



MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**APRIL 13, 2021**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

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

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the March 24, 2021 Regular Council Meeting	7
		b) Minutes of the April 7, 2021 Special Council Meeting	25
		c) Business Arising out of the Minutes	
		d)	
<b>DELEGATIONS:</b>	4.	a) Ricky Rosenberger -10:15 a.m.	
		b)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Caretaking –Buffalo Head Prairie Waste Transfer Station	31
		b) Caretaking –Fort Vermilion Waste Transfer Station	33
		c) 2021 Regraveling Program	35
		d) Crack Filling	37
		e) Line Painting	39
		f) Mackenzie County Flood Mitigation- Engineering Services Procurement	41

<b>PUBLIC HEARINGS:</b>	Public hearings are scheduled for 1:00 p.m.	
	6. a) None	
<b>GENERAL REPORTS:</b>	7. a) CAO & Director Reports	43
	b) Disaster Recovery and Mitigation Update	
	c)	
<b>AGRICULTURE SERVICES:</b>	8. a)	
	b)	
<b>COMMUNITY SERVICES:</b>	9. a) Campground Glamping – Fee Amendments	63
	b) Waste Transfer Station – Fee Amendments	67
	c) Community Services Policies to be Amended or Rescinded	69
	d) La Crete Recreation Society – Emergent Funds Request	81
	e)	
	f)	
<b>FINANCE:</b>	10. a) Borrowing Bylaw 1218-21 North Storm Pond A Hamlet of La Crete	83
	b) Cheque Registers	87
	c)	
	d)	
	e)	
<b>OPERATIONS:</b>	11. a) Public Works Policies	89
	b)	
	c)	
	d)	
<b>UTILITIES:</b>	12. a)	

		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	13.	a)	Bylaw 1219-21 Residential Developer Incentive Bylaw (Repeal and Replace)	105
		b)	Offsite Levy Fees- Infrastructure Improvements	113
		c)	Proposed Road Disposition for Township Road 1085A	121
		d)	Development Statistics Report – January to March 2021	125
		e)		
<b>ADMINISTRATION:</b>	14.	a)	High Level Agricultural Society Sponsorship Request	135
		b)		
		c)		
		d)		
<b>COUNCIL COMMITTEE REPORTS:</b>	15.	a)	Council Committee Reports (verbal)	
		b)		
		c)		
<b>INFORMATION / CORRESPONDENCE:</b>	16.	a)	Information/Correspondence	139
<b>CLOSED MEETING:</b>			<i>Freedom of Information and Protection of Privacy Act</i> Division 2, Part 1 Exceptions to Disclosure	
	17.	a)	Disaster Recovery Land Purchases (s. 23, 24, 25)	
		b)		
		c)		
<b>NOTICE OF MOTION:</b>	18.	a)		

**NEXT MEETING  
DATES:**

19. a) Committee of the Whole Meeting  
April 27 2021  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Regular Council Meeting  
April 28, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

20. a) Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Colleen Sarapuk, Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the March 24, 2021 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

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

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, March 24, 2021  
10:00 a.m.**

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

**PRESENT:** Josh Knelsen Reeve  
Walter Sarapuk Deputy Reeve  
Jacquie Bateman Councillor – Virtual  
Peter F. Braun Councillor  
Cameron Cardinal Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor – arrived at 10:05 a.m.  
Anthony Peters Councillor  
Ernest Peters Councillor  
Lisa Wardley Councillor – Virtual

**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  
Grant Smith Agricultural Fieldman – left at 11:50 a.m.  
Willie Schmidt Fleet Manager – Virtual  
Colleen Sarapuk Recording Secretary

**ALSO PRESENT:** Member of the Public

Minutes of the Regular Council meeting for Mackenzie County held on March 24, 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 10:00 a.m.

**AGENDA: 2. a) Adoption of Agenda**

**MOTION 21-03-207 MOVED** by Deputy Reeve Sarapuk

That the agenda be approved as presented.

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**CARRIED**

**ADOPTION OF  
PREVIOUS  
MINUTES:**

**3. a) Minutes of the March 9, 2021 Regular Council Meeting**

**MOTION 21-03-208**

**MOVED** by Councillor Wardley

That the minutes of the March 9, 2021 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS  
MINUTES:**

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

**DELEGATIONS:**

**4. a) Old Bay House**

**MOTION 21-03-209**

**MOVED** by Councillor Jorgensen

That the Old Bay House delegation be received for information.

**CARRIED**

**TENDERS:**

**5. a) County Waste Bin Pick-up**

**MOTION 21-03-210**

**MOVED** by Councillor Braun

That the Mackenzie County Waste Bin Pick-up Tenders – Envelope 1 be opened.

**CARRIED**

**MOTION 21-03-211**

**MOVED** by Councillor Driedger

That the Mackenzie County Waste Bin Pick-up Tender – Envelope 2 be opened for qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Amount</b>
Jakes Disposal	\$13,738.06 – Annually
L&P	\$24,560.00 – Annually
J&L Waste management	\$14,812.00 – Annually

**MOTION 21-03-212**      **MOVED** by Councillor E. Peters

That the Mackenzie County Waste Bin Pick-up contract be awarded to the lowest qualified bidder, while staying within budget.

**CARRIED**

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

No bids were received for the Caretaking – Fort Vermilion Waste Transfer Station.

**MOTION 21-03-213**      **MOVED** by Councillor Braun

That the Caretaking – Fort Vermilion Waste Transfer Station Tenders be retendered.

**CARRIED**

**MOTION 21-03-214**      **MOVED** by Councillor Cardinal

That the hours at the Fort Vermilion Waste Transfer Station change to 5:00 p.m. to 9:00 p.m. on Tuesdays and Thursdays.

**CARRIED**

**TENDERS:**                      **5. c) Hutch Lake Campground Caretaker**

**MOTION 21-03-215**      **MOVED** by Councillor Driedger

That Hutch Lake Campground Caretaker Tenders – Envelope 1 be opened.

**CARRIED**

**MOTION 21-03-216**      **MOVED** by Deputy Reeve Sarapuk

That Hutch Lake Campground Caretaker Tenders – Envelope 2 be opened for qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Amount</b>
Isaac Dyck	\$ 6,000/month

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

Jake Bueckert	\$ 6,000/month
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**MOTION 21-03-217**      **MOVED** by Councillor A. Peters

That the Hutch Lake Caretaking Contract be referred to the April 1, 2021 Community Services Committee meeting for review and awarding to the most qualified bidder according to the matrix.

**CARRIED**

**GENERAL REPORTS:**

7. a) **NONE**

**AGRICULTURE:**

8. a) **Awarding of Roadside Spraying Contract**

<b>Contractor</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Score</b>
Klon Services	\$38.50	\$41.00	\$37.50	\$40.00	910
Green Zone Environmental	\$41.67	\$41.67	\$41.67	\$41.67	890
Cortx Management Corp	\$35.50	\$35.50	\$36.00	\$36.00	950
<b>Outback Ventures</b>	<b>\$40.00</b>	<b>\$40.00</b>	<b>\$40.00</b>	<b>\$40.00</b>	<b>960</b>

**MOTION 21-03-218**      **MOVED** by Deputy Reeve Sarapuk

That Council award the Roadside Spraying Contract to the successful bidder for the years 2021, 2022 & 2023 as per the recommendation from the Agricultural Service Board.

**CARRIED**

**COMMUNITY SERVICES:**

9. a) **Machesis Lake Capital Funds Request**

**MOTION 21-03-219**  
 Requires 2/3

**MOVED** by Councillor Wardley

That Council amend the 2021 budget by \$4500 for the Machesis Lake Glamping project with funds coming from the Parks and Recreation reserve.

**CARRIED**

**COMMUNITY**

9. b) **Buffalo Head Prairie Waste Transfer Station Days of**

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

**SERVICES: Operations**

**MOTION 21-03-220 MOVED** by Councillor Driedger

That the Buffalo Head Prairie Waste transfer station days of operations remain the same.

**CARRIED**

**FINANCE: 10. a) TELUS Communications Inc. – Second Food Bank Donation**

**MOTION 21-03-221 MOVED** by Councillor Cardinal  
Requires 2/3

That the 2021 operating budget be amended by \$5,000 for the donation from TELUS Communications Inc., and be distributed as follows:

High Level Friendship Center	- \$1,250 (25%)
La Crete FCSS	- \$1,250 (25%)
Metis Association #74	- \$2,500 (50%)

**CARRIED**

**FINANCE: 10. b) Rescind Motion 21-01-054**

**MOTION 21-03-222 MOVED** by Councillor Braun  
Requires 2/3

That Council motion 21-01-054 be rescinded.

**CARRIED**

**MOTION 21-03-223 MOVED** by Councillor Wardley  
Requires 2/3

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

**CARRIED**

**FINANCE: 10. c) 2020 Uncollectible Utility Accounts and Receivable Accounts**

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\_\_\_\_\_

**MOTION 21-03-224**  
Requires 2/3

**MOVED** by Councillor Driedger

That the outstanding amount of \$2,931.87 in Appendix #1 for utility accounts be written off.

**CARRIED**

**MOTION 21-03-225**  
Requires 2/3

**MOVED** by Councillor Braun

That the outstanding amount of \$77,410.81 in Appendix #2 as amended with the removal of the Airport Parking and Leases for accounts receivable accounts be written off.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:52 a.m. and reconvened the meeting at 11:02 a.m.

**FINANCE:**

**10. d) 2020 Uncollectible Taxes**

**MOTION 21-03-226**  
Requires 2/3

**MOVED** by Councillor Braun

That the levies & penalties in the amount of \$2,187.78 in Tax Roll Appendix #1 be written off.

**CARRIED**

**MOTION 21-03-227**  
Requires 2/3

**MOVED** by Councillor E. Peters

That administration allocate all remaining grant funds from the Municipal Operating Support Transfer grant toward the decrease in property taxes collected in 2020.

**CARRIED**

**FINANCE:**

**10.e) 2020 Budget Allocations – Handout**

**MOTION 21-03-228**

**MOVED** by Councillor Wardley

That the 2020 budget be amended to include amortization/depreciation in the amount of \$9,969,697.

**CARRIED**

**MOTION 21-03-229**

**MOVED** by Councillor Braun

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That \$4,500 from 2020 operating budget be contributed to the Bursaries Reserve, as per Policy RESV017 – Bursaries Reserve.

**CARRIED**

**MOTION 21-03-230** **MOVED** by Deputy Reeve Sarapuk

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.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:07 p.m. and reconvened the meeting at 12:41 p.m.

**MOTION 21-03-231** **MOVED** by Councillor Braun

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.

**CARRIED**

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\_\_\_\_\_

**MOTION 21-03-232**      **MOVED** by Deputy Reeve Sarapuk

That funds of \$10,082.01 received from Atco Electric for the Teacher Loop project be allocated to the General Capital Reserve in 2020.

**CARRIED**

**MOTION 21-03-233**      **MOVED** by Councillor A. Peters

That Offsite Levies/Frontage revenues in 2020 of \$82,024 be contributed to the Off-Site Levy Reserve.

**CARRIED**

**MOTION 21-03-234**      **MOVED** by Councillor Jorgensen

That Gravel Aggregate revenue in 2020 of \$109,834 be contributed to the Gravel Reclamation Reserve.

**CARRIED**

**MOTION 21-03-235**      **MOVED** by Councillor Driedger

That Municipal Reserve revenue in 2020 of \$245,377 be contributed to the Municipal Reserve.

**CARRIED**

**MOTION 21-03-236**      **MOVED** by Councillor E. Peters

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.

**CARRIED**

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

**MOTION 21-03-237**      **MOVED** by Councillor Jorgensen

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

**CARRIED**

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

**MOTION 21-03-238 MOVED** by Councillor Driedger

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

**CARRIED**

**FINANCE: 10. h) Cheque Registers February 8, 2021 – February 19, 2021**

**MOTION 21-03-239 MOVED** by Deputy Reeve Sarapuk

That the cheque registers from March 8, 2021 – March 19, 2021 be received for information.

**CARRIED**

**OPERATIONS: 11. a) NONE**

**UTILITIES: 12. a) Storm Pond “A” Hamlet of La Crete – Handout**

**MOTION 21-03-240 MOVED** by Councillor E. Peters  
Requires 2/3

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.

**CARRIED**

**MOTION 21-03-241 MOVED** by Councillor Braun

That a borrowing bylaw, and off-site levy bylaw be developed for the purpose of funding La Crete North Storm – Pond A project.

**CARRIED**

**MOTION 21-03-242 MOVED** by Councillor A. Peters

That Administration proceed with issuing a Request for Proposals for La Crete North Storm – Pond A engineering services.

**CARRIED**

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Reeve Knelsen recessed the meeting at 1:36 p.m. and reconvened the meeting at 1:55 p.m.

**PLANNING &  
DEVELOPMENT:**

**13. 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"**

**MOTION 21-03-243**

**MOVED** by Councillor A. Peters

That first 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, subject to public hearing input.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. b) Bylaw 1210-21 Road Closure within Plan 082 6817**

**MOTION 21-03-244**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 1210-21 being a Road Closure Bylaw to close the road within Plan 082 6817 (SW 12-107-14-W5M).

**CARRIED**

**MOTION 21-03-245**

**MOVED** by Councillor E. Peters

That third and final reading be given to Bylaw 1210-21 being a Road Closure Bylaw to close the road within Plan 082 6817 (SW 12-107-14-W5M).

**CARRIED**

**MOTION 21-03-246**  
Requires 2/3

**MOVED** by Councillor Jorgensen

That administration be authorized to proceed with the sale of the land and transfer of title for amalgamation back into the quarter.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. c) Bylaw 1216-21 Land Use Bylaw Amendment to Amend the Definitions of Flood Fringe and Floodway and Add Definition of Overland Flow Area to Section 2.3 and**

### **Add Restrictions to Section 8**

**MOTION 21-03-247**      **MOVED** by Councillor Cardinal

That Council move into closed meeting at 2:00 p.m. to discuss the following:

13. c) Bylaw 1216-21 Land Use Bylaw Amendment to Amend the Definitions of Flood Fringe and Floodway and Add Definition of Overland Flow Area to Section 2.3 and Add Restrictions to Section 8 (s. 24)

#### **CARRIED**

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

- All Councillors Present
- 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 21-03-248**      **MOVED** by Councillor Jorgensen

That Council move out of closed meeting at 2:08 p.m.

#### **CARRIED**

**MOTION 21-03-249**      **MOVED** by Councillor Cardinal

That first reading for Bylaw 1216-21 being a Land Use Bylaw Amendment to Amend Definitions of Flood Fringe and Floodway and Add Definition of Overland Flow Area to Section 2.3 and Add Restrictions to Section 8 be TABLED until future meeting.

#### **CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. d) Subdivision Refund & Revision Policy DEV002**

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**MOTION 21-03-250**      **MOVED** by Councillor Braun

That the Subdivision Refund & Revision Policy DEV002 be approved as amended.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. e) Multi-Lot/Urban Subdivision Construction &  
Registration Policy DEV003**

**MOTION 21-03-251**      **MOVED** by Councillor Wardley

That the Multi-Lot/Urban Subdivision Construction & Registration Policy DEV003 be approved as amended.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. f) Policy DEV004 Minimum Construction Project Value  
for Building Permits**

**MOTION 21-03-252**      **MOVED** by Councillor Braun

That the Policy DEV004 Minimum Construction Project Value for Building Permits be approved as presented.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. g) Subdivision Affidavits Policy DEV009**

**MOTION 21-03-253**      **MOVED** by Councillor Wardley

That the Subdivision Affidavits Policy DEV009 be approved as amended.

**CARRIED**

**ADMINISTRATION:**

**14. a) Fuel Flowage at Mackenzie County Airports Policy  
FIN033**

**MOTION 21-03-254**      **MOVED** by Councillor Driedger

That the Fuel Flowage at Mackenzie County Airports Policy FIN033 be approved as amended.

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**CARRIED**

**ADMINISTRATION: 14. b) Mackenzie County Flood Mitigation – Engineering Services Procurement**

**MOTION 21-03-255 MOVED** by Councillor Cardinal

That the draft RFP for the procurement of engineering services for Mackenzie County Flood Mitigation be received for information.

**CARRIED**

**ADMINISTRATION: 14. c) Spring 2021 Municipal Leaders' Caucus – Virtual**

**MOTION 21-03-256 MOVED** by Councillor Wardley

That the Reeve and Deputy Reeve be authorized to attend the Spring 2021 Municipal Leaders' caucus.

**CARRIED**

Reeve Knelsen recessed the meeting at 3:10 p.m. and reconvened at 3:22 p.m.

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

**MOTION 21-03-257 MOVED** by Councillor Jorgensen

That the Caribou update be received for information.

**CARRIED**

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

**MOTION 21-03-258 MOVED** by Deputy Reeve Sarapuk

That the Council Committee Reports be received for information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS: 15. b) Community Services Committee Meeting Minutes**

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**MOTION 21-03-259**      **MOVED** by Councillor Wardley

That the unapproved minutes of the March 4, 2021 Community Services Committee Meeting be received for information.

**CARRIED**

**INFORMATION / CORRESPONDENCE**      **16. a) Information/Correspondence**

**MOTION 21-03-260**      **MOVED** by Councillor Wardley

That letters of support be sent to the 3 Mackenzie Regional Victims Service Units.

**CARRIED**

**MOTION 21-03-261**      **MOVED** by Councillor Braun

That a letter of support be written to La Crete Health Committee supporting the La Crete Birthing Centre.

**CARRIED**

**MOTION 21-03-262**      **MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**CLOSED MEETING:**      **17. Closed Meeting**

**MOTION 21-03-263**      **MOVED** by Councillor E. Peters

That Council move into a closed meeting at 4:24 p.m. to discuss the following:

- 17. a) Insurance Summary 2020 & Current (s. 27)
- 17. b) Regional Service Sharing Agreement (s. 21, 24, 25)

**CARRIED**

The following individuals were present during the closed meeting

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

discussion. (MGA Section 602.08(1)(6))

- All Councillors Present
- 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

**MOTION 21-03-264**      **MOVED** by Councillor Jorgensen

That Council move out of closed meeting at 4:54 p.m.

**CARRIED**

**CLOSED MEETING:**      **17. a) Insurance Summary 2020 & Current**

**MOTION 21-03-265**      **MOVED** by Deputy Reeve Sarapuk

That the Insurance Summary 2020 & Current be received for information.

**CARRIED**

**CLOSED MEETING:**      **17. b) Regional Service Sharing Agreement**

**MOTION 21-03-266**      **MOVED** by Councillor A. Peters

That the Regional Service Sharing Agreement be received for information.

**CARRIED**

**NOTICE OF MOTION:**      **18. a)**

**NEXT MEETING**      **19. a) Next Meeting Dates:**  
**DATE:**

Regular Council Meeting  
April 13, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

Committee of the Whole  
April 23, 2021

\_\_\_\_\_  
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10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 20. a) Adjournment**

**MOTION 21-03-267 MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 4:55 p.m.

**CARRIED**

These minutes will be presented to Council for approval on April 13, 2021.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

UNAPPROVED

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Colleen Sarapuk, Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the April 7, 2021 Special Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the April 7, 2021, Special 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 7, 2021 Special Council Meeting be adopted as presented.

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
SPECIAL COUNCIL MEETING**

**Wednesday, April 7, 2021  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve Virtual –arrived at 10:29 a.m.
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor - Virtual
Peter F. Braun	Councillor - Virtual
Cameron Cardinal	Councillor
David Driedger	Councillor - Virtual
Eric Jorgensen	Councillor Virtual
Anthony Peters	Councillor
Ernest Peters	Councillor Virtual
Lisa Wardley	Councillor – Virtual

**REGRETS:**

**ADMINISTRATION:**

Len Racher	Chief Administrative Officer
Byron Peters	Deputy Chief Administrative Officer
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
Fred Wiebe	Director of Utilities
Colleen Sarapuk	Administrative Officer/Recording Secretary
Sylvia Wheeler	Public Works Administrative Officer
Bill Hiebert	Public Works Supervisor (South)
John Flett	Public Works Supervisor (North)

**ALSO PRESENT:**

Minutes of the Special Council meeting for Mackenzie County held on April 7, 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 21-04-268 MOVED by Braun**

That the agenda be approved as presented.

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

**CARRIED**

**MINUTES FROM  
PREVIOUS  
MEETING:**

3. a) None

**DELEGATIONS:**

4. a) None

**TENDERS:**

5. a) None

**PUBLIC HEARINGS:**

6. a) None

**GENERAL  
REPORTS:**

7. a) None

**AGRICULTURE  
SERVICES:**

8. a) None

**COMMUNITY  
SERVICES:**

9. a) None

**FINANCE:**

10. a) None

**OPERATIONS:**

11. a) **Regravelling Tender**

**MOTION 21-04-**

**MOVED** by Councillor Bateman

That Schedule C of the Regravelling Tender be split into two sections

**CARRIED**

**MOTION 21-04-**

**MOVED** by Councillor A. Peters

That Schedule E of the Regravelling Tender be split into two sections.

**CARRIED**

**PLANNING AND  
DEVELOPMENT:**

13. a) None

**ADMINISTRATION:**

14. a) None

**COUNCIL  
COMMITTEE  
REPORTS:** 15. a) None

**INFORMATION /  
CORRESPONDENCE:** 16. a) None

**CLOSED MEETING:** 17. None

**NOTICE OF MOTION:** 18. a) None

**NEXT MEETING  
DATE:** 19. a) Next Meeting Dates

Regular Council Meeting  
April 13, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment

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

That the Special Council meeting be adjourned at 11:34 p.m.

**CARRIED**

These minutes will be presented to Council for approval on April 13, 2021.

---

Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>TENDERS Caretaking –Buffalo Head Prairie Waste Transfer Station</b>

**BACKGROUND / PROPOSAL:**

The Caretaking – Buffalo Head Prairie Waste Transfer Station has been advertised and tender submissions were due at Fort Vermilion County office, April 12, 2021 at 4:30 p.m.

**OPTIONS & BENEFITS:**

Proposals will be evaluated on the following criteria:

Evaluation Criteria	Weight	Score
Experience	30%	
Proposal Cost	70%	
Total	100%	

**COSTS & SOURCE OF FUNDING:**

2021 Operational Budget of \$1,400/month or \$16,800/year

**SUSTAINABILITY PLAN:**

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

**COMMUNICATION/PUBLIC PARTICIPATION:**

Successful bidder will be notified.

**POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2 (if required):

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Caretaking – Buffalo Head Prairie Waste Transfer Station Tenders be returned to the senders without opening Envelope 2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That administration reviews the Caretaking – Buffalo Head Prairie Waste Transfer Station Tenders and bring back to Council later in the meeting for awarding.

Motion 5:

Simple Majority       Requires 2/3       Requires Unanimous

That the Caretaking – Buffalo Head Prairie Waste Transfer Station contract be awarded to the lowest qualified bidder, while staying within budget.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>TENDERS Caretaking – Fort Vermilion Waste Transfer Station</b>

## **BACKGROUND / PROPOSAL:**

The Caretaking – Fort Vermilion Waste Transfer Station has been advertised and tender submissions were due at Fort Vermilion County office, April 12, 2021 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

Proposals will be evaluated on the following criteria:

Evaluation Criteria	Weight	Score
Experience	30%	
Proposal Cost	70%	
Total	100%	

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

2021 Operational Budget of \$1,400/month or \$16,800/year

## **SUSTAINABILITY PLAN:**

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

**COMMUNICATION/PUBLIC PARTICIPATION:**

Successful bidder will be notified.

**POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2 (if required):

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Caretaking – Fort Vermilion Waste Transfer Station Tenders be returned to the senders without opening Envelope 2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That administration reviews the Caretaking – Fort Vermilion Waste Transfer Station Tenders and bring back to Council later in the meeting for awarding.

Motion 5:

Simple Majority       Requires 2/3       Requires Unanimous

That the Caretaking – Fort Vermilion Waste Transfer Station contract be awarded to the lowest qualified bidder, while staying within budget.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>TENDER 2021 Regraveling Program</b>

## **BACKGROUND / PROPOSAL:**

Administration prepared and advertised the '2021 Regraveling Program – Request for Tenders'. Submissions were due at Fort Vermilion County office April 12, 2019 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

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

2021 Operating Budget 32-00, \$1,525,000

## **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:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2:

- Simple Majority       Requires 2/3       Requires Unanimous

That administration review the 2021 Regraveling Program Tenders – Envelope 1 submissions for qualification prior to opening Envelope 2.

Motion 3: (if required)

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified 2021 Regraveling Program Tenders be returned to the senders without opening Envelope 2.

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 5:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2021 Regraveling Program contract be awarded to the lowest bidder while staying within budget.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>TENDER Crack Filling</b>

## **BACKGROUND / PROPOSAL:**

Administration advertised the 'Crack Filling Tender'. Submissions were due at Fort Vermilion County office April 12, 2021 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

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

2021 Operating Budgets 32 & 33, total of \$92,500

## **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:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That administration review the Crack Filling Tenders – Envelope #1 submissions for qualification prior to opening Envelope #2.

Motion 3: (if required)

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 5:

Simple Majority       Requires 2/3       Requires Unanimous

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

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>TENDER Line Painting</b>

**BACKGROUND / PROPOSAL:**

Administration advertised the 'Line Painting Tender'. Submissions were due at Fort Vermilion County office April 12, 2021 at 4:30 p.m.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

2021 Operating Budgets 32 & 33, total of \$96,700

**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:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 2:

- Simple Majority       Requires 2/3       Requires Unanimous

That administration review the Line Painting Tenders – Envelope #1 submissions for qualification prior to opening Envelope #2.

Motion 3: (if required)

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 5:

- Simple Majority       Requires 2/3       Requires Unanimous

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

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy CAO</b>
<b>Title:</b>	<b>Mackenzie County Flood Mitigation-Engineering Services Procurement</b>

## **BACKGROUND / PROPOSAL:**

As council is well aware, the provincial government recently announced that there is a commitment to fund a mitigation program for flood affected areas within the county.

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. After this short list was finalized, administration will create a scope of work and a basic Request for Proposals (RFP) for tasks as they come up, and will distribute the RFP to the short listed firms.

The RFP process will be primarily to confirm which firm has the resources available to complete the required task within the required timelines, and which personnel will be assigned to the project. This would allow for a timely procurement process throughout the mitigation planning and implementation, ensuring that procurement processes do not cause undue delays while maintaining a transparent and competitive procurement process.

<b>Mandatory Criteria</b>		
<b>Section</b>	<b>Description</b>	<b>Evaluation</b>
1	Registration with APEGA	Pass/Fail
2	Current Alberta Construction Safety Association Certificate of Recognition (COR)	Pass/Fail
3	WCB Clearance	Pass/Fail
4	Provide evidence of insurability for professional liability, comprehensive general liability and automobile coverage, each in an amount of not less than \$2,000,000.00 per occurrence.	Pass/Fail

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

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

<b>Section</b>	<b>Evaluation Requirements</b>	<b>Points</b>
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
	<b>Total</b>	<b>100</b>

**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.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

The special tendering process was publicly advertised and communicated to engineering firms that have experience in the region.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

Author: S Gibson      Reviewed by: B Peters      CAO: \_\_\_\_\_



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for February 2021</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for March 2021 are attached for information.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**Author:** C. Sarapuk      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

# MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

## Daily Activities Log for

Date	Comments
March 2/21	Meet with staff
March 3/21	Covid update
March 4/21	Community Services meeting
March 5/21	Mayors and Reeves meeting
March 8/21	11am Managers meeting 3pm interview 4pm interview
March 9/21	Council meeting
March 10/21	Oral Discovery/Lawyer
March 11/21	Oral Discovery/Lawyer
March 12/21	2pm Brownlee
March 15/21	Mitigation Team meeting
March 16/21	RMA
March 17/21	RMA
March 19/21	6pm meet with Flood affected residents

# MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

March 22/21	Ag service board meeting
March 23/21	COW
March 24/21	Council meeting
March 25/21	Meeting to discuss MARA land
March 26/21	ARMAA meeting
March 30/21	Meeting with Jenn
March 31/21	Covid update

Respectfully,

Len Racher  
Chief Administrative Officer

## Monthly Report to the CAO

For the month of March, 2021

From: Byron Peters,

Director of Projects & Infrastructure/Deputy CAO

### PLANNING & DEVELOPMENT

#### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPRP. The Access Management Plan (AMP) for Bistcho is in the early stages. Bistcho sub-regional plan has been released.
Community Infrastructure Master Plans & Offsite Levies	IMPs complete Levies to be completed in Q2 2021	Public engagement planned for late April, with project completion late May/early June.
Municipal Development Plan	Started Q3 2020	Joint project. See Caitlin's report for project update.

#### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development	To be completed end of January 2021	CARES grant project is complete, with reporting submitted. Need to identify resources to complete the next steps of the ec. dev strategy.
Streetscape	Ongoing	Working with Donny to determine plan for 2021 with direction from Community Services committee.
La Crete Area Transportation Network Analysis	Q1 2021	Associated Engineering has completed the project. Final report will be presented to council in April.
101 Ave rebuild & pave		WSP has completed prelim design, hoping to close tenders end of April. Need to approve Local Improvement Bylaw.
100 St & 109 Ave Intersection Improvement		WSP has completed prelim design. Will be tendered with 101 Ave project.
100 St & 94 Ave Traffic Light		WSP has completed prelim design. Hoping to close tenders end of April.
Gravel Crushing		Making progress on the plan for 2021 and 2022. Plan to issue a tender for overburden removal later this year, waiting

		for snow to melt before we can complete all of the required survey.
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**Personnel Update:**

All Projects & Infrastructure positions are filled and with a few new faces in the office there is a lot of training and support that needs to be provided. It's also exciting to have new people in the office that are eager about their new job and opportunity.

**Other Comments:**

Still some more work to be completed on our 2021 projects to get them going, but prelim work has progressed well. Expecting the hamlet projects to be out for tender any day and closing at the end of April.

Have spent a lot of time on the mitigation project. This includes identifying areas of need for engineering assessments, supporting the public engagement (mostly in the background), identifying potential land/development options, purchasing some lands, research on timelines and challenges that we can anticipate throughout the project. We want to proceed as quickly and efficiently as possible, so this takes a lot of planning work to try and stay ahead of the demands.

Working with the engineer to finalize a tender package for the airport repairs in Fort Vermilion. I have asked them to assess the technology that we currently utilize and see if it makes financial sense to modernize some components while we are completing the repairs (for example, LED PAPI lights).

Spring is always a hectic time with all of our projects and also the questions from the development community. The work load on many staff is starting to pile up a little bit.



## Monthly Report to the CAO

For the month of March, 2021

From: Caitlin Smith,  
 Manager of Planning and Development

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Joint project report; see Byron's report for project update
Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Area Redevelopment Plan	Q2 2021	Administration meets with the consultant weekly. O2 is actively updating the Land Use Bylaw and Municipal Development Plan; administration is beginning to review and comment on preliminary works. We are expecting to hold open house style meetings in La Crete and Zama in April. The Fort Vermilion Area Redevelopment Plan portion will align with mitigation planning and consultation as the project progresses.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Airport Planning	Q2 2021	<p>WSP has been engaged to update the AVPA for LC and FV airports, and to revise the airport development plans. Comments sent to WSP for final revision of the AVPA, plan to bring the final version forward at a Council meeting when completed. FV airport development plan needs to be revised to account for the flooding.</p> <p>As per Council direction, administration has researched creating a bylaw that is more restrictive on development surrounding airport lands. Administration has found that there is no other municipality that has done anything as restrictive as we are proposing. The most appropriate course of action is to approve an Airport Development Plan or purchase the property.</p>

La Crete Area Structure Plan Revision	Q2 2021	Need to recreate future transportation plan/network for the area west of 100 <sup>th</sup> Street and south of 109 <sup>th</sup> Avenue. Actively working on new mapping. The new plan should be ready in time for the La Crete open house.
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**Personnel Update:**

The GIS Technician position has been filled and the new employee starts April 6, 2021.

The Planning and Development Administrative Assistant is advertised and I am conducting interviews.

**Other Comments:**

The development community has been extremely active, asking questions, requesting file searches on properties, and to be provided proposed development fee summaries. I have met with several developers to discuss their projects and support them with the process.

The department is supporting the La Crete offsite levy project in conjunction with the Projects and Infrastructure department. We are planning for an open house style engagement in April to align with the MDP/LUB/ASP open house in La Crete.

I am also supporting the Mitigation team with communication alignment, legal assistance, and community planning.

## MONTHLY REPORT TO THE CAO

For the Month of March 2021

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/21	

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/21	Two trickle systems remain to be repaired but administration will complete a review of aqua-flo box services to be repaired as well.
Potable Water Supply North of the Peace River	Nov/21	No further information after Provincial Administration requested information for a briefing note to the DM in late summer 2020. Awaiting grant funding.
Waterline Blue Hills	Nov/21	No further information after Provincial Administration requested information for a briefing note to the DM in late summer 2020. Awaiting grant funding.
Diversion Licence Review	Dec/21	I received a call from minister Nixon's office regarding this in November so it sounds like there is follow up happening. This item is also included in red tape reduction presentation.
La Crete Future Water Supply Concept	Dec/21	Project will somewhat align with Well #4 project.
LC Future Utility Servicing Plan	May/21	Report is complete. Byron is currently working on creating off-site levy bylaw. Jenn is creating borrowing bylaw for storm Pond 'A'.
LC – Well #4	Nov/21	Reviewing proposal from consultant.
LC – North Sanitary Trunk Sewer	May/21	Report is complete. Byron is currently working on creating off-site levy bylaw &

		Helix is providing a scope change proposal for the project.
ZA – Sewage Forcemain	Nov/21	Approved for funding under AMWWP but requesting to move funds to urgent needs in Fort Vermilion as per council motion.
ZA- Distribution Pump House Upgrades	Nov/21	Working with engineer on change of project scope to get project closer to budgeted estimate.
ZA- Lift Station Upgrades	Nov/21	Will apply for grant funding in a future year as per council motion.
LC/FV – Hill Crest School Waterline Extension	Jun/21	Project is complete with the exception of final landscaping and grass seeding which will occur in spring.
LC – WTP Tower	Sept/21	Administration has had ongoing discussions w/ Telus but due to protocols that would be required to use their tower, we are further investigating our own tower and requesting quotes.

**Personnel Update:**

Bill Lindsay has a much deserved 2 weeks of vacation so we have other operators rotating through covering off and looking after Zama.

**Other Comments:**

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Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County

## MONTHLY REPORT TO THE CAO

For the Month Ending March, 2021

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2020 Operating & Capital Budget	Ongoing	Year End review and updates in progress. Prepare reporting for Onsite Year End Audit
MSI Reporting	Ongoing	Projects submitted for MSI funding in 2020 budget approved. SFE prepared for submission post audit.
GAS Tax	Ongoing	Awaiting approval on 2020 projects submitted. Financial Statement Audit review by Municipal Affairs ongoing. Awaiting approval 2016-2019, 2020 SFEs
Disaster Recovery Program  <i>2018 Peace River Ice Jam</i>  <i>2019 Chuckegg Wildfire</i>   <i>2020 Peace River Ice Jam / Overland Flood</i>	Ongoing	DRP reviewing projects for approval for payment. Some projects ongoing.  Projects submitted under review.  Administration is still gathering requested information on road project.  Work w various GOA agencies on the flood recovery plan and funding streams available.  Attend conference call re: DRP applications and resident information updates  Assist residents / businesses via phone calls and in person meetings.  Meet with community support agencies to discuss assistance available to residence post

		<p>flood and with Provincial restrictions in place.</p> <p>Administration developing a plan on updating communication needs with residents regarding this event.</p> <p>Continue final review of completed projects for submission to DRP.</p> <p>Attend numerous Disaster Recovery Team meetings.</p>
2021 Operating & Capital Budget	Ongoing	<p>Working towards updating computer systems with approved 2021 Operating and Capital Budget to current Council motions.</p> <p>5 year capital plan requirements to be brought to upcoming Committee of the Whole for discussion.</p>
Tax Collection – Lawyer	Ongoing	<p>tax collection files currently</p> <p>1 – agreement signed</p> <p>1 – filed in the courts</p>
Emergency Management Team – COVID 19 response	Ongoing	<p>Track costs incurred for submission with MOST funding grant. Finalized March 31.</p> <p>Review documentation received from Non Profit Organizations in their grant applications for COVID 19 expenditures, and loss of revenues.</p> <p>Payments released, along with COVID 19 supplies to assist in offsetting future costs of supplies.</p>
Policy Review		<p>Review and recommend amendments to various Policies.</p> <p>Administration Policies presented at March Committee of the Whole and Council meetings.</p> <p>Finance Policies be presented in April Committee of the Whole meetings</p>

Attend Various meeting		Regular Council meetings March 9, 24 Gas Tax March 10,15,30 Outstanding Tax Agreement March 16 DRP related meetings March 2,5,8,10,11,12,19,23,25
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## **Monthly Report to the CAO**

For the Month of March, 2021

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

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### **Meetings Attended in March 2021**

Council  
Community Services  
Waste Transfer Station Caretakers  
Managers  
Alberta Agriculture and Forestry  
Disaster Recovery  
FRIAA  
Joint Work Site Health and Safety Committee

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

Activity Summary Report for March 2021

01- Alarms  
10 - Fire  
07 - Medical Co-response  
02 - Motor Vehicle Incident  
0 1– Hazmat/Hazard

### **Parks and Recreation**

Campground Caretakers will be scheduled to attend an “Start-up” meeting sometime the first week in May. Firewood is a concern. There is a stockpile of “Split” firewood in La Crete and an unprecedented amount of blocked up fire wood. It is estimated that the split stockpile would provide wood to all campgrounds for a good portion of the season. It has been suggested to divide all this wood between all 3 campgrounds for this year only. Will be bringing this to a Community Service meeting for further discussion.

### **Transfer Stations.**

There are only a few residents that are complaining about the Fee change at Waste Transfer Stations. Caretakers are informing Administration that the public is accepting the new rates and generally understand. Levels and amounts of waste for the month of Jan – March will be provided to Council next meeting or at a Committee of the Whole. There has been a decline in transfer station use.

**Forestry/FRIAA**

Mackenzie County has been short listed for Grant funding (\$34,000) Administration is required to submit a more detailed plan to perform 400 FireSmart Home Assessments within the County. This would include both rural and urban residents.

The area of focus will primarily be to residents that were affected by the Chuckegg fire. Residents from Tompkins Landing (La Crete Ferry) moving north to the area and hamlet of La Crete to residents on the north side of the Peace River towards Machesis Lake.

**Ambulance Buildings – Alberta Health Services**

Alberta Health Services have agreed with the increase of \$1000.00 per unit, for the lease of the Ambulance buildings in High Level, Fort Vermilion and La Crete.

## Monthly Report to the CAO

For the month of March, 2021

From: Jeff SIMPSON, B. Comm, GDM  
Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	Completed multiple County Policy Reviews, forwarded to COW and/or Council for approval. Reviewed all Carry Forward and current Capital Projects with approved budgets; intention is to proceed with all projects in 2021 as approved.
Airport Maintenance	Ongoing	Ongoing efforts to maintain airport operations throughout winter including snow removal and ice reduction (when applicable), changed lights when needed to airport runway.
Bridges	Ongoing	Cleaned bridge decks and guard rails of snow.
Facilities	Completed	Completed transportation of tent structures to Zama for Community Services.
Gravel Program (2021)	Ongoing	Re-Gravel Tender documents prepared and distributed for review and submission.
Ice Bridge	Ongoing	Ice Bridge reached maximum capacity of 63,500 tonnes. Inspections continue with 2 per week. Weight was reduced on April 1 to 55,000 tonnes based on ice thickness and warm weather.
Road Maintenance	Ongoing	Minor pothole repairs completed. Regular maintenance and snow removal completed throughout County.
Snow Removal	Ongoing	Snow piles removed from La Crete and Fort Vermilion hamlets to snow dumping area. Also completed snow removal from all County facilities including offices, waste transfer stations, emergency services, etc.
Spring Preparations	Ongoing	Spring preparations began throughout the county with ditch clearing, culvert steaming, and road maintenance for any over land flooding.

**Meetings Attended:**

<b>Date</b>	<b>Description</b>
Mar. 4/21	Pinnacle Development Meeting – Oiled Roads
Mar. 8/21	Management Meeting
Mar. 8/21	Zoom meeting with MPA Engineering (BIM / Bridge Maintenance 2021)
Mar. 9/21	Council Meeting
Mar. 10/21	Team Meeting
Mar. 15/21	Mitigation Planning Meeting
Mar. 16/21	Mitigation Planning Meeting - Communication
Mar. 18/21	Team Meeting
Mar. 19/21	Health and Safety Meeting
Mar. 19/21	Mitigation Meeting with Residents (Buttertown)
Mar. 22/21	Project Meeting w/WSP – La Crete 94 Ave / 100 Street Traffic Lights
Mar. 23/21	Committee of the Whole Meeting
Mar. 24/21	Council Meeting

**Personnel Update:**

March provided the opportunity to further explore all Carry Forward and Current Capital projects (excluding any DRP/Mitigation related projects). Implementation of electronic project management software amongst Operations has been extremely successful and streamlined communication, task management, and project planning (further development and exploration to continue). Re-Gravel, Line Painting, and Crack Filling packages all sent out for tender. Spring preparations and run off water mitigation efforts were conducted throughout.

**Submitted by:**

**Jeff SIMPSON, B. Comm, GDM**  
**Director of Operations**

**REPORT TO CAO**

March, 2021

From: Grant Smith, Agricultural Fieldman

**Annual Operating Programs, Projects and Activities**

Program/Activity/Project	Timeline	Comments
Roadside Spraying	March, 2021	Roadside Spraying Proposals closed on March 19 <sup>th</sup> . They were opened at the ASB mtg. on March 22 <sup>nd</sup> . Upon review of the proposal's matrix system the ASB made a recommendation to Council to award at the March 24 <sup>th</sup> Council mtg. Council awarded to Outback Ventures of La Crete. This is a three year contract with an option year at the County's discretion.
Weed Inspection	2021	Two seasonal Weed Inspectors will be hired. Start date is early May.
Ag Land Development Proposals	March, 2021	Proposals closed Feb. 23 <sup>rd</sup> and were opened at the Feb. 24 <sup>th</sup> Council mtg. Only one proposal was received. Administration will negotiate with proponent on compensation and bring back to Council.
Emergency Livestock Response Plan	2021	The Draft has been completed, and will be forwarded to AEMA for ratification.
Seed Cleaning Plant Inspections	2021	Seed Cleaning Plants were inspected on January 7 <sup>th</sup> . Frontier Seed Plant: 93% Sunrise Mobile Plant: 92% Both plants are maintained well and run efficiently. The High Level Plant was not inspected due to renovations.
Shelterbelt Program	Spring 2021	Trees were picked up in Fairview on June 10 <sup>th</sup> . A total of 9940 seedlings were received. The only species not received was Golden Willow. Species received: White Spruce, Blue Spruce, Lilac, Siberian Larch, Green Ash & Lodgepole Pine. Order deadline is Dec. 31 <sup>st</sup> .

		Orders will be picked up in Fairview late May.
VSI Program	2021	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate.
Water Pumping Program	2021	The water pumping program will continue until October 31 <sup>st</sup> , the rental rates will double in November. There has been six rentals this year.
Roadside Mowing	2021	Commencement date is July 11 <sup>th</sup> . Administration will be meeting with Contractors prior to commencement date to update on requirements, culvert damage, etc. All mowing contracts will be publicly tendered in 2022.
Crop Pests	2020	Clubroot of Canola testing has begun. Around 75-100 fields will be tested. Suspicious samples were sent to a lab in Sherwood Park, the results were negative.
Spring Ditch Maintenance	March, 2021	Major problem areas in County Flood Control channels and road ditches will be opened to prepare for runoff to avoid flooding and avoid erosion damage to infrastructure. Areas to be monitored are Buffalo Head, Blue Hills, La Crete East, High Level. Local contractors will be utilized.

**Capital Projects**

Projects	Timeline	Comments

**Personnel Update:**

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**Other Comments:**

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Campground Glamping – Fee Amendment</b>

**BACKGROUND / PROPOSAL:**

Three tent-like structures are being relocated to Machesis Lake Campground for the purpose of “Glamping”

Since this is a new service being introduced at our campsites, a fee rate was discussed at a Community Services meeting.

Community Services made the following motion

CS 21-04-028

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.

**OPTIONS & BENEFITS:**

Option 1

Approve a Fee Schedule amendment as

Machesis Lake – Glamping	\$50.00 per Night
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Option 2

Continue with present Parks Fee Schedule

**COSTS & SOURCE OF FUNDING:**

There would be no additional cost and the revenue stream is undetermined at this time.

