transfer grant toward the decrease in property taxes collected in 2020.	Jen	Completed

Motion	Action Required	Action By	Status
21-03-228	That the 2020 budget be amended to include amortization/depreciation in the amount of \$9,969,697.	Jen	Completed
21-03-229	That \$4,500 from 2020 operating budget be contributed to the Bursaries Reserve, as per Policy RESV017 – Bursaries Reserve.	Jen	Completed
21-03-230	That the 2020 Capital budget be amended as follows: - LC-Rebuild Airport Road- 2 miles increase of \$13,473 with funding coming from the Road Reserve; - OR05-Overlay Heliport Road increase of \$3,190 with funding coming from the Road Reserve. - New Roads Infrastructure – Endeavor to Assist project funding sources be amended to \$455,000 from the Gas Tax Fund, and \$45,000 from the Road Reserve; - Waterline Hill Crest Community School increase of \$22,720 , and change funding of \$87,720 to come from the Gas Tax Fund; - Mackenzie Applied Research Association Agronomy building project increase of \$10,340 with funding coming from Mackenzie Applied Research Association. - That the \$73,500 in funding received by Alberta Environment and Parks be moved to the Water & Sewer Reserve to offset costs incurred in anticipation of the signed agreement.	Jen	Completed
21-03-231	That 2020 funds in the amount of \$158,573 be allocated to General Operating Reserve from Municipal Levy to fund 2020 One time Projects being carried into 2021.	Jen	Completed
21-03-233	That Offsite Levies/Frontage revenues in 2020 of \$82,024 be contributed to the Off-Site Levy Reserve.	Jen	Completed
21-03-234	That Gravel Aggregate revenue in 2020 of \$109,834 be contributed to the Gravel Reclamation Reserve.	Jen	Completed
21-03-235	That Municipal Reserve revenue in 2020 of \$245,377 be contributed to the Municipal Reserve.	Jen	Completed
21-03-236	That \$63,100 in 2020 operating revenue be contributed to the General Operating Reserve to fund the Town of High Level 2020 approved Capital projects in 2021 budget.	Jen	Completed

Motion	Action Required	Action By	Status
21-03-240	That the 2021 Capital budget be amended to include \$1,100,000 for the La Crete North Storm – Pond A, with funding coming from Debenture, and future off-site levies.	Fred Jen	Budget amended
21-03-241	That a borrowing bylaw, and off-site levy bylaw be developed for the purpose of funding La Crete North Storm – Pond A project.	Fred Jen Byron	1 st Reading
21-03-242	That Administration proceed with issuing a Request for Proposals for La Crete North Storm – Pond A engineering services.	Fred Byron	Tendered – Closing 2021-04-28
21-03-246	That administration be authorized to proceed with the sale of the land and transfer of title for amalgamation back into the quarter.	Caitlin	In Progress
April 13, 2021 Regular Council Meeting			
21-04-275	That the Caretaking – Buffalo Head Prairie Waste Transfer Station contract be awarded to the lowest qualified bidder, and that the operating budget be amended by \$3200 with the funds coming from the General Operating Reserve.	Don/Jen	Don – Done Jen
21-04-279	That the organizational chart be amended to include a part time summer staff employee for the Fort Vermilion Waste Transfer Station until September 2021, and the Caretakeing contract be retendered after September.	Len	
21-04-280	That the budget be amended by \$300 a month to include the part time summer staff with funding coming from the General Operating Reserve.	Jen	
21-04-291	That administration provide a summary at the next council meeting of the proposals received and the successful proponents for the Request for Qualifications for the Prequalification of Engineering Consulting Services for the mitigation program.	Byron	
21-04-293	That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Campground Glamping fees at Machesis Lake with a rate of \$50.00 per night.	Don	
21-04-294	That Administration present an amending bylaw to the Fee Schedule Bylaw as it relates to the Solid Waste Fee for Hamlet & Rural Residential Waste (up to three (3) bags)- \$5.00.	Don	
21-04-297	That the 2021 Budget be amended to include \$8186.76 for the Boiler Pump Replacement at the Northern Lights Recreation Center with funding coming from the Grants to Other Organizations Reserve – General Capital Reserve	Jen	