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

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Public announcement – Social media  
Notify Campground Caretakers of new fee.

**POLICY REFERENCES:**

Bylaw 1194-20  
Fee Schedule Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

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.

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



**PARKS**

**Section 1: General Park Fees**

Day Use	Overnight	Weekly	Shelter Rent	Seasonal or Monthly Camping Stalls	Marina Dock Rental
<b>Wadlin Lake</b>					
No Charge	\$25	\$120	\$50/day for shelter rental	N/A	\$8/day with camping stall; \$10/day without camping stall
<b>Machesis Lake</b>					
No Charge	\$25	\$120	\$50/day for shelter rental	Non-Serviced: \$200/Month	N/A
<b>Machesis Lake Equine Campground</b>					
\$5/horse	\$25 plus \$5 per horse	\$120 plus \$5 per horse	N/A	N/A	N/A
<b>Hutch Lake</b>					
No Charge	\$25	\$120	\$50/day for shelter rental	N/A	N/A
<b>Zama Community Park</b>					
No Charge	Non-Serviced: \$10 Partially Serviced: \$15 Fully Serviced: \$20	Non-Serviced: \$60 Partially Serviced: \$90 Fully Serviced: \$100	\$50/day for shelter rental	<u>Monthly:</u> Non-Serviced: \$200 Partially Serviced: \$275 Fully Serviced: \$400	N/A
<b>Tourangeau Lake</b>					
No Charge	N/A	N/A	N/A	N/A	N/A
<b>Fort Vermilion Bridge Campsite</b>					
No Charge	N/A	N/A	N/A	N/A	N/A





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Waste Transfer Station – Fee Amendment</b>

## **BACKGROUND / PROPOSAL:**

Council members have asked Administration to investigate amending the Fee Schedule By-law to allow for a Five dollar (\$5) charge at waste transfer stations.

For some residents the storage of garbage until a six bag limit has been reached is not practical. These residents only produce a small quantity of waste per week/month and would like to dispose of it without paying the ten-dollar fee that is set for a higher quantity of waste. Presently the Fee Schedule by-law is:

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

<b>At Regional Landfill</b>	
Current rate as set by the Mackenzie Regional Waste Management Commission	
<b>At Transfer Station</b>	
<b>Household, Miscellaneous, Burnable Material &amp; Construction/Renovation Waste</b>	
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
<b>Fees for Dumping Loads into 40 Yard Bins</b>	
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.

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

**OPTIONS & BENEFITS:**

Option 1

Approve a Fee Schedule amendment as

Hamlet & Rural Residential Waste (up to three (3) bags)	\$5.00
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Option 2

Continue with present Solid Waste Fee Schedule

**COSTS & SOURCE OF FUNDING:**

There would be no additional cost and the revenue stream is undetermined at this time.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Public announcement – Social media  
Notify WTS Attendants of new fee.

**POLICY REFERENCES:**

Bylaw 1194-20  
Fee Schedule Bylaw

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority
  Requires 2/3
  Requires Unanimous

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

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 23, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Community Services Policies to be Amended or Rescinded</b>

## **BACKGROUND / PROPOSAL:**

Council requested that Administration conduct a policy review. Administration was directed to bring forward recommendations at each Committee of the Whole meeting in regards to policy amendments or rescinding policies.

Committee of the Whole has reviewed ADM042 – General Safety Policy and ENF001 Auxilart Constables on March 23, 2021 and made the following Motions.

COW 21-03-031

That a recommendation be made to Council to amend Policy ADM042 General Safety Policy as discussed.

COW 21-03-032

That a recommendation be made to Council to rescind Policy ENF001 Auxiliary Constables.

### **Policy ADM042 General Safety Policy**

Administration is recommending changes to Policy ADM042 - General Safety Policy to reflect the new name change of the Joint Work Site Health and Safety Committee and to change the required amount of meetings the Committee is required to hold.

### **Policy ENF001 Auxiliary Constables**

Administration is recommending that Policy ENF001 Auxiliary Constables be rescinded as the municipality no longer operates this program .

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

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 1**

That Policy ADM042 General Safety Policy be approved as presented/amended.

**Motion 2**

That Policy ENF001 Auxiliary Constables be rescinded.

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

## Mackenzie County

<b>Title</b>	<b>GENERAL SAFETY POLICY</b>	<b>Policy No:</b>	<b>ADM042</b>
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### **Purpose**

Mackenzie County is committed to the health and safety and welfare of its employees in compliance with the OH&S Act. This includes providing a safe work place for its employees by incorporating and enforcing safe working conditions and practices.

The purpose of this policy is to ensure that health and safety are given primary importance in planning and operating municipal activities in order to protect employees against hardship and suffering caused by work related injuries.

### **Policy Statement**

1. Every employee is entitled to work under the safest possible conditions, and every reasonable effort shall be made to provide for the safe and healthy working conditions and to eliminate hazards that can cause injury to workers or damage to property or equipment.
2. Management is responsible for the promotion of safety and the education of all employees.
3. Each individual employee is responsible for the success of the health and safety program and will cooperate with supervisors to this end.

### **Procedure:**

A safe and healthy work environment is a goal everyone shares. For that reason, the Occupational Health and Safety Act is an important piece of legislation which was passed to protect employer, management and workers. The Act provides minimum standards within which the County, Management, Supervisors, Employees and Contractors must work together to keep the work site safe and free from health hazards.

All employees shall adhere to the guidelines defined in the Mackenzie County Employee Safety Handbook. If a contradiction between policy and procedures arises, the County Chief Administrative Officer shall resolve the issue by approving amendments to procedures or recommending changes to policy.

**RESPONSIBILITIES OF COUNCIL, MANAGEMENT, DEPARTMENT HEADS,  
EMPLOYEES & THE JOINT WORK SITE HEALTH & SAFETY COMMITTEE**

**Council:**

To encourage a healthy and safe work place by:

- a) providing the necessary funding for safety related programs, equipment and clothing;
- b) approving the appropriate policies.

**Chief Administrative Officer and Directors:**

- To provide information, instructions, and assistance to all supervisory staff in order to protect the health and safety of all employees.
- To provide all supervisory staff with an understanding of the Mackenzie County Occupational Health & Safety Program as well as relevant occupational health and safety legislation.
- To ensure that supervisors and employees are aware of and adhere to policy and procedures regarding the care and maintenance of buildings, equipment, vehicles, tools and personal protective equipment.
- To approve ongoing training programs and first aid courses.
- To participate in formal worksite inspections.
- To review incident and near miss reports and provide direction and/or comments.
- To act as a liaison between employees, supervisors, the Joint Health & Safety Committee and the County Council.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

**Supervisors:**

- To understand and enforce the Mackenzie County Occupational Health & Safety Program.
- To ensure that employees are trained and demonstrate competency in the operation, care and maintenance of vehicles and equipment.
- To review with employees all Hazard Assessments pertinent to their department and highlight any potential dangers and how to isolate, prevent and remove them.



- To complete all incidents or near miss reports immediately, to assist in the investigation of all incidents and near miss reports and to advise management on how to prevent similar accidents in the future.
- To carry out regular inspections of the work place to ensure a safe and healthy environment.
- Co-operate with OH&S and provide any information requested during an investigation.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

**Employee:**

- To read, understand and comply with the Mackenzie County Safety Employee Handbook, safety policy, directives, safe work practices, and Occupational Health and Safety procedures and rules.
- To use the safety equipment and personal protective devices and clothing required by regulations and the County.
- To notify their supervisor of any unsafe conditions or acts that may be of danger to other workers or themselves.
- To notify Management if a hazard is not rectified.
- To report all accidents and injuries in writing to their supervisor as soon as possible.
- To take precautions to protect the safety of other workers and themselves.
- If asked to do work that he/she believes poses imminent danger to himself/herself or others, refuse to do it and
  - 1) immediately notify Supervisor
  - 2) explain reason
  - 3) if Supervisor does not agree, contact Management.
- Co-operate with OH&S and provide any information requested during an investigation.

**Contractors**

- Where a contractor is HIRED BY the County and is not designated as a “Prime Contractor” by contract, they shall abide by the County Safety Policies.
- The contractor shall provide and use safety equipment and personal protective devices and clothing required by regulations and the County.

- The contractor shall notify the responsible County employee of any conditions of concern.
- The contractor shall report all incidents, near misses and injuries in writing to the responsible County employee as soon as possible.
- The contractor shall take precautions to protect the safety of other workers and themselves. If asked to do work that the contractor believes is imminent danger to himself/herself or others, refuse to do it and:
  - notify responsible County employee or designate,
  - explain reason,
  - if responsible employee or designate does not agree, contact the Director of that department or the Chief Administrative Officer.
- All contractors, non-prime and commenced equipment operators/contractors must obtain, read and understand the contents of Mackenzie County's "Contractor Safety Handbook" and complete the Field Hazard Assessment/Tailgate Safety Meeting Form.
- Failure to meet the requirements of Mackenzie County's Health & Safety Program may result in the following disciplinary actions:
  - 1) Verbal warning will be given to the contract owner or representative.
  - 2) Written warning will be given to the contract owner or representative.
  - 3) Termination of contract.

### **Visitors**

- All visitors must comply with the Mackenzie County Health & Safety Program.

### **Joint Work Site Health & Safety Committee**

The Committee shall be comprised of a minimum of three members from Management and three employee representatives appointed by the Union (Article 28.01).

The objectives of this Committee are to:

- a) encourage the County and all its employees to work together in the identification and evaluation of health and safety concerns.
- b) recommend solutions to unsafe procedures and health threats.

- c) provide a recommended General Safety Policy.
- d) review the incident reports and make recommendations to the Chief Administrative Officer.
- e) maintain Mackenzie County's Safety Program.
- f) meet minimum legislated requirements.

This Committee will meet at least ~~ten (10) times a year~~ quarterly as outlined the Occupational Health and Safety Act. All meetings are open to all employees and minutes will be prominently posted and filed as required by legislation. This Committee will report to the Chief Administrative Officer.

This policy shall be reviewed and signed off annually by the Chief Administrative Officer.

	Date	Resolution Number
<b>Approved</b>	25-Jul-03	03-403
<b>Amended</b>	15-Jan-13	13-01-030
<b>Amended</b>	26-Mar-14	14-03-175
<b>Amended</b>	29-Jul-15	15-07-497
<b>Amended</b>	08-Mar-16	16-03-157
<b>Amended</b>	08-Oct -19	19-10-550
<b>Amended</b>	05-Nov-19	19-11-666

CAO Signature: \_\_\_\_\_ (original signed)

Date: \_\_\_\_\_



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>AUXILIARY CONSTABLES</b>	<b>Policy No.</b>	<b>ENF001</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5</b>
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### **PURPOSE**

Auxiliary Constables are citizens who are appointed Peace Officers for the purpose of complementing the M.D. of Mackenzie Constabulary. They provide limited assistance in both normal and emergency enforcement operations.

### **Policy Statement and Guidelines**

#### **1) General:**

- a) As Auxiliaries are volunteers of the M.D. of Mackenzie No. 23, they are subject to certain benefits as outlined in Section 2 (b).
- b) An identity card issued to an Auxiliary Constable does not imply that the person is a member or volunteers of the M.D. of Mackenzie No. 23 when not accompanied by a regular member of the M.D. of Mackenzie Constabulary.
- c) An Auxiliary Constable will perform only the duties authorized in Section 4.
- d) An Auxiliary Constable must wear the uniform provided by the M.D. of Mackenzie Constabulary when performing duties on behalf of the M.D. of Mackenzie No. 23.
- e) An Auxiliary Constable does not receive remuneration for services rendered except as provided in Section 5.

### **Procedures**

#### **2) Qualifications:**

- a) An applicant who volunteers as an Auxiliary Constable must:
  - i) be a Canadian Citizen;
  - ii) be of good character;
  - iii) have a mature and responsible attitude;
  - iv) have successfully completed a high school education or have equivalent work related experience;
  - v) possess a valid drivers license;
  - vi) be eligible for Special Constable status;
  - vii) have no apparent business or employment conflict of interest.

- b) A person appointed as an Auxiliary Constable, before being tasked by the M.D. of Mackenzie Constabulary, must:
  - i) be covered by insurance by the M.D. of Mackenzie No. 23 against injury and civil liability; and
  - ii) have completed a training program, approved by the Director of Enforcement Services, for Auxiliary Constables.
- c) An Auxiliary Constable may, subject to conditions set by the Department of Justice of the Province, be restricted when exercising the powers of a Peace Officer to occasions when the Auxiliary Constable is in the company of and directed by a member of the M.D. of Mackenzie.

### **3) Program Administrative:**

The Director of Enforcement Services:

- a) May designate a regular member as the Auxiliary Constable Co-ordinator.
- b) Shall maintain up-to-date departmental directives on the program.
- c) Shall maintain the minimum level of competency and proficiency of Auxiliary Constables through periodic refresher training.
- d) Shall maintain a file on all correspondence, appointments and other documents pertaining to each Auxiliary Constable.
- e) Shall have the Auxiliary Constable Co-ordinator interview each Auxiliary Constable at least once each year to:
  - i) assess the program;
  - ii) identify training needs;
  - iii) discuss problems.
- f) Shall submit a performance report on each Auxiliary Constable once each year
- j) Shall if an Auxiliary Constable's conduct is such that it would bring the program or the M.D. of Mackenzie Constabulary into disrepute:
  - i) notify the person that his/ her services are terminated, and;
  - ii) report the circumstances and reason for termination to the Department of Justice.
- k) Shall have the Auxiliary Constable Co-ordinator report regularly to the Director of Enforcement Services on performance of all Auxiliary Constables and the program in general.

### **4. Duties and Restrictions:**

- a) Duties that Auxiliary Constables may perform under direct control of a regular member are:
  - i) Crime Prevention Programs, e.g. Operation Identification, Building Security, Neighborhood Watch, Traffic Check;
  - ii) Crowd Control, e.g. to maintain the peace at functions, parades and other public events;

- iii) jobs that do not require direct involvement in an investigation, e.g. guarding a crime scene to protect evidence; and
- iv) other duties as authorized by the Director of Enforcement Services.

b) Duties that Auxiliary Constables may not perform are:

- i) the operation of a police vehicle, except in an emergency;
- ii) the issuance of a traffic ticket or execution of a warrant unless accompanied by a regular member of the M.D. of Mackenzie Constabulary; or
- iii) any investigation or enforcement action except when confronted with an emergency.

**5. Pay or Compensation:**

- a) The M.D. of Mackenzie No. 23 may pay a honoraria to an Auxiliary Constable during a declared emergency.
- b) When on duty during an emergency, an Auxiliary Constable may recover out of pocket expenses by submitting an expense claim form to the Director of Enforcement Services.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	June 18, 2002	02-459
<b>Amended</b>		
<b>Amended</b>		







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>La Crete Recreation Society – Emergent Funds Request</b>

**BACKGROUND / PROPOSAL:**

On December 10<sup>th</sup> 2020 the La Crete Recreation Society made a motion to submit the Ranwal Plumbing and Heating Invoice to Mackenzie County as an Emergency Capital project,

Two of the heat pumps had quite and where replaced on the arena lobby boiler and one pump was replaced in the bowling alley boiler. There where additional costs due to extra plumbing required to adapt to the new pump.in the bowling ally.

These pumps are required to provide heat for the facility.

The following excerpt is from the Facility Agreement.

15.7 Emergency Repairs: Emergency Repairs may be carried out as per County Policy ADMO4I:

- a) “Emergency” means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.
- b) It is understood that such an occurrence or situation could not have been reasonably predicted or anticipated.

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

**OPTIONS & BENEFITS:**

Option 1

Approve requests.

Option 2

Deny requests.

**COSTS & SOURCE OF FUNDING:**

\$ 8186.76 – Grants to Other Organizations – General Capital Reserve

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

ADM041 Recreational Capital Projects

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

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

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Borrowing Bylaw 1218-21 – North Storm Pond “A” – Hamlet of La Crete</b>

## **BACKGROUND / PROPOSAL:**

At its meeting held on March 24, 2021 Council approved the capital project – North Storm Pond “A” - Hamlet of La Crete project with the funding by debenture, and future off-site levies.

**MOTION 21-03-240**  
Requires 2/3

*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.*

**CARRIED**

As the project is anticipated to begin in the coming months, and the next application deadline is April 30, 2021, this report is seeking the first reading of the required borrowing bylaw.

## **OPTIONS & BENEFITS:**

In accordance with the *Municipal Government Act* (MGA) and the requirements of the Alberta Capital Finance Authority, specific processes must be undertaken to ensure that the municipality has obtained all approvals required for the project and has complied with all applicable legislation, statutes and regulations. This report summarizes the general requirements that must be met.

The municipality must comply with *Section 257* of the *MGA* since the proposed borrowing does not exceed five (5) years. The project must be within an approved budget, and does not need to be advertised as the borrowing does not exceed 5 years. The proposed bylaw is attached to this report. At this time, administration is only seeking first reading of the bylaw, and if passed will be brought forward to the next Council meeting of April 28, 2021 for second and third reading.

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

The attached bylaw details all requirements under the *MGA*. Generally, the rate details in the bylaw are presented at higher than expected borrowing rates to account for potential rate up turns prior to actual borrowing dates. The Alberta Capital Finance Authorities current 5-year rate is 1.17%, and administration will seek out the best market rate available at the time the funds are needed.

**COSTS & SOURCE OF FUNDING:**

The 2022 and future years Operating Budgets will provide for the interest and repayment of the borrowed amount. The estimated costs for borrowing would be approximately \$113,570 in 2021 and \$227,140 in the 4 subsequent years.

Although this will require new borrowing, overall, the total financing costs of the municipality has declined due to other borrowings being fully repaid in 2020 and 2021. The municipality will also continue to be significantly below the borrowing limits established by Alberta Municipal Affairs.

Administration is also establishing an off site levy fee that is being presented to Council at this meeting, which will assist in funding this project.

**SUSTAINABILITY PLAN:**

This project will assist in current drainage issues, and future anticipated development.

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Motion #1

- Simple Majority       Requires 2/3       Requires Unanimous

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

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

**BYLAW NO. 1218-20**  
**BEING A BYLAW OF THE**  
**MACKENZIE COUNTY**  
(hereinafter referred to as “the County”)  
**IN THE PROVINCE OF ALBERTA,**

**This bylaw authorizes the Council of Mackenzie County to incur indebtedness by the issuance of short-term borrowing in the amount of ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$1,100,000) for a period not to exceed FIVE (5) years, for the purpose of financing the construction of the North Storm Pond “A” – Hamlet of La Crete project.**

**WHEREAS,** under the authority and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000 c. M-26, the Council of the County may pass a bylaw to borrow money on a short-term basis for the financing of an operating expenditure and/or capital property expenditure; and

**WHEREAS,** the Council of the County have decided to issue a by-law pursuant to Section 257 of the *Municipal Government Act* to authorize a borrowing made for the purpose of financing a capital property when the term of borrowing is FIVE (5) years or less; and

**WHEREAS,** the North Storm Pond “A” – Hamlet of La Crete project, as approved by Council in capital expenditures, including all the specifications, was prepared with the total cost estimated to be ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$1,100,000); and

**WHEREAS,** in order to complete the North Storm Pond “A” – Hamlet of La Crete project, it will be necessary for the County to borrow the sum of ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$1,100,000), which is the projected County cost, for a period not to exceed FIVE (5) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

**WHEREAS,** the estimated lifetime of the project financed under this by-law is equal to, or in excess of twenty (50) years; and

**WHEREAS,** the principal amount of the outstanding debt of the County at December 31, 2020 is \$12,981,875 and no part of the principal or interest is in arrears; and

**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 THE COUNTY DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of North Storm Pond "A" – Hamlet of La Crete project, the sum of **ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$1,100,000)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.
2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this by-law, namely the North Storm Pond "A" – Hamlet of La Crete project.
3. The County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed FIVE (5) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed FIVE (5%) percent.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
6. The net amount borrowed under the by-law shall be applied only to the project/program specified by this by-law.
7. This by-law comes into force on the date it is passed.

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.

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Josh Knelsen  
Reeve

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Len Racher  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Cheque Registers – March 22, 2021 – April 9, 2021</b>

**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 March 22 – April 9, 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:**

2020 & 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 March 22, 2021 – April 9, 2021 be received for information.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 14, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>Public Works Policies</b>

## **BACKGROUND / PROPOSAL:**

Administration presented some policies at the Committee of the Whole meeting on March 23, 2021.

The recommendation was to bring the following policies to Council for rescinding:

- PW008 Axel Loading Policy
- PW025 Infrastructure for New Development
- PW030 Use of Municipal Equipment

The recommendation was to bring the following policy to Council for amending:

- PW005 Road Maintenance
- PW010 Road Protection Agreement Policy
- PW020 Road Repair and Rehabilitation

## **OPTIONS & BENEFITS:**

A copy of the policies are attached.

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

## **SUSTAINABILITY PLAN:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW008 Axel Loading Policy, be rescinded.

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW025 Infrastructure for New Development, be rescinded.

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW030 Use of Municipal Equipment, be rescinded.

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW005 Road Maintenance, be amended as presented.

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW010 Road Protection Agreement Policy, be amended as presented.

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW020 Road Repair and Rehabilitation Policy, be amended as presented.

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

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Axle Loading Policy</b>	<b>Policy No:</b>	<b>PW008</b>
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<b>Legislation Reference</b>	<b>Motor Transport Act</b>
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### **Purpose**

To provide for implementation of axle loading restrictions on roads under the control and management of the Municipal District of Mackenzie No. 23.

### **Policy Statement and Guidelines**

The Director of Operational Services, or designate, has full power and authority to implement axle loading and other restrictions pursuant to the provisions of the Motor Transport Act, the guidelines included in this policy and in the Road Protection Agreement Policy.

#### **Guidelines:**

1. Roads will be inspected on a frequent basis to determine when axle loading restrictions should be placed in a particular area.
2. In general, axle loading restrictions will not be issued on a municipality wide basis. The Municipal District of Mackenzie No. 23 is about 180 miles from north to south and over 200 miles from east to west. Conditions will not be uniform across this large geographic area.
3. Road bans will not be placed until absolutely necessary. Soft shoulders, rutting or other road damage should be imminent, or evident, before axle loading restrictions are put in effect.
4. Usually the axle loading restrictions will be removed when the frost is out and the water has drained away from the road side.
5. Should it be absolutely necessary to haul materials, a Road Protection Agreement may be entered into with the hauler.
6. Persons, or firms, who have entered into a Road Protection Agreement may be allowed to self-issue an authorization to haul the next higher level of axle loading restriction ( i.e. if the axle loading restriction is 75%, they may self issue an authorization to 90% axle loading under the terms and conditions of the Road Protection Agreement by leaving a recorded telephone message.) During the worst period of spring break-up this option would not be available as the probability of damage to the road is too great.
7. A recorded announcement will be kept on a dedicated telephone line so that road users may easily find out what restrictions are in effect and where.
8. There will be no charge for the issuance of Road Protection Agreements.

By entering into a Road Protection Agreement a hauler with a tridem axle validates that tridem axle for maximum allowable axle loading for the tridem within the Municipal District of Mackenzie No. 23 subject to any axle loading restrictions that may be issued. (Currently section 9(1),(f),(ii) of the Public Vehicle Dimension and Weight Regulation of the Motor Transport Act, states that "...no person shall operate a public vehicle on a highway when; in the case of a vehicle having a tridem axle group; on a local road, the gross weight on the axle group exceeds 17000 kilograms).

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 6/01</b>	<b>01-136</b>
<b>Amended</b>		
<b>Amended</b>		

## Municipal District of Mackenzie No. 23

Title	Infrastructure for New Development	Policy No.	PW025
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Legislation Reference	Municipal Government Act, Section 18
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**Purpose:**

To provide guidelines for the cost of infrastructure for new industrial development.

**Policy Statement and Guidelines**

Council for the Municipal District of Mackenzie recognizes that there remains a vast undeveloped area within the municipality. Appropriate infrastructure such as gas, electrical and telephone lines are not always readily available to new development in outlying areas.

**Definition:**

For the purpose of the policy, the following shall mean:

1. Industry – industrial, commercial and confined feeding operations.
2. Infrastructure – gas, electrical, telephone and similar utilities.

**Guidelines:**

Although Council's goal is to encourage industrial development, due to budget constraints it is not feasible for the Municipal District to provide infrastructure for industry. Therefore, the following principles shall be implemented:

1. The Municipal District of Mackenzie shall not be responsible for providing infrastructure of any kind to outlying areas for the development of industry.
2. The development of infrastructure is primarily the responsibility of the property owner.
3. Council, at its discretion, shall consider road requests from industry on a case-by-case basis.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 19, 2002</b>	<b>02-218</b>
<b>Amended</b>		
<b>Amended</b>		

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Use of Municipal Equipment</b>	<b>Policy No.</b>	<b>PW030</b>
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### **Purpose:**

To authorize the use of municipal equipment by ratepayers, residents or any other municipality in cases of emergency or when no privately owned equipment is available.

### **Policy Statement and Guidelines**

When a ratepayer, resident or any other municipality requests use of municipal equipment, authorization may be given if no privately owned equipment is available or if it is an emergency. The MD of Mackenzie will make an effort to not compete with private enterprise.

Payment for the use of municipal equipment and employees may be requested at the rate, terms and conditions established in the fee schedule bylaw or 80% of the Alberta Road Builders Association rates. If the equipment rate is not established in either of these documents, the fee will be at the discretion of the Chief Administrative Officer.

A hold harmless agreement is required to be signed prior to commencement of any work on private property. Work is dependent upon whether the municipality has the capacity to perform the additional work.

In instances where the requested work may be problematic and/or has the potential to damage municipal equipment or employees, performing the work is at the municipality's discretion.

When motorized equipment is requested, municipal employees shall be provided to operate such equipment.

This policy does not apply to:

Agricultural Service Board equipment, and

Policies pertaining to the sale of rural snowplow flags.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>October 8, 2002</b>	<b>02-706</b>
<b>Amended</b>		
<b>Amended</b>		



**Municipal District of Mackenzie No. 23 Mackenzie County**

Title	ROAD MAINTENANCE	Policy No:	PW005
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Legislation Reference	Municipal Government Act, Section 18 and 532 (1)
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**Purpose**  
To establish maintenance standards for municipal roads.

**Policy Statement and Guidelines**

As determined by the ~~Superintendent~~ Director of ~~Road~~ Operations or Designate:

Hard surfaced roads shall be patched, crack-sealed and line painted. Roads shall be resurfaced in accordance with the municipality’s long range and annual road programs.

Oiled and calcium surfaced roads will be maintained if/when deemed necessary, at no additional operating cost to the County.

Gravel surfaces shall be graded and repaired and an annual gravelling program will be carried out in accordance with ~~the~~ Policy PW012 Gravel Supply ~~Road Gravelling Policy~~.

Winter grading operations shall be in accordance with ~~the~~ Policy PW004 Winter Road Maintenance ~~Policy~~.

Signage shall be installed in accordance with generally accepted engineering standards. The “Uniform Traffic Control Devices for Canada” shall be used as a guide.

Inspections shall be carried out as follows:

- bridges and major culverts (4 foot diameter or greater): at least once annually, in accordance with bridge inspections/reports and if an incident occurs
- ~~secondary highways~~ municipal paved roads: staff shall watch for and report any instances of deteriorated road conditions to ensure freedom from hazardous situations.
- local roads: during routine grader blading operations
- signage: staff shall watch for and report any instances where signage has been damaged or removed.

The Chief Administrative Officer is authorized to approve all routine maintenance

operations within the approved budget.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>Dec 18/98</b>	<b>98-390</b>
<b>Amended</b>		
<b>Amended</b>		

"J. Maine" (Signed)  
**Chief Administrative Officer**

"B. Bateman" (Signed)  
**Chief Elected Official**

## Mackenzie County

Title	Road Protection <del>Agreement Policy</del>	Policy No:	PW010
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Legislation Reference	Municipal Government Act Section 5 18
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### **Purpose**

To establish a Policy where firms and vehicle owners of large trucks/vehicles who wish to use Mackenzie County roads for an Intensive haul(s) may do so while ensuring that the user is responsible for road repairs and additional maintenance costs.

### **Policy Statement**

1. The CAO or designate, with the support of Council, has the full power and authority to implement road bans and restrictions pursuant to the Federal and Provincial guidelines for the purpose of protecting County owned assets.
2. Road Protection Agreements will be created to allow firms and vehicle owners of large trucks/vehicles, with the exemption of agriculture equipment to use Mackenzie County roads for Intensive hauls.
3. Haulers/~~companies~~ are required to complete and submit a Road Protection Application for the County's review.
4. Administration shall review the request and prepare a Road Protection Agreement with conditions for the haulers/~~companies~~ acceptance.

### **Definitions:**

- a) Intensive haul(s) means the movement of products or equipment that may potentially cause excessive wear and tear on County roads.
- b) Road Use Application is an application which includes designated haul route, duration of haul, the amount of loads per day, axle weight maximum, and items being hauled. ~~Schedule "A"~~.
- c) Road Protection Agreement is the agreement made by Mackenzie County with the Hauler/~~company~~. It defines the terms and conditions to enable the hauler to use haul route. ~~Schedule "B"~~.
- d) Hauler, for the purposes of this agreement, is the agreement holder and shall be either the primary company or the hauling company.

### **Responsibilities**

#### **THE HAULER SHALL:**

1. Complete a Road Protection Application a minimum 2 working days prior to commencement.
2. ~~Enter into~~ A Road Protection Agreement **must be approved** with Mackenzie County prior to hauling.
3. Abide by the conditions set out in the agreement which may include, but are not limited to duration of the haul, speed, time of haul, axle loading, special signing, traffic control persons and accommodation of other road users.
4. Be responsible for any additional maintenance and ice control on the haul route which may be required over and above that normally provided by the County.
5. Repair any road damage caused by the hauler; this may include regravelling of roads.
6. Not use tire chains on any paved or oiled roadways at any time, unless authorized by Mackenzie County.
7. Not park on public roadways such that they create an unsafe situation or cause a nuisance to other road users.
8. Cease hauling during adverse weather conditions, including excessive rain, or at the request of Mackenzie County.
9. Be required to provide dust control (water truck, or chemical application) on the haul road for any effected residences along the designated haul route, and other areas on the haul route as requested.
10. Clean all debris and/or mud tracked onto the road.
11. Notify Mackenzie County immediately upon completion of the haul.
12. ~~At the request from the Chief Administrative Officer of Mackenzie County provide a security deposit.~~ **If roads bans are in place, Road Protection Agreements are null and void.**

**MACKENZIE COUNTY SHALL:**

1. ~~Complete~~ **Review** the road use application **and prepare a Road Protection Agreement for applicant.**
2. Inspect the haul road(s) prior to use to determine the condition of the road.
3. Inspect the haul route throughout the agreement date, to ensure that road conditions are kept at an acceptable standard and to ensure the hauler is following all other conditions in the agreement.
4. Provide regular scheduled maintenance of roads. Any additional maintenance due to the haul is to be provided by the hauler.
5. Inspect the haul road(s) within 2 working days after the haul has ceased.

6. Implement road bans to control haulers activities if necessary.
7. Post Road Bans and restrictions on the County website and on social media.

**General Conditions:**

1. Any Hauler in violation of the terms of the Road Protection Agreement may have their permission to utilize the road suspended until such time as they comply with the conditions of the Agreement to the satisfaction of Mackenzie County.
2. Hauler shall indemnify and save harmless Mackenzie County against any claims and/or proceedings from third parties as a result of approval being granted for the use of County roadways in Mackenzie County.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	2001-03-06	01-137
<b>Amended</b>	2007-12-11	07-12-1111
<b>Amended</b>	2015-07-29	15-07-507
<b>Amended</b>		



~~Municipal District of Mackenzie No. 23~~ Mackenzie County

Title	Road Repair and Rehabilitation Prioritization Criteria	Policy No.	PW020
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Legislation Reference	Municipal Government Act, Section 18
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**Purpose:**

To establish criteria for road repair and rehabilitation.

**Policy Statement and Guidelines**

Existing roads within ~~the Municipal District of~~ Mackenzie County require repair and rehabilitation (R&R) work from time to time. Repair and rehabilitation priorities are hereby established as follows:

1. First priority shall be to repair and rehabilitate roads where the integrity of the road is affected or where there is an immediate safety concern.  
~~Properly signed curves are not considered a safety concern.~~
2. Second priority for road repair and rehabilitation shall be in the following order:
  - a) Collector
  - b) Local Road
  - c) Low Volume Farm Access
  - d) Field Access
3. Within the above categories, roads shall be prioritized as follows:
  - a) Ongoing maintenance costs;
  - b) Gravel frequency;
  - c) Grading frequency;
  - d) Excessive road width;
  - e) Brushing needs;
  - f) Condition of substructure - culvert placement;
  - g) Soft spots;
  - h) Drainage issues;
  - i) Projections for long-term use of the roads;
  - j) Road users – local traffic, commercial, industrial.
4. Administration shall recommend R&R priorities for Council adoption during the annual budgeting process.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	December 19, 2001	01-716
<b>Amended</b>	February 20, 2002	02-143
<b>Amended</b>		





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning and Development</b>
<b>Title:</b>	<b>Bylaw 1219-21 Residential Developer Incentive Bylaw (Repeal and Replace)</b>

## **BACKGROUND / PROPOSAL:**

On January 12, 2021 Council adopted the Developer Incentive Bylaw 1207-21, however a section was missing that caused the processing of applications to be unclear. To prevent issues caused by having multiple bylaws due to the necessary amendment, administration is proposing to repeal and replace the Bylaw 1207-21.

Bylaw 1219-21 contains a new section 5 which states that administration will refer qualifying applications for Developer Incentives to Council for decision and that no applications will be accepted after the November 1<sup>st</sup> deadline of each year.

## **OPTIONS & BENEFITS:**

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

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

No costs at this time. Tax exemptions can affect operating revenue.

## **SUSTAINABILITY PLAN:**

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

**Strategy E26.1** Infrastructure is adequate and there are plans in place to manage additional growth

**Author:** N Friesen      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**Strategy E26.2** Provide exceptional services that enhance the quality of life in County hamlets and existing rural areas as a means to dissuade residents and newcomers from moving to undeveloped areas to establish small lots or acreages.

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

**Goal C1** The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

**COMMUNICATION / PUBLIC PARTICIPATION:**

If approved, the Mackenzie County Residential Developer Incentive Bylaw will be advertised via social media and local newspaper.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Simple Majority       Requires 2/3       Requires Unanimous

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

Simple Majority       Requires 2/3       Requires Unanimous

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

Simple Majority       Requires 2/3       Requires Unanimous

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

**Author:**  N Friesen       **Reviewed by:**  C Smith       **CAO:** \_\_\_\_\_

**BYLAW NO. 1219-21**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO PROVIDE TAX EXEMPTIONS TO DEVELOPERS FOR NEW DWELLING –**  
**SINGLE FAMILY AND NEW CONDOMINIUM UNIT IMPROVEMENTS IN URBAN**  
**RESIDENTIAL AREAS OF MACKENZIE COUNTY**

**WHEREAS**, pursuant to section 347 of the *Municipal Government Act*, a Council has the authority to cancel or refund all or part of a tax or defer the collection of a tax, with or without condition; and

**WHEREAS**, the Council of Mackenzie County, in the province of Alberta, has deemed it desirable to Provide Tax Exemptions to developers for new Dwelling – Single Family and new Condominium Unit Improvements in urban residential areas of Mackenzie County; and

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

1. **CITATION**

1.1 This bylaw may be cited as the Mackenzie County Residential Developer Incentive Bylaw.

2. **DEFINITIONS**

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

a) Act – means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto.

b) Administration – means Mackenzie County Administrative Staff;

c) Application – means an application for Developer Incentive, pursuant to this Bylaw.

d) Condominium Unit – means that in the case of a building; a space that is situated within a building and described as a unit in a condominium plan registered at land titles by reference of boundaries governed by monuments places pursuant to the provisions of the *Surveys Act* by reference to floors, walls and ceilings within the building.

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

- e) 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.
- f) Developer – means a person or entity who applied for a Developer Incentive, pursuant to this Bylaw.
- g) Developer Incentive – means the cancellation of all or part of the municipal portion of the taxes for an Eligible Property.
- h) Development Authority – means the person, commission, or organization authorized to exercise development powers and perform duties on behalf of the County as referred to in Division 3 of the Municipal Government Act.
- i) Dwelling – Single Family – means a development consisting of only one Dwelling Unit which is separate from any other Dwelling Unit or building, and which is supported on a Permanent Foundation or Basement and which meets the requirements for a residence as specified within the *Alberta Building Code*.
- j) Eligible Property – means a property deemed eligible for Developer Incentives under the provisions of this Bylaw.

### 3. **ELIGIBILITY**

In order to qualify for the Developer Incentive under this Bylaw:

#### 3.1 The Developer must:

- a) apply for the Developer Incentive before November 1 of each calendar year for the prior tax year;
- b) must own the eligible properties which they are applying for the Developer Incentive program;
- c) have constructed a minimum of three (3) separate Dwelling – Single Family homes on three (3) separate Eligible Properties and/or constructed and completed a minimum of three (3) separate Condominium Units on an Eligible Property within one year;
- d) have proof that their property or properties have remained vacant for one year from time of construction completion;
- e) have obtained an approved development permit and building permit for each Dwelling – Single Family and/or Condominium Unit;
- f) have their Eligible Property taxes paid in full to date of application.

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

The Eligible Property must:

- a) be located in a residential zoned land use district within the hamlets of Fort Vermilion, La Crete, or Zama City;
- b) have property improvements resulting in no less than \$100,000 in increased assessment value;
- c) be serviced with municipal improvements;
- d) not have any outstanding conditions of approval for development;
- e) remain on the market, not rented, or otherwise vacant for at least one (1) year following the completion of property improvements;
- f) comply with requirements as stated in the Mackenzie County Land Use Bylaw and Safety Codes Act.

#### **4. APPLICATION REQUIREMENTS**

4.1 The Developer must complete the application attached in Schedule 1, in order to be considered for the Developer Incentive. The application must include:

- a) Developer name, address, and contact information;
- b) legal land location and street address for each Eligible Property;
- c) proof of assessment both pre-construction and post-construction, showing the increase in value as required by Section 3.2 of this bylaw for each Eligible Property;
- d) proof of permit approvals as required by the Mackenzie County Land Use Bylaw and Safety Codes Act for each Eligible Property;
- e) proof that each property has been on the market, not rented, or otherwise vacant since the improvements were completed, for a minimum of one (1) year and the subsequent year thereafter, if applicable.

#### **5. DECISION PROCESS**

5.1 Once a complete application is accepted by administration, it will be reviewed to ensure it meets the eligibility requirements. If the application is eligible for the developer incentive, the application will be taken to the following Council meeting for decision. Late applications will not be accepted.

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

6. **DURATION**

6.1 The Developer Incentive may be applied to an Eligible Property for a minimum of one (1) year to a maximum of two (2) years from the date of application approval, provided that the property remains vacant for the entire duration.

7. **AMOUNT OF DEVELOPER INCENTIVES**

7.1 Tax reductions as Developer Incentives may be granted for the municipal, improvement portion of taxes only and does not include school or other requisitions.

7.2 Developer Incentives for Residential Properties may be granted by Council according to the following guidelines:

- a) 100% of the improvement portion of tax for the first year;
- b) 50% of the improvement portion of tax for the second year;
- c) 0% of the improvement portion of tax for the third and subsequent years.

7.3 For the purposes of Section 6.1 of this Bylaw, the first year of incentive will apply to the tax year that the final inspection of the Building Permit was completed for the applicable development or improvement.

8. **REPEAL AND REPLACE**

8.1 This Bylaw repeals and replaces Bylaw 1207-21.

This Bylaw shall come into force and effect upon the date of passing of the third and final reading and shall expire three (3) years following that date.

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.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

**Schedule 1  
Developer Incentive Application**

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy CAO</b>
<b>Title:</b>	<b>Offsite Levy Fees- Infrastructure Improvements</b>

## **BACKGROUND / PROPOSAL:**

O2 Planning + Design has completed a review and analysis of the off-site levies in Mackenzie County and of the future growth servicing requirements for La Crete and surrounding area. Two choices are being presented to simplify Mackenzie County's 12 Offsite Levy Bylaws. A flat fee to combine all areas of La Crete, and an area specific fee, similar to what was presented to Council on November 25, 2020.

**Motion 20-11-759**                      **Moved** by Councillor Braun

*That administration proceed with developing consolidated offsite levy bylaws on a per improvement basis.*

## **CARRIED**

After working with the consultant and further analyzing the options to separate and calculate levy fees two methods were identified. The first option is for the County to subsidize a portion of the levy cost. The second is to not include any infrastructure that would be needed closer to the year 2041 (the end of the 20 year planning horizon). This keeps the levies lower at this time but the developers still pay 100% of the cost. During the next off-site levy review, the infrastructure could be added back into the levy. Future developers who haven't developed yet will see an increase in the levies.

On November 25, 2020, Council approved three new project concepts for infrastructure; the North Sanitary Sewer, North Storm and South Sanitary Sewer to accommodate further growth in these areas

Administration requires Council direction on how to proceed with future development of the off-site levies for La Crete and surrounding areas.

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

## **OPTIONS & BENEFITS:**

### Option 1:

To have a Bylaw where particular areas are defined and the infrastructure needed to service them has been determined. The area receiving the benefit of the infrastructure would be charged the levy. Levies collected can only be used within that area for the intended infrastructure.

### Option 2:

To have a Bylaw that would incorporate one levy rate for each category of infrastructure in La Crete. A benefit is that the County can move off site levy money around to pay for any project within the infrastructure category, no matter where the development is occurring.

There are a variety of methods to adjust the costs that the county levies on developers. We can include the full cost of all improvements and then subsidize the costs, or we can reduce the timeline of applicable projects, which reduces the costs to developers initially. Charging the full cost of applicable levies for necessary infrastructure over the next 20 years is too high of a levy.

Administration is requesting confirmation from council regarding the methodology to use, and an acceptable range (either dollars or percentage) for the final levy cost to amount to.

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

Currently, the average cost of offsite levies for a .5 acre residential lot in La Crete is \$2100 which is 0.7% of a property valued at \$300,000.

As stated by Canadian Institute of Planners, the average cost of offsite levies in Canada are about 2.5% - 5% of the price for a new house and lot. This would mean that levies in the range of \$15,000 to \$30,000 per lot would be within the normal range.

Levy costs per hectare for the La Crete North Storm project are estimated to be around \$12,000/ha.

Potential Off-site Levy calculation options are attached. The attached figures calculate the levies in the two different ways (as detailed above), but both methods include full costs of infrastructure over the next 20 years.

## **SUSTAINABILITY PLAN:**

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

**Strategy E26.1** Infrastructure is adequate and there are plans in place to manage additional growth

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

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

**Goal C1** The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

**Strategy C1.1** Ensure that multi-year operating and capital plans are established and reviewed annually by Council.

**Strategy C1.2** Ensure that administration has the appropriate tools and resources to continually assess and evaluate infrastructure capacity.

**Strategy C1.3** Create and follow infrastructure plans that are created for the purpose of protecting current assets and that identify the anticipated demand for future infrastructure.

**Goal C5** The County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet,
- Meet quality standards consistent with current national standards and demand,
- Are stable and reliable,
- Are each financially self-sustaining at both operational and capital levels.

**Strategy C5.1** Assess life expectancy for current facilities and prepare long-term plans to prepare for their replacement.

### **COMMUNICATION / PUBLIC PARTICIPATION:**

Letters have been sent to stakeholders advising of the project and upcoming consultations.

A public consultation will happen in April, date and time have not been confirmed yet.

### **POLICY REFERENCES:**

Policy ADM056 Public Participation  
Municipal Government Act  
Offsite Levies Regulation

### **RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

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



## Off-site Levy Calculation Options

La Crete was divided into quarters to create different off-site levy options. The dividing line was 101 Avenue for the north/south boundary to align with the quarter section boundary and 100 Street for the east/west boundary. The area of land reflects the anticipated hectares of land remaining to be developed in and around La Crete for where engineering reports have identified infrastructure to support development. Not all infrastructure required to develop 1,827 hectares has necessarily been identified. If additional infrastructure is identified, it can be added into the levy at that time. All the levy calculations below represent 100 per cent of the developers proportionate share. Any of these costs could be further reduced if the County decided to contribute a greater share to support development.

*Table 1 – Off-site Levy Hectares Breakdown*

Hectares of Land					
Quadrant	NW	NE	SE	SW	
Total	418	347	463	599	<b>1,827</b>

At this time only one infrastructure item is identified for storm water and for transportation. For these two infrastructure types, the exact catchment has been proposed to calculate the levy rates for each and would remain the same in all off-site levy scenarios. It is anticipated that the County will only collect on 184.4 hectares of the storm water levy. The remaining hectares consist of existing development.