Motion	Action Required	Action By	Status
21-04-300	The 2021 budget be amended to include a \$50,000 budget for the North Storm Pond A – Hamlet of La Crete with the funding coming from Water Sewer infrastructure reserve.	Jen	
21-04-313	That administration proceed with further developing the Offsite levy bylaw taking into consideration the average Canadian offsite levy is 2.5% –5 %.	Byron	
21-04-315	That the letter from Alberta Environment and Parks regarding Township Road 1085A be received for information and that the County no longer pursue acquisition of the proposed right-of-way and return the existing budget to the general operating reserve.	Jen	Completed
21-04-317	That Mackenzie County sponsor the 51st Annual High Level Rodeo \$1,000 for the Saturday and Sunday half time show.	Jen	Completed
21-04-318	That Maarten Braat be invited to the April 28, 2021 regular council meeting as a delegation.	Len	
21-04-319	That the 2020 budget be amended with funding for the heliport road project in the amount of \$268,336 with funds coming from the general capital reserve and the new road infrastructure project in the amount of \$268,336 with funds coming from the general capital reserve.	Jen	Completed
21-04-325	That the 2021 capital budget be amended by \$400,000 for the Phase 1 and Phase 2 flood mitigation project with funds coming from the General Operating Reserve	Jen	



April 16, 2021

Honourable Adriana LaGrange
Minister of Education
228 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Greetings Minister LaGrange,

The Board of Trustees of the Fort Vermilion School Division would like to explain our position on both the proposed Wellness Center in La Crete and Multi-Use Facility in High Level. Our commitment to both projects is to support them operationally, you will not see either project on our capital plan. We would like to explain the benefits of provincial funding to both projects through a multi-department approach.

High Level and La Crete are growing communities serving an area of approximately 30,000 people. Both projects will provide recreational opportunities but also act as much needed gymnasium space for La Crete Public School and High Level Public School. Construction of the facilities is expected to cost \$88 million (High Level) and \$30 Million (La Crete), both being attached to the respective schools.

The following highlights the direct benefits to education and ideas that can be shared as multiple ministries partner on funding.

Benefits:

1. Capital Planning – Government funding provincially would allow breathing room in planning as a need for a full school build could be delayed potentially for 10 years.
2. Population Growth – Our population grows within FVSD at a rate of 600 babies per year. As we continue to grow more and more students are choosing FVSD. Our reproduction\per graduation rate is 3:1. 600 students born and 200 graduates per year.
3. Gymnasium Space – Our schools struggle not to have two classes at the same time occupy a single Gymnasium with the required Daily Physical Activity at least 5 months of the year. When temperatures hover around the low twenties or low thirties from mid November till the end of March it is hard to enjoy the outdoors.

.../2

FORT VERMILION SCHOOL DIVISION

"Our Children, Our Students, Our Future"

P.O. BAG NO. 1, 5213 RIVER ROAD, FORT VERMILION, ALBERTA T0H 1N0 . TELEPHONE 780-927-3766 . FAX 780-927-4625

Minister of Education

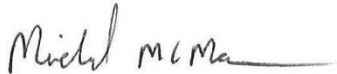
Page 2

April 16, 2021

4. Teacher Recruitment – One of our biggest struggles is teacher recruitment and retention and both facilities would increase the region to have lots of recreation for working families to enjoy. We find this is a huge draw when recruiting staff.
5. Community Partnership – The Community partnership FVSD has with both La Crete and High Level is something we are proud of.

Thank you for talking with Ministers that could help support these projects.

Sincerely,

A handwritten signature in cursive script that reads "Mike McMann". The signature is written in black ink and has a long, horizontal flourish extending to the right.

Mike McMann
Superintendent

cc: Josh Knelsen, Reeve of Mackenzie County
Crystal McAteer, Mayor of Town of High Level
Dan Williams, MLA Peace River



April 7, 2021

Honourable Devin Dreeshen
Minister of Agriculture and Forestry
229 Legislature Building
10800-97 Ave
Edmonton, AB
T5K 2B6

Dear Minister,

RE: Seed Royalty Stakeholder Consultation

On behalf of Birch Hills County Agricultural Service Board and in support of the letter sent to you by Northern Sunrise County addressing the same matter, I am contacting you about the plans that Agriculture and Agri-Food Canada (AAFC) and the Canadian Food Inspection Agency (CFIA) have to move forward with a Seed Royalty Program. By sharing this letter we hope to demonstrate that Birch Hills County Agricultural Service Board (ASB) and our agricultural producers are concerned about the implementation of such a program and its impact on grain producers.

Our Agricultural Service Board is apprehensive about the federal government duplicating an existing funding model to support research with a Seed Royalty Program. The Western Grain Research Foundation (WGRF) is a farmer-funded and farmer-directed non-profit organization investing in agricultural research that benefits western Canadian producers. The WGRF has invested more than \$200 million to support diverse crop research projects. Leaders from twelve farm organizations came together to create WGRF in 1981. Their vision was to establish a robust agricultural research funding organization, consult farmers about what they needed, and then work with research providers to fill that need. Today, WGRF invests over \$14 million annually into variety development and field crop research.