*Table 2 – Storm Water Off-site Levy*

Storm Water	Area (Hectares)	Infrastructure Cost	Rate per Hectare
	217.6	\$2,353,200	\$10,810

*Table 3 – Transportation Off-site Levy*

Transportation	Area (Hectares)	Infrastructure Cost	Rate per Hectare
	75.1	\$70,000	\$932

There are many infrastructure upgrades identified for sanitary and water linear infrastructure. The infrastructure costs were divided into the different quadrants for each infrastructure grouping, this includes the existing levy amount remaining, the infrastructure identified in the MPE Engineering report and the infrastructure identified in the Helix Engineering reports. Table 4 below doesn't include the Low Pressure Sanitary attributed costs. The proposed off-site levy for both sanitary and water linear infrastructure will be calculated as a rate per hectare.

*Table 4 – Total Sanitary Linear Infrastructure Cost Breakdown by Area*

Sanitary Linear	Area	NW	NE	SE	SW
	Existing Levy Remaining	\$377,081.83	\$359,092.91	\$570,605.60	\$458,358.73
MPE report infrastructure	\$610,769.35	\$752,094.38	\$956,165.95	\$1,365,954.72	
South Sanitary			\$3,085,869.00	\$9,198,131.00	
North Sanitary	\$6,004,234.58	\$4,024,493.79		\$2,007,271.63	
<b>Total</b>	<b>\$6,992,085.76</b>	<b>\$5,135,681.08</b>	<b>\$4,612,640.55</b>	<b>\$13,029,716.08</b>	

## Off-site Levy Calculation Options

*Table 5 – Total Water Linear Infrastructure Cost Breakdown by Area*

Water Linear	Area	NW	NE	SE	SW
	Existing Levy Remaining		\$120,473.00	\$207,261.88	
	MPE report infrastructure	\$368,386.18	\$230,888.00	\$443,819.78	\$1,223,855.04
	<b>Total</b>	<b>\$368,386.18</b>	<b>\$351,361.00</b>	<b>\$651,081.66</b>	<b>\$1,223,855.04</b>

The water and wastewater treatment off-site levy is proposed to be calculated on a per lot basis rather than per hectare to capture any lot to be created within the hamlet boundary. Based on the last ten years approximately 300 lots were created. The population growth horizon is based on 20 years for the identified infrastructure, therefore a denominator of 600 lots is proposed.

*Table 6 – Water and Wastewater Treatment*

Water and Wastewater Treatment	Infrastructure	Levy
	2013 Lagoon Upgrade and Expansion	\$3,138,233.00
	Future Lagoon Upgrade and Expansion	\$1,510,195.16
	Lift Stations and Forcemains	\$6,998,675.84
	La Crete Raw Water Pump Upgrades	\$385,637.00
	La Crete WTP Upgrades	\$771,274.00
	<b>Total</b>	<b>\$12,804,015</b>

### Off-site Levies with no catchment

In the following tables all levies have been rounded to the nearest dollar.

The downside to calculating the levies for the water and sanitary linear infrastructure based on a total area of 1,827 hectares, as illustrated in Table 7, is that it will take a very long time to collect the money required to construct the infrastructure. This creates a high risk that the County will have to front end infrastructure when it is required. Table 8 below uses the anticipated hectares of development over 20 years as the denominator instead of the total area of 1,827 hectares. Both Table 7 and 8 charge the developers 100 per cent of their proportionate share.

*Table 7 – No catchment for water and sanitary linear based on total area of 1,827 hectares*

Infrastructure	Levy Rate per Hectare	Levy Rate per Lot
NW Storm	\$10,810	-
Water	\$1,420	-
Sanitary	\$16,294	-
Water and Wastewater Treatment		\$21,340
<b>Total</b>	<b>\$28,524</b>	<b>\$21,340</b>

## Off-site Levy Calculation Options

*Table 8 – No catchment for water and sanitary linear based on 220 hectares*

<b>Infrastructure</b>	<b>Levy Rate per Hectare</b>	<b>Levy Rate per Lot</b>
NW Storm	\$10,810	-
Water	\$11,794	-
Sanitary	\$135,319	-
Water and Wastewater Treatment	\$58,200	-
<b>Total</b>	<b>\$216,123</b>	-

Table 9 illustrates the calculation based on 220 hectares but with less infrastructure. Infrastructure identified beyond 2025 in the MPE La Crete Off-site Levies Report was removed to bring the calculation down at this time. Development that occurs within the next 5-10 years will not likely require this infrastructure based on the timing identified in the engineering report and therefore the principle of benefiting lands pay their proportionate share is maintained at this time. In the future the infrastructure can be added back into the levy closer to when it will be required.

*Table 9 – No catchment for water and sanitary linear based on 220 hectares, less infrastructure*

<b>Infrastructure</b>	<b>Levy Rate per Hectare</b>	<b>Levy Rate per Lot</b>
NW Storm	\$10,810	-
Water	\$9,678	-
Sanitary	\$130,843	-
Water and Wastewater Treatment		\$18,823
<b>Total</b>	<b>\$151,331</b>	<b>\$18,823</b>

### Off-site Levies using catchments

Similar to the comments above regarding Table 7, Table 10 reflects a calculation based on the same premise of spreading the costs over a very large area and will increase the risk of a longer collection period to recoup costs. In all the examples of using a catchment, the water and wastewater treatment levy has been calculated per hectare using 220 hectares, the equivalent of the 600 lots based on historical absorption.

*Table 10 – Levies by catchment based on a total area of 1,827 hectares*

<b>Infrastructure</b>	<b>NW</b>	<b>NE</b>	<b>SE</b>	<b>SW</b>
NW Storm	\$10,810			
Water	\$881	\$1,013	\$1,406	\$2,043
Sanitary	\$16,727	\$14,800	\$9,963	\$21,752
Water and Wastewater Treatment	\$58,200	\$58,200	\$58,200	\$58,200
<b>Total per hectare</b>	<b>\$86,618</b>	<b>\$74,013</b>	<b>\$69,569</b>	<b>\$81,995</b>

## Off-site Levy Calculation Options

*Table 11 – Levies by catchment based on 220 hectares*

<b>Infrastructure</b>	<b>NW</b>	<b>NE</b>	<b>SE</b>	<b>SW</b>
NW Storm	\$10,810			
Water	\$1,674	\$1,597	\$2,959	\$5,563
Sanitary	\$31,782	\$23,344	\$20,967	\$59,226
Water and Wastewater Treatment	\$58,200	\$58,200	\$58,200	\$58,200
<b>Total per hectare</b>	<b>\$102,466</b>	<b>\$83,141</b>	<b>\$82,126</b>	<b>\$122,989</b>

Similar to Table 9, Table 12 has removed infrastructure identified beyond 2025 in the MPE La Crete Off-site Levies Report to bring the calculation down at this time. Included in the water and wastewater treatment is the recovery of the 2013 lagoon upgrades. If this cost was forgiven, the treatment levy could be lowered further.

*Table 12 – Levies by catchment based on 220 hectares, less infrastructure*

<b>Infrastructure</b>	<b>NW</b>	<b>NE</b>	<b>SE</b>	<b>SW</b>
NW Storm	\$10,810			
Water	\$1,518	\$1,597	\$1,601	\$4,961
Sanitary	\$29,417	\$21,374	\$18,001	\$55,313
Water and Wastewater Treatment	\$51,336	\$51,336	\$51,336	\$51,336
<b>Total per hectare</b>	<b>\$93,081</b>	<b>\$74,307</b>	<b>\$70,938</b>	<b>\$111,610</b>

### Low Pressure Sewer Inclusion

The Helix North Sanitary Report identified 672 hectares of LPS development that could be serviced by the sanitary infrastructure. The LPS portion of the infrastructure cost was identified as \$1,751,000. The Helix South Sanitary Report identified 384 hectares of LPS development that could be serviced by the south sanitary infrastructure. The LPS south portion of the infrastructure cost was identified as \$1,107,000. To include this in the off-site levy, either the exact area that would tie into the sanitary infrastructure would need to be identified or a broader area could be identified that is greater than the total hectares that could be serviced. Either method would result in the same levy calculation. The benefit to including a broader area, is the ability to collect without determining which properties may be most likely to develop next.

*Table 12 – LPS Levy Rate*

<b>Infrastructure</b>	<b>North Sanitary Area</b>	<b>South Sanitary Area</b>
LPS rate per hectare	\$2,606	\$2,883





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy CAO</b>
<b>Title:</b>	<b>Proposed Road Disposition for Township Road 1085A</b>

## **BACKGROUND / PROPOSAL:**

Administration sent a letter to Alberta Environment and Parks in regards to obtaining a road disposition to extend Township Road 1085A east to connect to Highway 88. AEP's response after reaching out to Indigenous Relations was that land negotiations are legally complex and take time. Pursuing a road corridor would cause undue liability to the Crown during an active Treaty Land Entitlement negotiation and as such would not be supported at this time.

At the April 22, 2021 Regular Council Meeting the following motion was made:

**Motion 20-04-267**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

*That administration proceed with obtaining the right-of-way on 26- 108-14-W5M and that the budget be amended to include \$50,000 for surveying, etc. with funding coming from the General Operating Reserve.*

**CARRIED**

## **OPTIONS & BENEFITS:**

When the road extension was first proposed, it would have provided an alternate access without interjurisdictional concerns. Since that time, it has been discovered that the interjurisdictional concern cannot be avoided with the proposed road.

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

**COSTS & SOURCE OF FUNDING:**

Costs will quickly escalate if this is pursued further, likely in the \$50,000 to \$100,000 range.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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.

Author: S Gibson      Reviewed by: B Peters      CAO: \_\_\_\_\_

March 17, 2021

Mackenzie County  
Len Racher, CAO  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Via email: [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com)

**RE: Proposed road disposition for Township Road 1085A**

Alberta Environment and Parks has reviewed your March 16, 2021 letter and has the following responses to your questions:

1. The current application process for Mackenzie County to follow to obtain a roadway disposition on vacant crown land is attached. As you are aware, there are specific technical requirements which must be met as part of any application package. For more information regarding roadway applications requirements, please contact Jon Murray at 780-643-6594 or [Jon.Murray@gov.ab.ca](mailto:Jon.Murray@gov.ab.ca).
2. Once AEP receives an application, it is reviewed for completeness and assessed based on it's own merit. The time required to process an application is dependent on a number of factors, including the quality of the information provided as part of the application, complexity, referral input, First Nation Consultation adequacy, sketch etc.
3. With respect to the proposed route selected to link Hwy88 and Township Road 1085A as per map provided, I can advise that the area of vacant crown land being considered is currently under a Holding Reservation HRS 200002 to Indigenous Relations which states:

“Beaver First Nation Treaty Land Entitlement Claim - All Applications, renewals and assignments must be referred to the Department of Indigenous Relations, Land claims - [steven.andres@gov.ab.ca](mailto:steven.andres@gov.ab.ca)”

I have reached out to Indigenous Relation who have advised that HRS 200002 has been recently put in place to curtail additional third party interests once lands have been agreed to by Alberta for the purposes of settling Beaver First Nation TLE claim. Land negotiations are legally complex and take time. Pursuing a road corridor would cause undue liability to the Crown during an active TLE negotiation and as such would not be supported at this time.

Given the referral response received from Indigenous Relations and the fact that there are other existing roads that may be used to access Section 32-108-14-W5 from Hwy 88, it is unlikely that AEP would be supportive of a roadway application in the location identified on the map. Feel free to reach out if you require clarification, have any questions or would like to discuss further.

Sincerely,

*Camille Ducharme*

Camille Ducharme  
Lands Manager

Encl: March 17, 2021 email from Jon Murray

cc: Jon Murray, AEP, Edmonton  
cc: Chris Grainger, AEP, Peace River  
cc: Steven Andres, Indigenous Relations, Edmonton  
cc: Jeff D Anderson, Indigenous Relations, Fort Vermilion



- 2020 Development Permits 46 permits
- 2021 Development Permits 64 permits

**Issued Building Permits (Annual)**

- 2017 Building Permits 157 permits (value \$29,051,400.00)
- 2018 Building Permits 153 permits (value \$24,706,496.03)
- 2019 Building Permits 160 permits (value \$22,648,860.00)
- 2020 Building Permits 288 permits (value \$40,716,510.35)
- 2021 Building Permits 27 permits (value \$6,103,000.00)

(January to March 2021)

*\*These numbers include all development that required a building permit.*

**New Subdivision Applications (Annual)**

- 2017 subdivisions 24 applications
- 2018 applications 38 applications
- 2019 subdivisions 55 applications
- 2020 subdivisions 40 applications
- 2021 subdivisions 12 applications

(January to March 2021)

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

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

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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





## Total Approved Development Permits by Year

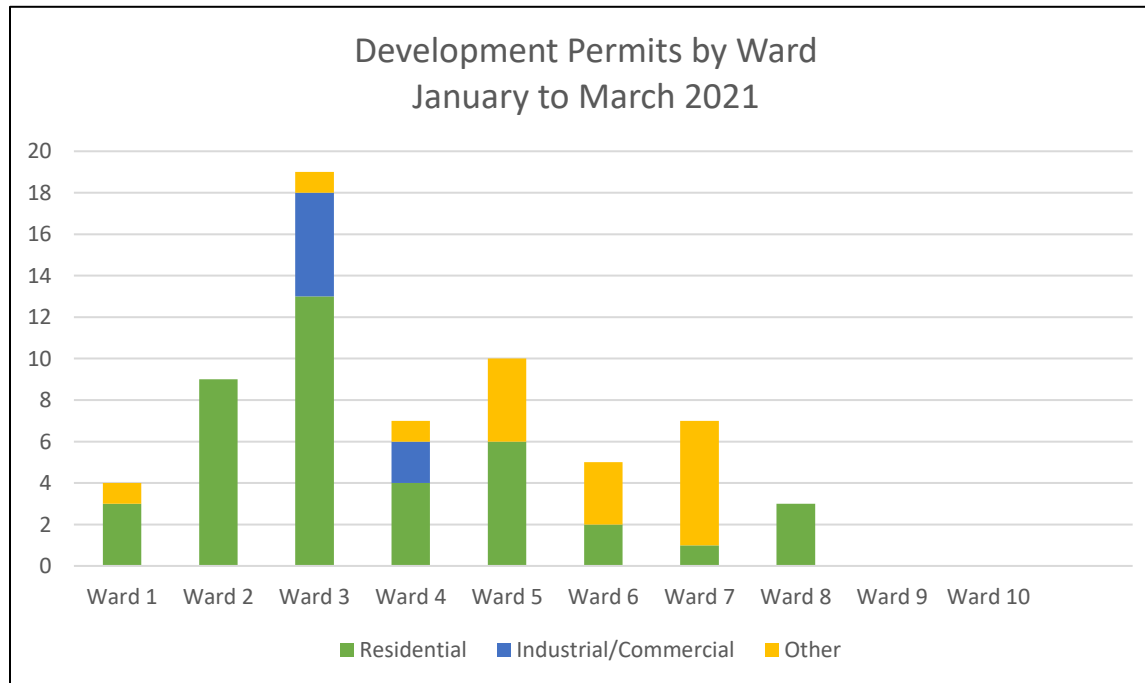
Type of Development	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021* Jan-March</b>
Residential	181	169	180	319	41
Industrial & Commercial	39	40	34	45	7
Other	35	9	18	28	16
<b>Total</b>	<b>255</b>	<b>218</b>	<b>232</b>	<b>392</b>	<b>64</b>





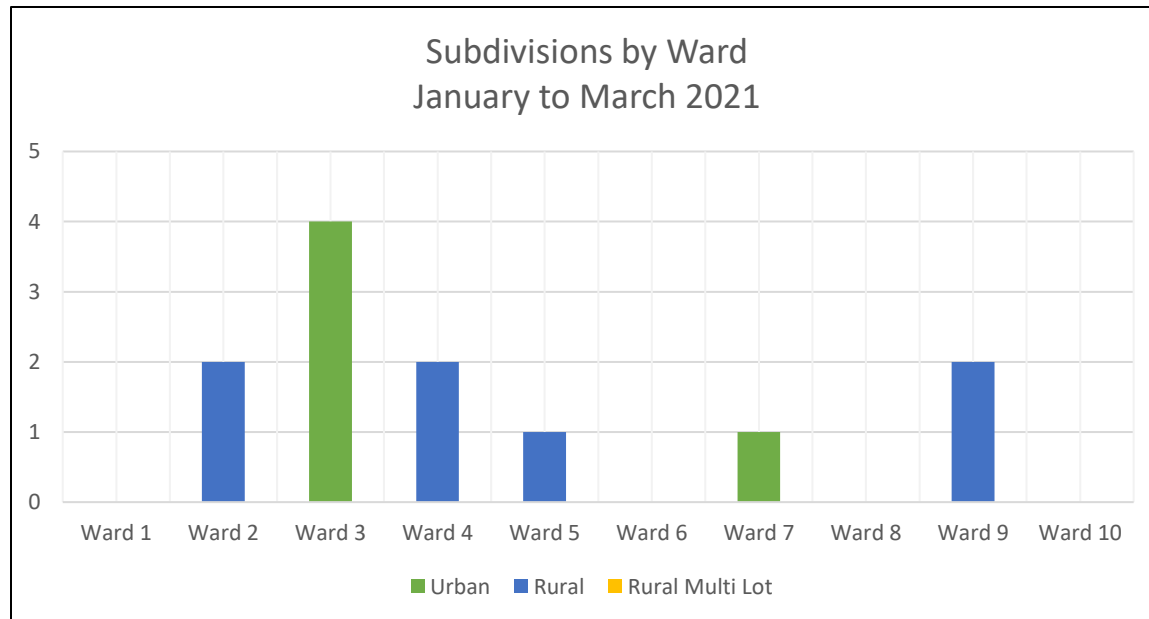
**Approved Development Permits by Ward**  
**January to March 2021.**

<b>Type of Development</b>	<b>Ward 1</b>	<b>Ward 2</b>	<b>Ward 3</b>	<b>Ward 4</b>	<b>Ward 5</b>	<b>Ward 6</b>	<b>Ward 7</b>	<b>Ward 8</b>	<b>Ward 9</b>	<b>Ward 10</b>	<b>Total</b>
Residential	3	9	13	4	6	2	1	3	0	0	<b>41</b>
Industrial & Commercial	0	0	5	2	0		0	0	0	0	<b>7</b>
Other	1	0	1	1	4	3	6	0	0	0	<b>16</b>
<b>Total</b>	<b>4</b>	<b>9</b>	<b>19</b>	<b>7</b>	<b>10</b>	<b>5</b>	<b>7</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>64</b>



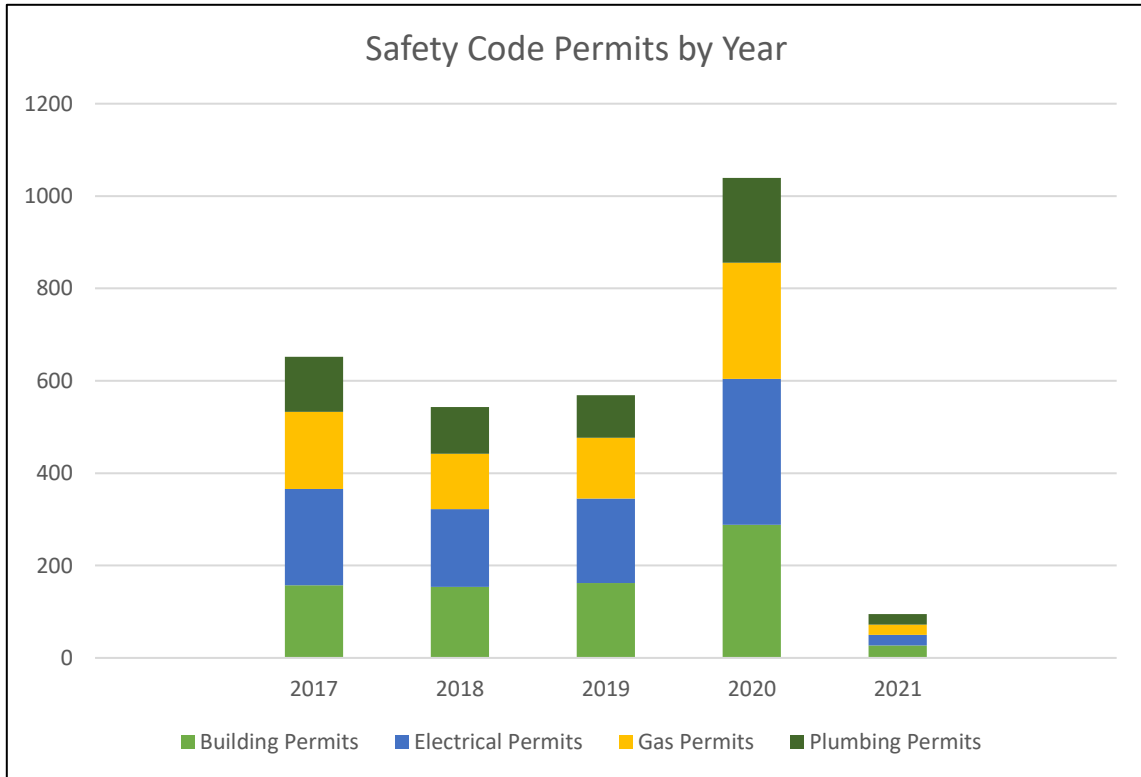
**Subdivision Applications by Ward**  
**January to March 2021.**

Type of Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	4	0	0	0	1	0	0	0	5
Rural	0	2	0	2	1	0	0	0	2	0	7
Rural Multi Lot	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>12</b>



### Total Issued Safety Code Permits by Year

Type of Safety Codes	2017	2018	2019	2020	2021* (Jan-March )
Building	157	154	162	288	27
Electrical	209	168	183	316	23
Gas	167	120	132	252	22
Plumbing	119	101	92	183	23
<b>Total</b>	<b>652</b>	<b>543</b>	<b>569</b>	<b>1039</b>	<b>95</b>







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative</b>
<b>Title:</b>	<b>High Level Agricultural Society Sponsorship Request</b>

## **BACKGROUND / PROPOSAL:**

The High Level Agricultural Society sent a letter requesting sponsorship for the 51<sup>st</sup> Annual High Level Rodeo.

Letter of request is attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

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



High Level Agricultural Society

Box 1530

High Level, Alberta

T0H 1Z0

Mar 21, 2021

As you may have heard, the High Level Agricultural Society is hosting the 51<sup>st</sup> Annual High Level Rodeo this year at the new Mosquito Creek Rodeo Grounds on July 24, & 25, 2021. Along with the new location and new arena system we have also added a team roping event and breakaway roping event. The annual rodeo would not be possible without sponsors such as your company. Due to the economic conditions in the area we completely understand if you are not able to sponsor. Currently most of the sponsorship spots have been filled, the available events are listed below. If you are interested in sponsoring an event or a portion of an event, please don't hesitate to contact one of us at the following phone numbers, or email [jacquiebateman@yahoo.ca](mailto:jacquiebateman@yahoo.ca)

Jacque 780-926-6526, Brianne 780-841-9195

Thank you once again for the continued community support, and we hope to see at one of this years events

Thank You

Jacque Bateman

Junior Barrel Racing Saturday \$150.00

Junior Barrel Racing Sunday \$150.00

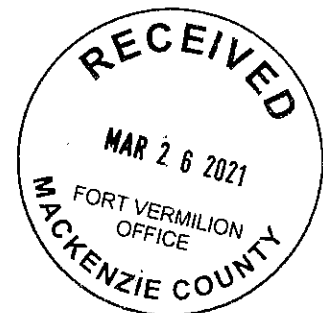
Mini Broncs Sunday \$150.00

Pole Bending Saturday \$500.00

Pole Bending Sunday \$500.00

Partial Sponsorship of the Half Time Show Saturday \$500.00

Partial Sponsorship of the Half Time Show Sunday \$500.00







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 13, 2021</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2021-03-25 Alberta Energy Regulator –Directive 0678
- 2021-03-26 Minister of Transportation –MELT Class 1 Mandatory Training
- Directive 067 -email
- RCMP – Community Letter
- High Level Policing Report
- High Level Provincial Crime Stats
- High Level Provincial 2020 Detachment Profile
- Annual Law of Policing Conference
- High Level Area Regional Spring Meeting 2021
- Funding for Schools and Education
- Premier Kenny –Covid 19 Restriction Letter
- Protecting Metis Settlements
- Vaccines –Pharmacies
- 2021-01-28 BHF Board Meeting Minutes
- 2021-02-19 BHF Special Board Meeting Minutes
- 2021-02-26 BHF Special Board Meeting Minutes

## **OPTIONS & BENEFITS:**

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

**Author:** C. Sarapuk      **Reviewed by:** C. Sarapuk      **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Mackenzie County Action List as of March 24, 2021

### *Council and Committee of the Whole Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Don	PLS Cancelled.  Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  RFD to Council once response is received to our application.
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
<b>April 25, 2018 Council Meeting</b>			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Don	Application submitted. FNC process
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Don	Sketch plan completed. Application to purchase is in progress.
<b>June 12, 2018 Council Meeting</b>			
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
<b>October 9, 2018 Regular Council Meeting</b>			
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.
<b>November 13, 2018 Regular Council Meeting</b>			
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	Fred	In progress 2021-03-09 Council
<b>February 27, 2019 Regular Council Meeting</b>			
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
<b>October 8, 2019 Regular Council Meeting</b>			
19-10-559	That administration enter into an agreement with the owners of Tax Roll 155377 as discussed.	Jennifer	Ongoing Awaiting response from ratepayer With lawyers to file
<b>November 5, 2019 Regular Council Meeting</b>			
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	
<b>January 29, 2020 Regular Council Meeting</b>			
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. Will be brought to CS Meeting
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
<b>April 22, 2020 Regular Council Meeting</b>			
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.

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
20-04-267	That administration proceed with obtaining the right-of-way on 26-108-14-W5M and that the budget be amended to include \$50,000 for surveying, etc. with funding coming from the General Operating Reserve.	Jeff	Budget amendment completed. Following up with Borderline Eng.
<b>May 22, 2020 Special Council Meeting</b>			
20-05-279	That charges be laid by Mackenzie County to the non-eligible individuals that fraudulently registered as an evacuee during the Fort Vermilion flood, and to evacuees that have incurred significant costs related to hotel room damages.	Jennifer	In progress.
<b>June 5, 2020 Special Council Meeting</b>			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
<b>June 15, 2020 Special Council Meeting</b>			
20-06-373	That the Fort Vermilion future development continue to be investigated.	DRT	Ongoing
<b>June 24, 2020 Regular Council Meeting</b>			
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.
<b>July 15, 2020 Regular Council Meeting</b>			
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
<b>August 19, 2020 Regular Council Meeting</b>			
20-08-497	That administration proceed with the sale of the 0.09 acres on Part of Plan 182 2539, Block 01, Lot K in the Hamlet of La Crete, subject to developer agreeing to create a treed buffer on the west and south property line and paying all fees.	Caitlin	Developer has approval Complete
<b>September 22, 2020 Regular Council Meeting</b>			
20-09-586	That administration investigate the initial capital cost to participate in the Mackenzie Regional Waste Management including inflationary rates.	Jennifer	In progress

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
<b>October 13, 2020 Regular Council Meeting</b>			
20-10-616	That Administration be authorized to purchase Plan 192 3085, Block 24, Lot 02 and to proceed with the Survey to register lands as a Public Works – Drainage Right of Way plan for the La Crete Southeast Drainage Ditch Project.	Caitlin	Registered Complete
20-10-618	That Administration be authorized to purchase Plan 992 0894, Block 02, Lot 01 and to proceed with the Survey to register lands as a Public Works – Drainage Right of Way plan for the La Crete Southeast Drainage Ditch Project.	Caitlin	Registered Complete
20-10-620	That Byron Peters, as Administrative Lead, work with the Regional Economic Development Initiative's (REDI) Rail to Alaska lobbying efforts and other groups and individuals as required.	Byron	In progress
<b>October 28, 2020 Regular Council Meeting</b>			
20-10-719	That the County suspend all land purchases until the provincial funding is received and the mitigation plan is supported.	DRT	
<b>November 10, 2020 Regular Council Meeting</b>			
20-11-726	That administration gather information from flood affected residents and draft a letter to the Minister of Municipal Affairs and the Insurance Bureau of Canada regarding coverage concerns.	DRT	Action not required. Files reviewed
20-11-731	That all Campground Caretaker Contracts be referred back to the Community Services Committee for review of tender documents and that it be brought back to Council in January 2021.	Don	In progress
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
<b>November 25, 2020 Regular Council Meeting</b>			
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.	Caitlin	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.	Caitlin	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	In progress		
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	In progress		
20-12-774	That administration request an insurance summary and bring it back to Council.	Jennifer	Information requested.		
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	In progress.		
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.	Byron	Policy amendment required.		
20-12-808	... administration bring forward a policy review at each Committee of the Whole Meeting.	Carol	Ongoing		
January 12, 2021 Regular Council Meeting					
21-01-008	That administration continue to work with provincial government departments and agencies for the disaster recovery process.	DRT	Ongoing		
21-01-030	That administration proceed with the partial closure of Utility Right-of-Way Plan 032 4681.	Caitlin	Sent to Land Titles Complete		
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:	Carol 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

Motion	Action Required	Action By	Status										
	<table border="1"> <tr> <td>Agriculture &amp; 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 &amp; Parks</td> <td>Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison</td> </tr> <tr> <td>Energy</td> <td>Transportation Corridor</td> </tr> <tr> <td>Solicitor General</td> <td>Fort Vermilion Courthouse</td> </tr> </table>	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 Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison	Energy	Transportation Corridor	Solicitor General	Fort Vermilion Courthouse		
Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update												
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Environment & Parks	Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison												
Energy	Transportation Corridor												
Solicitor General	Fort Vermilion Courthouse												
<b>January 26, 2021 Committee of the Whole Meeting</b>													
COW-21-01-007	That administration work with the landowner for farmland access options and bring a recommendation to Council.	Byron											
<b>January 27, 2021 Regular Council Meeting</b>													
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										
21-01-054	That the Tax Roll accounts as detailed be deemed as uncollectable, reflected as bad debt, and written off.  Tax Roll #410831 outstanding balance \$ 3,815.11 Tax Roll #410986 outstanding balance \$ 5,970.68 Tax Roll #422125 outstanding balance \$46,378.62	Jennifer	PERC Submitted										
21-01-055	That administration apply for reimbursement under the Provincial Education Requisition Credit Program for educational taxes being written off.	Jennifer	PERC Submitted										
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										
21-01-062	That first reading be given to Bylaw 1211-21 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 2938RS, Block 3, Lots 12 & 13, subject to public hearing input.	Caitlin	Complete										
21-01-064	That Member at Large vacancies on the Municipal Planning Commission and the Inter-Municipal Planning Commission be advertised.	Carol	In progress Deadline 2021-02-17										

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
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
21-01-076	That administration submit Bylaw 1210-21 being a Road Closure Bylaw to close the road within Plan 082 6817 (SW 12-107-14-W5M) to the Minister of Transportation for approval.	Caitlin	Complete
<b>February 9, 2021 Regular Council Meeting</b>			
21-02-101	That administration research building rental rates and that the Alberta Health Services ambulance buildings lease renewals be brought back to the next Council Meeting.	Don	Complete
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	Agreement being drafted
<b>February 24, Regular Council Meeting</b>			
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	
21-02-167	That a letter be sent to the Minister of Transportation, and cc the MLA Dan Williams, and RMA regarding the Class 1 Mandatory Entry – Level Training Program.	Len	Letter written- waiting for reeve approval
<b>March 9, 2021 Regular Council Meeting</b>			
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	
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	

Motion	Action Required	Action By	Status
21-03-191	That administration enter in at new lease agreement with Alberta Health Services for the leased buildings in La Crete, Fort Vermilion, and High Level at a rate of \$1000/month plus utilities.	Don	In Progress – Contacted AHS.
21-03-192	That Mackenzie County move forward with arbitration as discussed.	Len	
21-03-194	That a donation of \$5,000 to the STARS Foundation be approved, with funding coming from the Municipal Operating Support Transfer grant project.		
21-03-199	That the four pickup trucks be sent to La Crete Auction Mart for the April 24, 2021 consignment sale with the funds be returned to the Vehicle and Equipment reserve.	Willie	
<b>March 24, 2021 Regular Council Meeting</b>			
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	
21-03-218	That Council amend the 2021 budget by \$4500 for the Machesis Lake Glamping project with funds coming from the Parks and Recreation reserve		
21-03-220	That the 2021 operating budget be amended by \$5,000 for the donation from TELUS Communications Inc., and be distributed as follows:  High Level Friendship Center - \$1,250 (25%) La Crete FCSS - \$1,250 (25%) Metis Association #74 - \$2,500 (50%)	Jen	
21-03-222	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	
21-03-223	That the outstanding amount of \$2,931.87 in Appendix #1 for utility accounts be written off.	Jen	
21-03-224	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	
21-03-225	That the levies & penalties in the amount of \$2,187.78 in Tax Roll Appendix #1 be written off.	Jen	

Motion	Action Required	Action By	Status
21-03-226	That administration allocate all remaining grant funds from the Municipal Operating Support Transfer grant toward the decrease in property taxes collected in 2020.	Jen	
21-03-227	That the 2020 budget be amended to include amortization/depreciation in the amount of \$9,969,697.	Jen	
21-03-228	That \$4,500 from 2020 operating budget be contributed to the Bursaries Reserve, as per Policy RESV017 – Bursaries Reserve.	Jen	
21-03-229	<p>That the 2020 Capital budget be amended as follows:</p> <ul style="list-style-type: none"> <li>- LC-Rebuild Airport Road- 2 miles increase of \$13,473 with funding coming from the Road Reserve;</li> <li>- OR05-Overlay Heliport Road increase of \$3,190 with funding coming from the Road Reserve.</li> <li>- 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;</li> <li>- Waterline Hill Crest Community School increase of \$22,720 , and change funding of \$87,720 to come from the Gas Tax Fund;</li> <li>- Mackenzie Applied Research Association Agronomy building project increase of \$10,340 with funding coming from Mackenzie Applied Research Association.</li> <li>- That the \$73,500 in funding received by Alberta Environment and Parks be moved to the Water &amp; Sewer Reserve to offset costs incurred in anticipation of the signed agreement.</li> </ul>	Jen	
21-03-230	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	
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	
21-03-232	That Offsite Levies/Frontage revenues in 2020 of \$82,024 be contributed to the Off-Site Levy Reserve.	Jen	
21-03-233	That Gravel Aggregate revenue in 2020 of \$109,834 be contributed to the Gravel Reclamation Reserve.	Jen	

Motion	Action Required	Action By	Status
21-03-234	That Municipal Reserve revenue in 2020 of \$245,377 be contributed to the Municipal Reserve.	Jen	
21-03-235	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	
21-03-239	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	
21-03-240	That a borrowing bylaw, and off-site levy bylaw be developed for the purpose of funding La Crete North Storm – Pond A project.	Fred	
21-03-241	That Administration proceed with issuing a Request for Proposals for La Crete North Storm – Pond A engineering services.	Fred	
21-03-245	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
21-03-259	That letters of support be sent to the 3 Mackenzie Regional Victims Service unit.	Len	Complete
21-03-260	That a letter of support be written to La Crete Health Committee supporting the La Crete Birthing Centre.	Len	Complete



## Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
www.mackenziecounty.com

March 25, 2021

Alberta Energy Regulator (AER) - Directive 067 Feedback  
Suite 1000, 250-5<sup>th</sup> Street SW  
Calgary, AB  
T2P 0R4

Dear Regulator,

**RE: CONCERNS REGARDING PROPOSED CHANGES TO AER  
DIRECTIVE 067**

Mackenzie County has significant concerns regarding the proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties.

Many rural municipalities rely substantially on tax revenue from the oil and gas industry and the current problem with the orphan wells is creating heavy financial burden for them.

Mackenzie County supports the request that the following changes be made to Directive 067:

1. "Section 5 - Maintaining Eligibility" the AER should immediately revoke the licenses of continuing viable Licence Holders choosing not to pay all (or any) of their municipal tax obligations.
2. "Section 4. 5) - Unreasonable Risk (Obtaining General Licence Eligibility)" the AER should not authorize or permit the purchase or transfer of any licences involving an existing oil or gas licence holder (or operator) currently in default of any municipal tax obligation anywhere in Alberta and
3. "Section 4. 5) - Unreasonable Risk (Obtaining General License Eligibility)" the AER should initiate steps with the assistance of the Alberta Government (Municipal Affairs) to ensure that municipalities are recognized as secured creditors (through any bankruptcy involving Licence Holders) to secure and collect that municipality's (and the province's) taxes levied and owed.

Alberta's rural communities are the municipalities that own and safely maintain the infrastructure necessary for the oil and gas industry to succeed. As a partner in this success, the fair assessment and collection of municipal taxes (including provincial taxes levied for schools and seniors housing) is foundational to the support and maintenance of this infrastructure.

We thank you for your attention to this matter and we look forward to your response. Please feel free to contact me at (780) 926-7405 or [josh@mackenziecounty.com](mailto:josh@mackenziecounty.com), or Len Racher, Chief Administrative Officer, at (780) 927-3718 or [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen".

Josh Knelsen  
Reeve  
Mackenzie County

c: MLA Dan Williams  
Rural Municipalities of Alberta (RMA)  
Alberta Urban Municipalities of Alberta (AUMA)  
Mackenzie County Council





## *Mackenzie County*

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March 26, 2021

Honourable Ric McIver  
Minister of Transportation  
320 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister McIver:

### **RE: CLASS 1 MANDATORY ENTRY-LEVEL TRAINING (MELT) PROGRAM CONCERNS**

As a rural municipality that is highly dependent on the agricultural sector, we have become increasingly concerned with the deadlines, costs, and training opportunities related to the Class 1 MELT program. While we understand and appreciate the rationale behind MELT, we believe that the unintended results of the program require consideration and hope to work together to develop practical solutions.

The effect of the COVID-19 pandemic on Albertans is unprecedented, and agricultural sector workers are no exception. An extension of the March 1, 2021 deadline for the MELT Knowledge and Road Test would greatly assist in providing relief for the agricultural sector workers who have been disrupted by the pandemic. To accomplish this, we ask that you consider extending the March 1, 2021 deadline for the MELT Knowledge and Road Test by a minimum of six months.

In addition, we have heard from many of our residents that access to training is a serious issue, particularly in rural areas. Offering the Class 1 MELT Knowledge and Road Tests throughout the year in various locations across the province would improve the ability for our rural residents to access the required training.

We applaud the Province for establishing the "Driving Back to Work" program, aimed at subsidizing 90% of MELT expenses for 300 unemployed Albertans. Despite these efforts, the financial burden required to acquire MELT certification remains as a significant barrier to employed Albertans in rural communities. We ask that the Province consider solutions to minimize the financial burden.

Minister of Transportation

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March 26, 2021

Potential solutions include but are not limited to: reducing minimum instructional hours, supporting and developing cost-saving technologies to reduce instructional hours such as online training, and expanding the Canada-Alberta Job Grant (CAJG) criteria to enable more agricultural sector employers to qualify for grant funding.

We thank you in advance for your consideration and look forward to hearing from you. If you have any further questions please feel free to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Yours sincerely,

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

Joshua Knelsen  
Reeve  
Mackenzie County

c: Dan Williams, MLA Peace River  
Rural Municipalities of Alberta (RMA)  
Mackenzie County Council

**Subject:** FW: New Edition of Directive 067 released

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**From:** Directive067 <[Directive067@aer.ca](mailto:Directive067@aer.ca)>  
**Sent:** April 7, 2021 11:17 AM  
**To:** Directive067 <[Directive067@aer.ca](mailto:Directive067@aer.ca)>  
**Subject:** New Edition of Directive 067 released

Good morning,

Today the Alberta Energy Regulator (AER) [released](#) a new edition of [Directive 067: Eligibility Requirements for Acquiring and Holding Energy Licences and Approvals](#). Changes include additional requirements to provide updated financial information at the time of application and throughout the energy development life cycle. This information will allow us to better assess if a company has the financial capacity to maintain their eligibility to hold a licence and if they are able to meet their regulatory responsibilities, including [closing](#) energy infrastructure.

Other changes of note include extending the 120-day timeline for financial submissions to 180-days in order to align with tax filing deadlines and confirming that all financial information will be kept confidential as outlined in section 12.152(2) of the [Oil and Gas Conservation Rules](#).

When determining licence eligibility, one of the things we must determine is if the applicant, licensee, or approval holder poses an “unreasonable risk.” We look at their individual circumstances and may consider a variety of factors. As a result of input received from stakeholders, one of the factors we may now consider is unpaid municipal taxes and surface lease payments.

These changes support the Government of Alberta’s new [Liability Management Framework](#) and are enabled by rule changes announced in our [Bulletin 2020-26](#). Before we can implement the government’s new framework, changes are required to AER directives, and *Directive 067* is the first to be completed. More information about how the AER is implementing the Government of Alberta’s framework, including timelines for certain components, is available on our [liability management webpage](#).

Thank you for the time you took to provide us with feedback on the draft directive. A summary of the feedback we received, including our responses, is available on the directive’s [webpage](#). If you have any questions, please contact [Directive067@aer.ca](mailto:Directive067@aer.ca).

Thanks,

**Eligibility, Transfers & Security**

**Alberta Energy Regulator**

e Directive067@aer.ca

Suite 1000, 250 – 5 Street SW, Calgary, Alberta T2P 0R4

inquiries 1-855-297-8311 24-hour emergency 1-800-222-6514 [www.aer.ca](http://www.aer.ca)

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March 29<sup>th</sup>, 2021

Cpl. Daniel MILLS  
A/Detachment Commander  
High Level, Alberta

Dear CAO RACHER,

Please find attached the quarterly Community Policing Report for the High Level Detachment, that covers the January 1 to March 31<sup>st</sup>, 2021 reporting period. Starting this year, quarterly updates on community-identified policing priorities will be shared through this new policing report to all communities served by the Alberta RCMP.

Our first priority is the safety and security of Albertans, in addition to providing accountable, effective and transparent policing to your community. This reporting, along with community insights and guidance that you readily provide, will further help us optimize our services to address the priorities that are important to you.

The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the High Level Detachment. Further analysis on local trends and updates on resourcing and financial forecasting is included. Community priorities and consultations that inform these quarterly updates are also documented in this report.

We recognize that having a voice in policing priorities is a top concern for communities. As part of maintaining engagement with the Albertans we serve, this new quarterly policing report is a tool for us to report our progress on community-identified priorities. This report also reinforces our commitment to communicate the work we do to enhance public safety in your community.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns regarding this report.

D.E. MILLS, Cpl  
A/Detachment Commander  
High Level Detachment



## RCMP Provincial Policing Report

<b>Detachment</b>	
<b>Detachment Commander</b>	
<b>Quarter</b>	
<b>Date of Report</b>	

### Provincial Police Service Composition<sup>1</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>2</sup>	Hard Vacancies <sup>3</sup>
Police Officers				
Detachment Support				

### Comments

### Quarterly Financial Drivers

<sup>1</sup> Data extracted on March 12<sup>th</sup>, 2021 and is subject to change over time.

<sup>2</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>3</sup> Hard Vacancies are full FTE positions that are vacant and need to be filled.

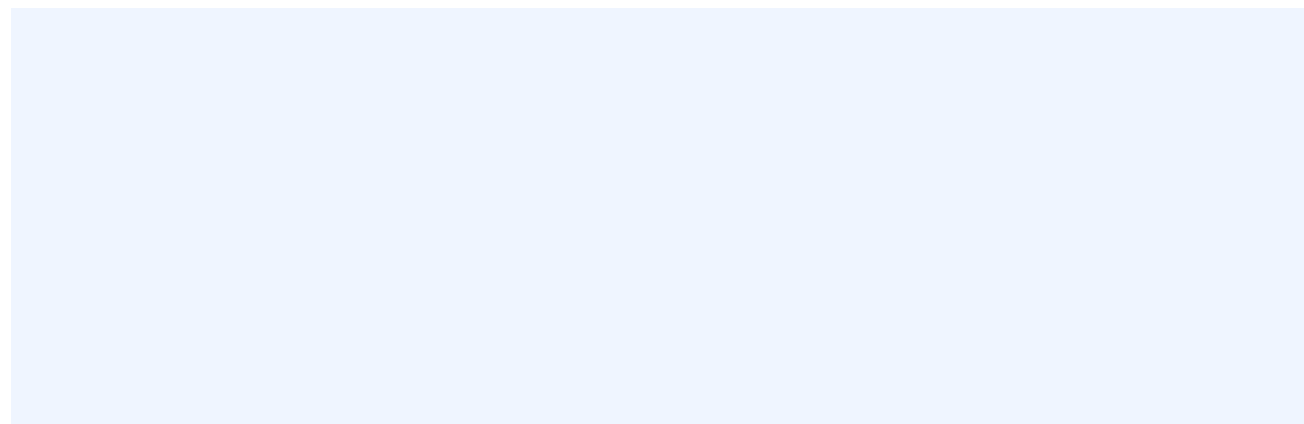


## Crime Statistics<sup>4</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	January – February			January – December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
<b>Total Criminal Code</b>						
<i>Persons Crime</i>						
<i>Property Crime</i>						
<i>Other Criminal Code</i>						
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>						
<i>Provincial Code Traffic</i>						
<i>Other Traffic</i>						
<b>CDSA Offences</b>						
<b>Other Federal Acts</b>						
<b>Other Provincial Acts</b>						
<b>Municipal By-Laws</b>						
<b>Motor Vehicle Collisions</b>						

## Trends/Points of Interest



<sup>4</sup> Data extracted from a live database (PROS) and is subject to change over time.