Our agricultural producers identify the Seed Royalty Program as an additional commercial taxation scheme above their current checkoff dollars and other fees collected for research and development by commodity groups and industry. This increases the input cost to producers that directly affects the economic viability of the agricultural producer.


Birch Hills County ASB would appreciate the Minister of Agriculture and Forestry request two things from his federal counterparts. First, a report from the Federal Ministry that would indicate and address this Seed Royalty Program's effects on the

.../2

provincial agricultural grain producers and their long-term financial sustainability. Second, that this process be halted until the review and dispersal of the information mentioned above to producers, producer groups, ASBs and other agricultural stakeholders is complete.

Our ASB would like to reiterate our concerns with the direction this current Seed Royalty Program is going when it will force producers to fund private research to increase private profits that will impact our grain producers.

Sincerely,



Mel Duvall, Chair
Agriculture Service Board, Birch Hills County

Cc: Gerald Manzulenko, Reeve, Birch Hills County
Corey Beck, Chair, Provincial Agricultural Service Board
Honourable Jason Kenny, Premier of Alberta
Peace Region ASB chairs
Todd Loewen, MLA, Central Peace-Notley
Arnold Viersen, MP for Peace River—Westlock
Paul McLauchlin, President, Rural Municipalities of Alberta
Tom Burton, Director: District 4, Rural Municipalities of Alberta



Luanne Patterson

Senior System Manager
Environmental Assessment

Directrice de l'analyse des systèmes
Évaluation environnementale

Box 8100
Montreal, Quebec Canada
H3C 3N4

Boite 8100
Montréal, Québec/Canada
H3C 3N4

April 21, 2021

RE: CN RIGHT-OF-WAY VEGETATION CONTROL

Dear Mayor,

I hope this letter finds you and your family safe and healthy as the country continues to fight the COVID-19 pandemic.

The Provincial, State and Federal governments have recognized railways as essential service providers. CN remains committed to running our railway safely and playing our role in moving the critical supplies citizens are counting on during these difficult times.

To that end, we are reaching out to advise you of our vegetation control activities in your area between April and October 2021. A regularly updated schedule will be available at www.cn.ca/vegetation.

If not managed properly, trees, brush or other vegetation can severely compromise rail and public safety. Vegetation can impede the view motorists have of oncoming trains, and increase the risk of crossing accidents. Moreover, unwanted vegetation can damage the integrity of the railbed, interfere with signals and switches, contribute to track side fires, compromise employee safety, reduce visibility for train crews at road crossings/train control signals and track side warning devices, to name a few of the potential risks.

Our annual vegetation control program is designed to mitigate these risks by managing brush, weeds and other undesirable vegetation. CN's vegetation control program is a critical contributor to safe operations and assists in contributing to the overall safety of the communities through which we operate.

Control measures: CN manages vegetation using both chemical and mechanical methods. We are sensitive to concerns your community may have regarding chemical vegetation control. I would like to assure you that at CN, we are committed to environmental safety and sustainability.

The track infrastructure is composed of two main sections, the ballast section typically ranging from 16-24 feet (which is primarily gravel and supports the track structure) and the right of way portion (which is the area outside of the ballast section to the CN property boundary).

The 16-24 foot ballast section and the areas around signals and communications equipment that are critical for safe railway operations will be managed using chemical methods. Application in these safety critical areas is done by spray trucks or spray trains with downcast nozzles that spray a short distance above the ground surface with shrouded booms, specially designed to limit the chemicals from drifting. The right-of-way section is primarily maintained using mechanical control methods such as mowing or brush cutting, however, small areas within the right-of-way that contain noxious or invasive weeds may be chemically treated.



CN will use chemical control techniques on the ballast section throughout the network for safety reasons. Furthermore, when chemicals are applied to the ballast section via spray train or truck, as outlined in the photo below, additives called surfactants that make the chemical work better may be included to help manage the application.



CN has retained professional contractors qualified to undertake this work. They are required to comply with all laws and regulations applicable to CN. In addition, the contractors will ensure that vegetation control is performed with consideration of the environment and in accordance with the highest industry standards.

Inquiries

Should your community have any noxious weed removal requests, we ask that you contact CN's Public Inquiry Line at contact@cn.ca or fill out the form at www.cn.ca/vegetation before June 1, 2021 with the specific information and location. CN will make every effort to include those locations as part of our 2021 Vegetation Management Program. All notices sent after the above-mentioned date will be included in the 2022 Vegetation Management Plan.

We look forward to working with you and answering any questions you may have regarding our vegetation control activities in your community.

Please find attached the notices CN is publishing in local papers to advise the public. We would kindly ask that you post copies on your community's website and at City Hall or other central locations for a wider distribution.

For any questions or more information, please contact the CN Public Inquiry Line by telephone at 1888-888-5909, or by email at contact@cn.ca.

Please also find attached a list of FAQs regarding the program that may be of further assistance.

Best regards,

Luanne Patterson
Senior System Manager, Environmental Assessment



Frequently Asked Questions (FAQs)

Where can I get more information about CN's vegetation management program?

For more details please visit our website at www.cn.ca/vegetation

Why does CN need to remove vegetation along its train tracks annually?

At CN, safety is a core value. Part of maintaining and operating a safe railway is ensuring vegetation is managed along our corridors. CN also has an obligation, pursuant to the *Rules Respecting Track Safety*, adopted under the *Railway Safety Act*, to ensure that vegetation on or immediately adjacent to the railway roadbed is controlled. More specifically, the Rules require federal railways to ensure the track is free of vegetation that could create fire hazards, affect the track integrity or obstruct visibility of operations and inspections. Separate regulations also require removal of vegetation to ensure every grade crossing meets sightline requirements.

Where does CN remove vegetation?

For the purposes of vegetation control, CN divides its rail lines into two components: the ballast section and the right-of-way. The ballast section (graveled area) covers a 16 to 24ft width (4.9 to 7.3m). The right-of-way section covers a 42ft width (13m) on each side of the ballast section.





Annual Vegetation Management Program

Vegetation in the right of way section needs to be controlled to protect sight lines for train crews to see signal systems and at road crossings, prevent trees from fouling the track during storms, reduce fuel loading to prevent fires, minimize wildlife mortality, ensure good drainage along ditches and culverts, amongst other safety requirements and is primarily controlled mechanically, by mowing and cutting of vegetation. Certain herbicide products are used (excluding glyphosate) to encourage grass rather than shrubs and trees.

The ballast section, on the other hand, is the most critical area as it supports the track infrastructure that supports the movement of freight and passengers and provides an area for train crew to safely inspect their train. Given the crucial role it plays in ensuring the safety and integrity of rail operations, this section must be clear of all vegetation. The only proven way to effectively completely remove vegetation in the ballast section is through chemical application.



How will you manage dry plants that remain once the spraying is completed?

Ensuring vegetation is controlled on an annual basis is the best method to reduce larger volumes of dead and dry plants. This is because it eradicates vegetation before it grows, reducing the amount of dead plant material. CN's program has been developed specifically with this in mind. Most vegetation, once dead, will naturally decay leaving little debris. As for the right-of-way, the herbicides used are selective and the grass cover will remain intact while shrubs or noxious weeds will be controlled.



Annual Vegetation Management Program

What herbicides will CN be using?

The choice of chemical used depends on the specific plants targeted. All pesticides used in Canada are approved for use in Canada and the province in which they are applied. The chemicals for 2021 may include:

Pesticide Product Brand Name	Active Ingredients	PCP Registration Number
VP480 (Dow)	Glyphosate (480g/L)	
Esplanade (Bayer)	Indaziflam (200 g/L)	
Overdrive (BASF)	Diflufenzopyr (20%)	28840
Detail (BASF)	Dicamba (50%)	31333
Arsenal (BASF)	Saflufenacil (29.74%)	30065
Navius (Bayer)	imazapyr isopropylamine (26.7%)	32773
Gateway (Corteva)	Metsulfuron-methyl (12.6%)	30203
VisionMax (Bayer)	Aminocyclopyrachlor (39.5%)	30922
	Paraffinic Oil (586 g/L)	31470
	Alkoxylated alcohol non-ionic surfactants (242 g/L)	27736
	Glyphosate (540 grams acid equivalent per litre)	

Will you be using Glyphosate. If so, is it dangerous for us or my pets?

All pesticides CN uses in Canada are registered by Health Canada's Pest Management Regulatory Agency (PMRA) and have been approved for use in the province in which they are applied. Protection of human health and the environment is Health Canada's primary objective in the regulation of pesticides and all pesticides must undergo rigorous science-based assessments before being approved for sale in Canada. The PMRA also re-evaluates registered pesticides on a cyclical basis to ensure they continue to meet modern health and environmental standards. The PMRA re-evaluated glyphosate in 2017 and reconfirmed that products containing glyphosate do not present risks to human health or the environment when used in accordance with revised label directions. CN's vegetation control contractor uses glyphosate in accordance with label directions.



Annual Vegetation Management Program

Has CN tried any non-chemical weed control options in the past, such as weed whacking? Have they worked?