## Community Priorities

<b>Priority 1</b>	
<b>Current Status &amp; Results</b>	
<b>Priority 2</b>	
<b>Current Status &amp; Results</b>	
<b>Priority 3</b>	
<b>Current Status &amp; Results</b>	





## Community Consultations

Date	Attendee(s)	Notes



## High Level Provincial Detachment Crime Statistics (Actual) January to February: 2017 - 2021

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

March 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		2	0	5	0	3	50%	N/A	0.2
Robbery		2	1	0	3	0	-100%	-100%	-0.2
Sexual Assaults		7	4	9	3	3	-57%	0%	-0.9
Other Sexual Offences		1	3	3	4	1	0%	-75%	0.1
Assault		83	74	52	64	52	-37%	-19%	-7.2
Kidnapping/Hostage/Abduction		0	8	1	0	1	N/A	N/A	-0.6
Extortion		1	0	0	0	0	-100%	N/A	-0.2
Criminal Harassment		10	8	4	10	6	-40%	-40%	-0.6
Uttering Threats		28	26	17	18	20	-29%	11%	-2.4
<b>TOTAL PERSONS</b>		<b>134</b>	<b>124</b>	<b>91</b>	<b>102</b>	<b>86</b>	<b>-36%</b>	<b>-16%</b>	<b>-11.8</b>
Break & Enter		14	7	7	5	4	-71%	-20%	-2.2
Theft of Motor Vehicle		5	7	2	5	3	-40%	-40%	-0.6
Theft Over \$5,000		0	0	0	3	0	N/A	-100%	0.3
Theft Under \$5,000		32	15	8	14	5	-84%	-64%	-5.5
Possn Stn Goods		3	4	16	1	5	67%	400%	0.1
Fraud		5	9	2	4	4	-20%	0%	-0.7
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	0	18	11	N/A	-39%	4.0
Mischief - Other		120	96	113	133	96	-20%	-28%	-1.1
<b>TOTAL PROPERTY</b>		<b>179</b>	<b>138</b>	<b>148</b>	<b>183</b>	<b>128</b>	<b>-28%</b>	<b>-30%</b>	<b>-5.7</b>
Offensive Weapons		6	10	5	6	4	-33%	-33%	-0.8
Disturbing the peace		34	32	22	13	15	-56%	15%	-5.7
Fail to Comply & Breaches		93	80	108	61	34	-63%	-44%	-13.7
<b>OTHER CRIMINAL CODE</b>		<b>19</b>	<b>10</b>	<b>16</b>	<b>12</b>	<b>7</b>	<b>-63%</b>	<b>-42%</b>	<b>-2.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>152</b>	<b>132</b>	<b>151</b>	<b>92</b>	<b>60</b>	<b>-61%</b>	<b>-35%</b>	<b>-22.4</b>
<b>TOTAL CRIMINAL CODE</b>		<b>465</b>	<b>394</b>	<b>390</b>	<b>377</b>	<b>274</b>	<b>-41%</b>	<b>-27%</b>	<b>-39.9</b>



## Crime Statistics (Actual)

January to February: 2017 - 2021

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

March 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		6	16	3	3	2	-67%	-33%	-2.1
Drug Enforcement - Trafficking		4	3	17	5	2	-50%	-60%	-0.2
Drug Enforcement - Other		0	0	0	1	0	N/A	-100%	0.1
<b>Total Drugs</b>		<b>10</b>	<b>19</b>	<b>20</b>	<b>9</b>	<b>4</b>	<b>-60%</b>	<b>-56%</b>	<b>-2.2</b>
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		2	4	9	1	1	-50%	0%	-0.5
<b>TOTAL FEDERAL</b>		<b>12</b>	<b>23</b>	<b>30</b>	<b>10</b>	<b>5</b>	<b>-58%</b>	<b>-50%</b>	<b>-2.7</b>
Liquor Act		148	61	54	60	44	-70%	-27%	-20.9
Cannabis Act		0	0	0	0	3	N/A	N/A	0.6
Mental Health Act		24	14	13	16	38	58%	138%	3.0
Other Provincial Stats		38	26	40	22	26	-32%	18%	-2.8
<b>Total Provincial Stats</b>		<b>210</b>	<b>101</b>	<b>107</b>	<b>98</b>	<b>111</b>	<b>-47%</b>	<b>13%</b>	<b>-20.1</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		6	3	6	0	0	-100%	N/A	-1.5
<b>Total Municipal</b>		<b>6</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>-100%</b>	<b>N/A</b>	<b>-1.5</b>
Fatals		1	0	0	0	0	-100%	N/A	-0.2
Injury MVC		3	7	0	1	0	-100%	-100%	-1.2
Property Damage MVC (Reportable)		32	19	36	31	17	-47%	-45%	-1.8
Property Damage MVC (Non Reportable)		8	8	14	9	9	13%	0%	0.3
<b>TOTAL MVC</b>		<b>44</b>	<b>34</b>	<b>50</b>	<b>41</b>	<b>26</b>	<b>-41%</b>	<b>-37%</b>	<b>-2.9</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	4	N/A	N/A	0.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>71</b>	<b>125</b>	<b>121</b>	<b>78</b>	<b>96</b>	<b>35%</b>	<b>23%</b>	<b>0.3</b>
<b>Other Traffic</b>		<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>300%</b>	<b>300%</b>	<b>0.5</b>
<b>Criminal Code Traffic</b>		<b>15</b>	<b>13</b>	<b>23</b>	<b>43</b>	<b>15</b>	<b>0%</b>	<b>-65%</b>	<b>3.0</b>
<b>Common Police Activities</b>									
False Alarms		15	20	16	20	9	-40%	-55%	-1.2
False/Abandoned 911 Call and 911 Act		17	4	10	14	8	-53%	-43%	-0.8
Suspicious Person/Vehicle/Property		14	11	7	15	20	43%	33%	1.6
Persons Reported Missing		14	5	7	11	10	-29%	-9%	-0.2
Search Warrants		1	2	3	2	1	0%	-50%	0.0
Spousal Abuse - Survey Code (Reported)		72	55	64	55	62	-14%	13%	-2.0
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



*"K" Division*

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**Strategic  
Analysis and  
Research  
Unit**

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2020 Detachment Profile:

High Level Provincial Detachment

March 18, 2021



## High Level Provincial Detachment

The information in this report is based on Line 1 UCR scoring only. This differs from the standard monthly reports that count all lines of scoring. Counting all lines of scoring provides a more complete picture of the criminal activity in a given jurisdiction. The move to the Line 1 UCR method to calculate metrics is due to inconsistencies in PROS scoring among several Detachments.

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## High Level Provincial Detachment

### High Level Provincial Detachment "Actual" - Counts (Line 1 Only) 2016 - 2020

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

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change	
							16-20	19-20
Offences Related to Death		1	2	2	7	2	n/a	n/a
Robbery		6	12	7	3	7	n/a	n/a
Sexual Assaults		25	32	21	17	19	n/a	n/a
Other Sexual Offences		4	6	9	7	9	n/a	n/a
Assault		401	488	362	245	317	-21%	29%
Kidnapping/Hostage/Abduction		10	12	12	7	6	n/a	n/a
Extortion		3	1	1	2	0	n/a	n/a
Criminal Harassment		54	44	30	39	38	-30%	-3%
Uttering Threats		104	114	76	73	68	-35%	-7%
<b>TOTAL Persons</b>		<b>608</b>	<b>711</b>	<b>520</b>	<b>400</b>	<b>466</b>	<b>-23%</b>	<b>17%</b>
Break & Enter		101	63	57	58	38	-62%	-34%
Theft of Motor Vehicle		43	36	23	32	29	-33%	-9%
Theft Over \$5,000		4	1	1	1	7	n/a	n/a
Theft Under \$5,000		137	150	96	95	66	-52%	-31%
Possn Stn Goods		14	15	9	12	8	n/a	n/a
Fraud		48	43	36	37	28	-42%	-24%
Arson		5	7	4	4	4	n/a	n/a
Mischief To Property		668	623	820	948	878	31%	-7%
<b>TOTAL Property</b>		<b>1,020</b>	<b>938</b>	<b>1,046</b>	<b>1,187</b>	<b>1,058</b>	<b>4%</b>	<b>-11%</b>
Offensive Weapons		23	22	17	17	22	-4%	29%
Disturbing the peace		230	214	203	160	94	-59%	-41%
Fail to Comply & Breaches		309	472	429	462	312	1%	-32%
Other Criminal Code		58	54	49	43	42	-28%	-2%
<b>TOTAL Other Criminal Code</b>		<b>620</b>	<b>762</b>	<b>698</b>	<b>682</b>	<b>470</b>	<b>-24%</b>	<b>-31%</b>
<b>TOTAL CRIMINAL CODE</b>		<b>2,248</b>	<b>2,411</b>	<b>2,264</b>	<b>2,269</b>	<b>1,994</b>	<b>-11%</b>	<b>-12%</b>

n/a = if count is lower than 20. Percent change is not statistically valid with small numbers



## High Level Provincial Detachment

### High Level Provincial Detachment "Actual" - Counts (Line 1 Only) 2016 - 2020

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

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change	
							16-20	19-20
Drug Enforcement - Production		0	1	0	0	0	n/a	n/a
Drug Enforcement - Possession		31	41	44	14	14	n/a	n/a
Drug Enforcement - Trafficking		43	51	34	46	44	2%	-4%
Drug Enforcement - Other		0	1	0	0	3	n/a	n/a
<b>Total Drugs</b>		<b>74</b>	<b>94</b>	<b>78</b>	<b>60</b>	<b>61</b>	<b>-18%</b>	<b>2%</b>
Cannabis Enforcement		0	0	0	2	0	n/a	n/a
Federal - General		12	12	17	8	15	n/a	n/a
<b>TOTAL Federal</b>		<b>86</b>	<b>106</b>	<b>95</b>	<b>70</b>	<b>76</b>	<b>-12%</b>	<b>9%</b>
Liquor Act		698	755	481	465	297	-57%	-36%
Cannabis Act		0	0	1	4	2	n/a	n/a
Mental Health Act		111	104	97	88	142	28%	61%
Other Provincial Stats		163	179	247	198	155	-5%	-22%
<b>Total Provincial Stats</b>		<b>972</b>	<b>1,038</b>	<b>826</b>	<b>755</b>	<b>596</b>	<b>-39%</b>	<b>-21%</b>
Municipal By-laws Traffic		0	1	1	1	1	n/a	n/a
Municipal By-laws		46	49	26	19	8	n/a	n/a
<b>Total Municipal</b>		<b>46</b>	<b>50</b>	<b>27</b>	<b>20</b>	<b>9</b>	<b>n/a</b>	<b>n/a</b>
Fatals		0	4	1	2	2	n/a	n/a
Injury MVC		20	8	14	5	15	n/a	n/a
Prop. Damage MVC (Reportable)		122	121	94	121	104	-15%	-14%
Prop. Damage MVC (Non Reportable)		15	23	28	46	41	173%	-11%
<b>TOTAL MVC</b>		<b>157</b>	<b>156</b>	<b>137</b>	<b>174</b>	<b>162</b>	<b>3%</b>	<b>-7%</b>
<b>Provincial Traffic</b>		<b>572</b>	<b>418</b>	<b>912</b>	<b>774</b>	<b>728</b>	<b>27%</b>	<b>-6%</b>
<b>Other Traffic</b>		<b>0</b>	<b>5</b>	<b>9</b>	<b>10</b>	<b>12</b>	<b>n/a</b>	<b>n/a</b>
<b>Criminal Code Traffic</b>		<b>154</b>	<b>133</b>	<b>124</b>	<b>143</b>	<b>180</b>	<b>17%</b>	<b>26%</b>

n/a = if count is lower than 20. Percent change is not statistically valid with small numbers

Line 1 Data does not include "Bulk" files/counts



## High Level Provincial Detachment

### Established Positions

#### General Duty Members

Inspector:	0
Staff Sergeant:	1
Sergeant:	1
Corporal:	3
Constable:	12
<b>Total General Duty:</b>	<b>17</b>

#### Specialized Sections

GIS	0
FNP/CTA	0
FIS	0
Enhanced	2
SRO/CPVS/PDS:	0
PS	4

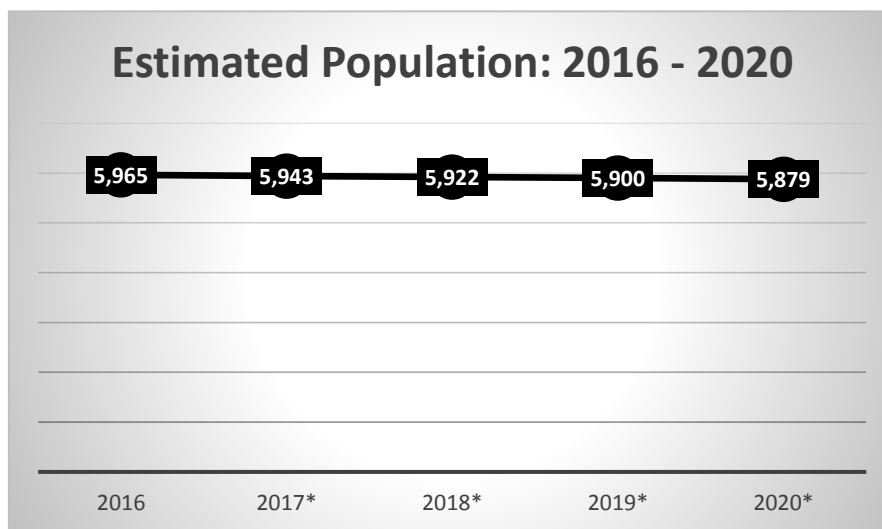
2020 Total RM's (all positions): 19

RM's Used for Metrics\*: 17

\*RM counts used to calculate CC/RM and PPR do not include FIS, PDS, Enhanced Positions, or CTA/FNP. GIS positions are only included if the position is specific to the Detachment.

### Detachment Area Population

The 2016 Census population for the High Level Provincial Detachment was 5,965. There was an estimated 1.4% decrease in population between 2016 and 2020.



\*The Detachment area population is estimated from the 2011 and 2016 Census. The difference between the two Census calculations is averaged over the 5 year time period using a simple linear slope.





## High Level Provincial Detachment

### Detachment Metrics

High Level Provincial Detachment 2020 Metrics					
Metric	2016	2017	2018	2019	2020
CC/RM	140.5	150.7	141.5	141.8	117.3
CSI	299.0	301.0	259.6	325.9	N/A
CC/1000	376.9	405.7	382.3	384.6	339.2
PPR	373	371	370	369	346

#### Criminal Code per Regular Member (CC/RM):

Criminal code incidents per Regular Member refers to the proportion of criminal code incidents to the number of police officers.

#### Crime Severity Index (CSI)

The Crime Severity Index tracks changes in the severity of police-reported crime by accounting for both the amount of crime reported by police in a given jurisdiction and the relative seriousness of these crimes. It tells us not only how much crime is coming to the attention of police, but also about the seriousness of that crime.

By design, the specific Crime Severity Index value in a given jurisdiction depends on its mix of crimes and their relative seriousness. If a jurisdiction has a high proportion of less serious, and hence lower-weighted, offences, it will have a lower Index value. Conversely, a jurisdiction with a high proportion of more serious crimes will have a higher Index value. The base line for measurement of the CSI is 100.

Detachments with a population less 5,000 should compare CSI rates with caution. A few serious files could cause large increases the overall CSI. The 2020 CSI will be published in July or August, 2021.

#### Criminal Code Cases per 1,000 (CC/1000):

The traditional crime rate is expressed as a rate per 1,000 population. The crime rate is calculated by summing all Criminal Code incidents and dividing by the population.

#### Police to Population Ratio (PPR):

The police to population ratio (PPR) quantifies the relationship between the number of police officers and the total population served.

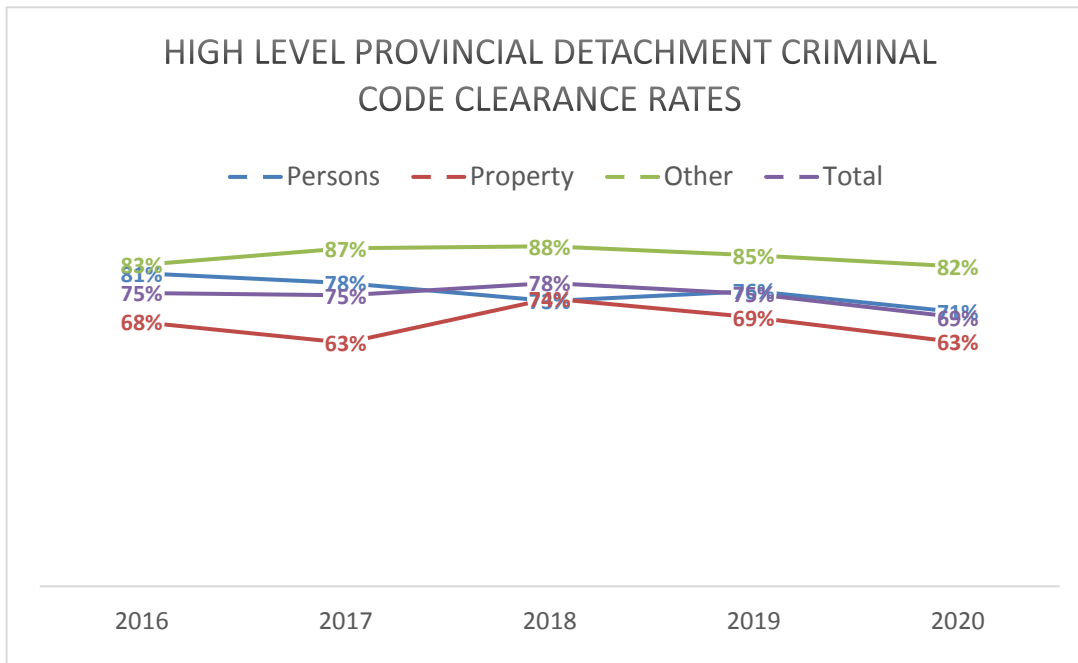


## High Level Provincial Detachment

### Clearance Rates

When a police investigation leads to the identification of a suspect against whom a charge could be laid, then that incident can be cleared. Criminal incidents can either be “cleared by charge” or “cleared otherwise”. When an information is laid against the suspect (i.e., the person is formally charged), then from a statistical point of view the related actual incident can be cleared by charge. In cases where the police do not lay an information, even though they have identified a suspect and have enough evidence to support the laying of such, the incident is cleared otherwise.

CC Category	2016	2017	2018	2019	2020
Persons	81%	78%	73%	76%	71%
Property	68%	63%	74%	69%	63%
Other	83%	87%	88%	85%	82%
<b>Total</b>	<b>75%</b>	<b>75%</b>	<b>78%</b>	<b>75%</b>	<b>69%</b>





## High Level Provincial Detachment

### Adults Charged

Adults Charged in Criminal Code Offences						
CC Category	Trend	2016	2017	2018	2019	2020
Persons		269	310	250	180	183
Property		113	76	103	84	36
Other		296	429	362	382	254
<b>Total</b>		<b>678</b>	<b>815</b>	<b>715</b>	<b>646</b>	<b>473</b>

There were 473 people charged with Criminal Code Offences in 2020. This represents a 26.8% decrease from 2019. In 2020 adult males accounted for 71.2% of those charged.

### Youth Charged

Youths Charged and Not Charged in Criminal Code Offences						
CC Category	Trend	2016	2017	2018	2019	2020
Persons		18	19	15	17	5
Property		34	32	24	30	32
Other		21	24	24	27	12
<b>Total</b>		<b>73</b>	<b>75</b>	<b>63</b>	<b>74</b>	<b>49</b>

There were 49 youth charged (or not charged) with Criminal Code Offences in 2020. This represents a 33.8% decrease from 2019.