CN has used weed cutting in the past to control vegetation, but this does not remove the roots, and actually encourages more growth. It is not an effective long-term solution for vegetation removal along railway tracks. The application of steam injection has also been investigated; however it has proven ineffective in killing the roots, which, if left to continue growing, could compromise the integrity of the rail bed, causing unsafe operating conditions.

CN has also explored other options, such as high concentrate vinegar (acetic acid), however this was deemed not to be a viable option as the acid reacts negatively with steel and the sensitive electronic monitoring equipment used to regulate safe movement and operation of our trains.

I am an organic farmer adjacent to your tracks, should I be worried?

Most of the vegetation control focuses on the ballast section (graveled area) which is 16 – 24 feet (4.9 to 7.3 meters) wide, leaving about 42 feet (13 meters) of right-of-way on each side of the ballast. The equipment used for application is a shrouded boom which focuses the spray downward to reduce potential drift. Application must also be done during appropriate weather conditions, including low wind levels.

Many properties back onto the railway. Are Detail, Overdrive, Esplanade, VP480, VisionMax, Arsenal Powerline, Navius, and Gateway safe to use in close proximity to people and pets?

All pesticides used in Canada must be registered by Health Canada's Pest Management Regulatory Agency (PMRA), which has one of the toughest regulatory requirements in the world for approving products for safe use. CN only uses pesticides that have been approved for use in Canada and the province in which they are applied. When used according to label directions, PMRA has evaluated them to be safe.

Can I request my area not be sprayed?

At CN, safety is a core value. CN is governed by the Railway Safety Act and must comply with the laws and regulations. Vegetation control is a key component of keeping our employees and the communities in which we operate safe. Ensuring vegetation is kept clear of our infrastructure, signals, road crossing sight lines and enabling our teams to inspect and maintain the track is critically important. As a result, all areas of the CN ballast section will be treated to control vegetation.



April 16, 2021

The Hon. Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue
EDMONTON, AB T5K 2B6

Dear Minister Madu:

Re: Town of Morinville Support for RCMP

Our Council is not supportive of the Government of Alberta's initiative to replace the RCMP with an Alberta Provincial Police Service (APPS). Our opinion is that there are other, more effective ways to achieve the outcomes identified through the *Police Act* review. Indeed, improving the public's trust in policing, ensuring an effective complaint process, and improving Indigenous peoples' relationships are important objectives.

There are, however, several considerations that cause justifiable concern:

- The Fair Deal Panel recommends establishing an APPS despite 65% of respondents indicating non-support;
- The necessity for a new model is unclear when there is little substantiated dissatisfaction with the RCMP but rather some areas for improvement have, rightfully, been identified;
- Transition costs are poorly understood, and ongoing operating costs will inevitably rise. Municipalities currently bear the majority of policing costs and are not able or willing to accept any additional increases. As you know, municipalities have limited means to increase revenues, receiving only 8-10 cents for every tax dollar collected. Continuing to do more with less is untenable.

There has not been compelling evidence that an APPS would result in better outcomes, particularly with the expected increase in costs. The Town of Morinville has a collaborative relationship with the local RCMP detachment and is satisfied with the level of service and degree of responsiveness received. As such, Council encourages the Government of Alberta to abandon the transition study and redouble efforts to work with the RCMP to achieve better outcomes.

Sincerely,

Barry Turner
Mayor

An Alberta Capital Region Community

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CC The Honourable Jason Kenney, Premier
Dale Nally, MLA for Morinville-St. Albert
Dane Lloyd, MP for Sturgeon River-Parkland
Curtis Zabolcki, Commanding Officer for Alberta, RCMP
AUMA Members
RMA Members

April 12, 2021

Register Now for Regional Partnerships and Collaboration Course

Virtual EOEP course to be held in May

The [Elected Officials Education Program \(EOEP\)](#) is excited to announce a virtual offering of [Regional Partnerships and Collaboration](#). This course will be held during the evening from 2:30 to 5:00 pm on:

- ◆ Wednesday, May 5,
- ◆ Wednesday, May 12, and
- ◆ Wednesday, May 19.

This course will be offered using a hybrid delivery, requiring some homework reading by participants, and three video chat sessions. This will allow participants to review material on their own, participate in group discussions, and ask questions during the video chat sessions.

Registration for this course is \$275 and participating will count towards a [Municipal Elected Leaders Certificate \(MELC\)](#). Please note that although EOEP encourages as many members of your council to participate as are interested, each participant must have their own device and individual registration to access course materials and video chats, and to receive credit towards an MELC.

To learn more about the course content, visit the [EOEP website](#). [Registration for the course](#) is now open.

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