### Top Youth Involved File Types (Not including Provincial Traffic)

Top Youth Involved File Types						
File Type	Trend	2016	2017	2018	2019	2020
Mischief		16	13	15	18	21
Other theft under \$5000		4	1	2	4	7
Break and Enter - Residence		0	3	3	3	4
911 Act - Offences Only		0	1	5	3	4
Failure to comply with undertaking		0	0	0	0	4



## High Level Provincial Detachment

### High Level Provincial Detachment Clearance Rates - by Category 2016 - 2020

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

CATEGORY	Trend	2016	2017	2018	2019	2020
Offences Related to Death		100.0%	50.0%	50.0%	85.7%	100.0%
Robbery		100.0%	41.7%	100.0%	100.0%	71.4%
Sexual Assaults		84.0%	59.4%	47.6%	58.8%	68.4%
Other Sexual Offences		100.0%	33.3%	55.6%	57.1%	66.7%
Assault		79.6%	83.4%	78.5%	86.1%	77.0%
Kidnapping/Hostage/Abduction		100.0%	66.7%	83.3%	100.0%	100.0%
Extortion		33.3%	100.0%	0.0%	0.0%	N/A
Criminal Harassment		74.1%	52.3%	56.7%	33.3%	34.2%
Uttering Threats		84.6%	78.1%	63.2%	68.5%	58.8%
<b>TOTAL Persons</b>		<b>80.6%</b>	<b>78.1%</b>	<b>73.5%</b>	<b>76.0%</b>	<b>70.6%</b>
Break & Enter		52.5%	39.7%	57.9%	56.9%	47.4%
Theft of Motor Vehicle		41.9%	69.4%	56.5%	40.6%	41.4%
Theft Over \$5,000		0.0%	0.0%	0.0%	0.0%	14.3%
Theft Under \$5,000		41.6%	36.0%	44.8%	32.6%	31.8%
Possn Stn Goods		64.3%	33.3%	77.8%	58.3%	62.5%
Fraud		54.2%	32.6%	47.2%	59.5%	35.7%
Arson		20.0%	0.0%	50.0%	50.0%	0.0%
Mischief To Property		79.3%	74.6%	80.5%	75.3%	68.1%
<b>TOTAL Property</b>		<b>68.0%</b>	<b>62.7%</b>	<b>74.1%</b>	<b>69.3%</b>	<b>62.9%</b>
Offensive Weapons		56.5%	77.3%	88.2%	82.4%	81.8%
Disturbing the peace		69.6%	74.8%	74.9%	65.6%	58.5%
Fail to Comply & Breaches		95.1%	94.1%	94.4%	93.7%	89.7%
Other Criminal Code		<b>79.3%</b>	<b>77.8%</b>	79.6%	67.4%	81.0%
<b>TOTAL Other Criminal Code</b>		<b>82.7%</b>	<b>87.0%</b>	<b>87.5%</b>	<b>85.2%</b>	<b>82.3%</b>
<b>TOTAL CRIMINAL CODE</b>		<b>75.5%</b>	<b>74.9%</b>	<b>78.1%</b>	<b>75.2%</b>	<b>69.3%</b>



## High Level Provincial Detachment

### High Level Provincial Detachment Clearance Rates - by Category 2016 - 2020

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

CATEGORY	Trend	2016	2017	2018	2019	2020
Drug Enforcement - Production		N/A	0.0%	N/A	N/A	N/A
Drug Enforcement - Possession		58.1%	80.5%	81.8%	100.0%	57.1%
Drug Enforcement - Trafficking		20.9%	33.3%	67.6%	58.7%	27.3%
Drug Enforcement - Other		N/A	0.0%	N/A	N/A	0.0%
<b>Total Drugs</b>		<b>36.5%</b>	<b>53.2%</b>	<b>75.6%</b>	<b>68.3%</b>	<b>32.8%</b>
Cannabis Enforcement		N/A	N/A	N/A	100.0%	N/A
Federal - General		58.3%	33.3%	58.8%	62.5%	20.0%
<b>TOTAL Federal</b>		<b>39.5%</b>	<b>50.9%</b>	<b>72.6%</b>	<b>68.6%</b>	<b>30.3%</b>
Liquor Act		87.2%	87.3%	87.1%	89.9%	90.9%
Cannabis Act		N/A	N/A	0.0%	50.0%	50.0%
Mental Health Act		3.6%	1.0%	2.1%	3.4%	2.1%
Other Provincial Stats		42.9%	46.9%	51.0%	34.8%	47.7%
<b>Total Provincial Stats</b>		<b>70.3%</b>	<b>71.7%</b>	<b>66.2%</b>	<b>65.2%</b>	<b>58.4%</b>
Municipal By-laws Traffic		N/A	0.0%	100.0%	100.0%	0.0%
Municipal By-laws		54.3%	51.0%	38.5%	31.6%	50.0%
<b>Total Municipal</b>		<b>54.3%</b>	<b>50.0%</b>	<b>40.7%</b>	<b>35.0%</b>	<b>44.4%</b>
Fatals		N/A	0.0%	100.0%	0.0%	0.0%
Injury MVC		45.0%	37.5%	57.1%	20.0%	6.7%
Prop. Damage MVC (Reportable)		32.0%	24.0%	27.7%	12.4%	2.9%
Prop. Damage MVC (Non Reportable)		26.7%	4.3%	10.7%	2.2%	2.4%
<b>TOTAL MVC</b>		<b>33.1%</b>	<b>21.2%</b>	<b>27.7%</b>	<b>9.8%</b>	<b>3.1%</b>
<b>Provincial Traffic</b>		<b>73.4%</b>	<b>70.1%</b>	<b>87.7%</b>	<b>81.1%</b>	<b>82.1%</b>
Other Traffic		N/A	20.0%	22.2%	30.0%	0.0%
Criminal Code Traffic		48.1%	45.9%	57.3%	49.0%	37.2%



## High Level Provincial Detachment

### Provincial Detachment Averages

**Comparisons between detachments should be made with caution as each detachment has unique issues due to location, population, demographics and other factors.**

#### Provincial Detachments with Under 5,000 Population (34 Detachments)

Metric	2016	2017	2018	2019	2020
CC/RM	73	78	81	79	72
CC/1000	137	147	152	149	148
CSI (Average Rate)	155.8	179.4	180.0	198.0	N/A
PPR	535	532	532	532	486
<b>Clearance Rates</b>					
CC Persons	82%	72%	67%	64%	62%
CC Property	27%	26%	26%	30%	28%
CC Other	75%	74%	74%	69%	61%
Total CC	45%	43%	42%	45%	41%

#### Provincial Detachments with 5,000 - 10,000 Population (50 Detachments)

Metric	2016	2017	2018	2019	2020
CC/RM	94	99	96	95	93
CC/1000	111	116	111	109	116
CSI (Average Rate)	139.5	147.5	136.6	152.5	N/A
PPR	847	855	866	874	802
<b>Clearance Rates</b>					
CC Persons	80%	73%	68%	62%	62%
CC Property	23%	22%	22%	24%	27%
CC Other	76%	71%	72%	71%	64%
Total CC	41%	38%	38%	40%	41%

*Population calculated from the 2016 Census*



## High Level Provincial Detachment

### Provincial Detachment Averages (cont'd.)

**Comparisons between detachments should be made with caution as each detachment has unique issues due to location, population, demographics and other factors.**

#### Provincial Detachments with 10,000 - 20,000 Population (15 Detachments)

Metric	2016	2017	2018	2019	2020
CC/RM	102	110	102	102	82
CC/1000	88	95	84	84	72
CSI (Average Rate)	112.2	129.8	118.3	140.0	N/A
PPR	1,154	1,166	1,203	1,216	1,136
<b>Clearance Rates</b>					
CC Persons	76%	70%	64%	60%	59%
CC Property	22%	18%	18%	16%	17%
CC Other	73%	68%	66%	64%	61%
Total CC	40%	33%	33%	31%	33%

#### Provincial Detachments with greater than 20,000 Population (5 Detachments)


Metric	2016	2017	2018	2019	2020
CC/RM	100	101	102	98	86
CC/1000	71	72	71	67	64
CSI (Average Rate)	90.5	95.7	95.6	90.1	N/A
PPR	1,393	1,410	1,426	1,461	1,352
<b>Clearance Rates</b>					
CC Persons	68%	63%	61%	56%	51%
CC Property	16%	15%	15%	14%	16%
CC Other	57%	59%	59%	55%	43%
Total CC	31%	30%	29%	28%	28%

*Population calculated from the 2016 Census*

**Subject:**

FW: 11th Annual Law of Policing Conference — PACC Members Save

[View this email in your browser](#)



## **12<sup>th</sup> Annual Law of Policing, Eastern Canada Edition May 6 – 7, 2021 (EDT) | Virtual Conference**

The Canadian Institute's 12<sup>th</sup> Annual Law of Policing Virtual Conference, Eastern Canada Edition, takes place on May 6 – 7, 2021 - Canada's must attend event for in-house police counsel and professional standards officers!

This year's event will take an in depth look at some of the social movements that are demanding change in policing services, and the legal liability challenges that will arise from adapting to change. Take part in discussions on the most pressing issues affecting law enforcement professional standards in Canada.

NEW SESSIONS FOR 2021 include:

- Live Q&A National Roundtable on Police Service Act Reform: Hear from Quebec, Ontario, Manitoba and Alberta
- Analyzing Models for Partnering with Health Care Authorities: Compare Edmonton and Oregon police models
- Ensuring a Consistent Response when using De-Escalation and Use of Force Techniques: Gain control and de-escalation tactics
- Measuring Personal and Organizational Liability in Duty of Care Investigations: Defining the legal obligation of a person or organization
- Mitigating Liability on an Officer's Personal Social Media Platform: What you



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- Measuring Personal and Organizational Liability in Duty of Care Investigations: Defining the legal obligation of a person or organization
- Mitigating Liability on an Officer's Personal Social Media Platform: What you can and can't do, even off-duty

View the Full Agenda and List of Distinguished Speakers and Register

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March 24, 2021

Our File: 1560-WWP-MACK-11

Mr. Joshua Knelsen  
Reeve  
Mackenzie County  
PO Bag 640  
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Knelsen: *Josh*

**Re: Alberta Municipal Water/Wastewater Partnership  
Hamlet of La Crete – Water Supply Production Well No. 4 Project**

Please be advised that \$345,000.00 is being electronically transferred to the Mackenzie County. This amount represents an advance payment under the Alberta Municipal Water/Wastewater Partnership and is provided to assist you with Hamlet of La Crete-Water Supply Production Well No. 4 Project.

If you require any further information, please contact Anne Han at 780-624-6280.

We are pleased to assist you with this worthwhile endeavor.

Regards,



Ryan Konowalyk  
Regional Director

AH

cc: Dan Williams, MLA Peace River  
Barry Pape, Team Lead, Water/Wastewater and Grants, Alberta Transportation  
Danny Jung, Infrastructure Manager, Alberta Transportation  
Anne Han, Infrastructure Technologist, Alberta Transportation





# Mackenzie County Libraries

## La Crete ~ Fort Vermilion ~ Zama City

# Annual Report 2020



The library had 2,647 open hours in 2020, even through COVID we served our patrons!



5910 library cardholders, that is 50.7% of our population and up about 9% over last year!!



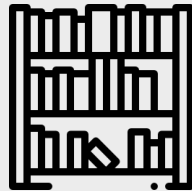
All three libraries offered Curb-Side Pick up throughout closures



We added additional virtual and electronic services in 2020!



The library added 3,578 new items last year



Bringing the total in-house collections to 78,252 items



Music downloads & streaming. eBooks, Comics Magazines, Languages



Contributing to a total of over 98,326 trackable checkouts!



Inter-library loans within our region 257 times



In 2020 Our Funding came from:  
74% Municipal  
19% Provincial  
7% Self-Generated  
(down from 11% in 2019)  
2021 total budget for all our libraries is \$336,623



Services delivered by 12 dedicated staff and due to COVID our volunteers are down to 17



The library has 11 public computers



There were also 100's of connections to our WiFi, many connecting in the parking lots



Shout out to all our amazing library staff for rising the to challenges over the year!



8477+ people heard our message, online presence was increased



And 459+ amazing volunteers hours



# 2021 ACCPA VIRTUAL CONFERENCE PRE-CONFERENCE WORKSHOPS

Alberta Community Crime Prevention Association (ACCPA)

Issued March 2021 v2

## Monday **MAY 10** All times are Mountain Time (MT)

**8:30AM** PRE-CONFERENCE REGISTRATION / VIRTUAL TRADE SHOW AND NETWORKING

**9:00AM** Workshop #1 *3-Hour Workshop*

### **ERNIE & JOE CRISIS COPS: COMPASSIONATE RESPONSE TO MENTAL HEALTH CRISIS BY LAW ENFORCEMENT**

Joe Smarro, of the award-winning HBO documentary ERNIE & JOE: CRISIS COPS, *Founder and CEO, SolutionPoint+*

Certificates of Completion will be provided digitally to participants

## Tuesday **MAY 11** All times are Mountain Time (MT)

**8:30AM** PRE-CONFERENCE REGISTRATION / VIRTUAL TRADE SHOW AND NETWORKING

**9:00AM** Workshop #2 *3-Hour Workshop*

### **UNDERSTANDING HATE: TOOLS AND STRATEGIES FOR COMMUNITY RESPONSE**

Tiffany Efird, *Program Director, Alberta Hate Crimes Committee*

Renee Vaugeois, *Executive Director, John Humphrey Centre for Peace and Human Rights*

Workshop #3 *3-Hour Workshop*

### **THE DUTCH TOUCH: HOW HOLLAND MANAGED TO CUT CRIME, AND LESSONS FOR ALBERTA AND CANADIAN COMMUNITIES FROM DUTCH CRIME POLICIES**

Jaap de Waard, *Senior Policy Advisor, The Netherlands Ministry of Justice and Security*

Certificates of Completion will be provided digitally to participants

**12:00PM** LUNCH BREAK

**1:00PM** Workshop #5 *3-Hour Workshop*

### **RADICALIZATION AND MOBILIZATION TO VIOLENCE: RECOGNITION AND RESPONSE STRATEGIES FOR POLICE AND COMMUNITY PROFESSIONALS**

John McCoy, *Executive Director, Organization for the Prevention of Violence*

David Jones, *Senior Researcher, Organization for the Prevention of Violence*

Workshop #6 *3-Hour Workshop*

### **TOOLS AND STRATEGIES FOR GROWING A VIBRANT, SAFE AND DIVERSE NIGHT TIME ECONOMY: LESSONS FROM SYDNEY, AUSTRALIA**

Libby Harris, *Night Time Economy Manager, City of Sydney, Australia*

Workshop #7 *3-Hour Workshop*

### **THE NEW ZEALAND POLICE NATIONAL OPERATING MODEL 2017: TAKING EVERY OPPORTUNITY TO PREVENT HARM THROUGH STRATEGIES TO PREVENT CRIME AND VICTIMIZATION**

Dr. Melissa Smith, *Manager Strategic Development and Planning, National Prevention Centre at New Zealand Police*

Workshop #8 *3-Hour Workshop*

### **ALBERTA RCMP COMMUNITY POLICE ACADEMY**

Facilitators To Be Determined, *Royal Canadian Mounted Police, "K" Division*

Certificates of Completion will be provided digitally to participants

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ACCPA **2021 VIRTUAL  
CONFERENCE**

**MAY 10-13**



# 2021 ACCPA VIRTUAL CONFERENCE SESSIONS & SPEAKERS

Alberta Community Crime Prevention Association (ACCPA)

Issued March 2021 v3

## Wednesday **MAY 12** All times are Mountain Time (MT)

<b>7:30AM</b>	<b>VIRTUAL TRADE SHOW / VIRTUAL COFFEE AND NETWORKING</b>	
<b>8:30AM</b>	<b>OPENING CEREMONIES</b>	
<b>9:00AM</b>	<b>HOW HOLLAND MANAGED TO CUT CRIME: IMPROVED SECURITY, RESTORING THE CAPACITY AND AUTHORITY OF CRIMINAL LAW, DEMOGRAPHY, AND THE STRONG, ACTIVE AND STIMULATING ROLE OF THE CENTRAL GOVERNMENT</b> <i>Jaap de Waard, Senior Policy Advisor, The Netherlands Ministry of Justice and Security</i>	
<b>10:00AM</b>	<b>BREAK</b>	
<b>10:30AM</b>	<b>STREAM 1 Urban Focus</b> <b>LESS LAW, MORE ORDER: SMARTER CRIME CONTROL, AND THE SCIENCE AND SECRETS OF ENDING VIOLENT CRIME</b> <i>Irvin Waller, Author and Emeritus Professor Criminology, Faculty of Social Sciences, University of Ottawa</i>	<b>STREAM 2 Rural Focus</b> <b>THE HISTORY AND FUTURE OF ALBERTA PROVINCIAL RURAL CRIME WATCH</b> <i>Cor De Wit, President, Alberta Provincial Rural Crime Watch Association</i>
<b>11:30AM</b>	<b>BREAK</b>	
<b>11:35AM</b>	<b>LESS LAW, MORE ORDER: SMARTER CRIME CONTROL, AND THE SCIENCE AND SECRETS OF ENDING VIOLENT CRIME</b> <i>Irvin Waller, Author and Emeritus Professor Criminology, Faculty of Social Sciences, University of Ottawa</i>	<b>BUILDING CAPACITY IN RURAL CRIME PREVENTION</b> <i>Jan Fox, Executive Director, REACH Edmonton, Co-Chair Building Capacity in Rural Crime Prevention Project</i> <i>Jean Bota, President, ACCPA, Co-Chair Building Capacity in Rural Crime Prevention Project</i>
<b>12:30PM</b>	<b>LUNCH BREAK</b>	
<b>1:30PM</b>	<b>12 COMMUNITY SAFETY INITIATIVE (12CSI): A COALITION OF CALGARY NEIGHBOURHOODS MOBILIZING FOR COMMUNITY SAFETY</b> <i>Larry Leach, Executive Director, 12 Community Safety Initiative</i>	<b>CALGARY'S HOMEFRONT PROGRAM &amp; SCALABILITY FOR RURAL COMMUNITIES: AN INTERNATIONALLY RECOGNIZED, RESEARCHED AND VALIDATED RESPONSE TO DOMESTIC VIOLENCE</b> <i>Justin Dafoe, Manager, Strategic Advancement, HomeFront Calgary</i>
<b>2:30PM</b>	<b>BREAK</b>	
<b>2:45PM</b>	<b>BULLYING ENDS HERE: CHALLENGE, PERSEVERANCE, AND THE PERSONAL JOURNEY OF GROWTH AND INSPIRATION</b> <i>Tad Milmine, Founder of Bullying Ends Here, Police Officer, Motivational Speaker, Best Selling Author</i>	<b>THE PEACE RIVER REGION RESTORATIVE JUSTICE PROGRAM: A COMMUNITY-DRIVEN APPROACH TO RESOLVING THE HARM CAUSED BY CRIME</b> <i>China Seiger, Program Coordinator, Peace Regional Restorative Justice</i>
<b>3:45PM</b>	<b>DAY 1 WRAP-UP - ACCPA</b>	

## Thursday **MAY 13** All times are Mountain Time (MT)

<b>7:45AM</b>	<b>VIRTUAL TRADE SHOW / VIRTUAL COFFEE AND NETWORKING</b>	
<b>8:45AM</b>	<b>DAY 2 WELCOME BACK - HOUSEKEEPING</b>	
<b>9:00AM</b>	<b>STREAM 1 Urban Focus</b> <b>CLEARING THE SMOKE ABOUT THE CANNABIS INDUSTRY: THE CURRENT STATE OF THE CANNABIS INDUSTRY FROM A REGULATORY SECURITY POINT OF VIEW</b> <i>Barry Davidson, Managing Director, Davidson Global Advisory Group</i>	<b>STREAM 2 Rural Focus</b> <b>BARRHEAD &amp; REGIONAL CRIME COALITION (BARCC): COMMUNITY MOBILIZATION IN SUPPORT OF ALBERTA'S RURAL CRIME REDUCTION STRATEGY</b> <i>Dave McKenzie, Mayor, Town of Barrhead</i>
<b>9:50PM</b>	<b>BREAK</b>	
<b>10:00AM</b>	<b>TO BE ANNOUNCED</b>	<b>ALBERTA SHERIFF'S SAFER COMMUNITIES AND NEIGHBOURHOODS (SCAN): HELPING KEEP COMMUNITIES SAFE BY DEALING WITH PROBLEM PROPERTIES</b> <i>Karleen Schenkey, Investigator, SCAN North Division</i> <i>Paul Hennig, Investigator, SCAN North Division</i>
<b>10:50AM</b>	<b>BREAK</b>	
<b>11:00AM</b>	<b>FETAL ALCOHOL SPECTRUM DISORDER (FASD) AND CRIMINAL JUSTICE DIVERSION IN CENTRAL ALBERTA</b> <i>Julie Nanson-Ashton, Executive Director, Central Alberta FASD Network</i>	<b>OIL SANDS SECURITY PROFESSIONALS (OSSP): A BEST PRACTICE FOR INDUSTRY-POLICE COLLABORATION</b> <i>Roger Monette, Security Manager Canada ConocoPhillips - Oil Sands Security Professionals</i>
<b>11:50AM</b>	<b>LUNCH BREAK</b>	
<b>1:00PM</b>	<b>PREVENTION FIRST ARAIA I TE TUATAHI: THE NEW ZEALAND POLICE NATIONAL OPERATING MODEL 2017 TAKING EVERY OPPORTUNITY TO PREVENT HARM, CRIME AND VICTIMIZATION</b> <i>Dr. Melissa Smith, Manager Strategic Development and Planning, National Prevention Centre at New Zealand Police</i>	
<b>1:55PM</b>	<b>BREAK</b>	
<b>2:05PM</b>	<b>THE NIGHT TIME ECONOMY AS A DRIVER OF VIBRANCY, DIVERSITY AND SAFETY: LESSONS FROM SYDNEY, AUSTRALIA</b> <i>Libby Harris, Night Time Economy Manager, City of Sydney, Australia</i>	
<b>3:00PM</b>	<b>CONFERENCE WRAP-UP</b>	

# WORKSHOP

# PROFILE



Issued February 2021

## WORKSHOP 1

MONDAY, MAY 10, 9:00AM - 12:00PM (MT)

### ERNIE & JOE CRISIS COPS: COMPASSIONATE RESPONSE TO MENTAL HEALTH CRISIS BY LAW ENFORCEMENT

**JOE SMARRO**, of the award-winning HBO documentary **ERNIE & JOE: CRISIS COPS**  
 Founder and CEO, SolutionPoint+

This workshop will begin with a screening of the 25-minute version of the award-winning HBO documentary **ERNIE & JOE: CRISIS COPS**, which puts a spotlight on the culture of policing and takes a clear-eyed look at how we train and support officers to respond to those in a mental health crisis. Following the screening, former San Antonio Police Department Officer Joe Smarro, who is featured in the film, will engage audiences in a discussion of what they saw, answer questions about his experience and the vicarious trauma this work can inflict on officers, and share how-to's, do's, and don't's about establishing a mental health unit or a co-deploy response team in one's community. Mr. Smarro will also address the origins of the San Antonio Police Department Mental Health Unit, how and why it has evolved over time, the importance of crisis intervention training for officers, and the need for more support and care of officers' own mental health. Participants will be invited to join in role-play exercises to practice compassionate communication, as seen in the film, and be given opportunities to reflect upon and brainstorm concrete next steps to improving mental health crisis response in their communities.

**ADDITIONAL WORKSHOPS CAN BE FOUND AT [www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)**

#### WHO SHOULD ATTEND?

- » Police, crime prevention and community safety professionals
- » Urban and rural municipalities, and Indigenous communities - administration and elected leaders
- » Community and Protective Services, social and health-care workers, FCSS and community developers
- » Urban & Regional planners, architects, landscape architects and urban designers
- » Downtown revitalization, neighbourhood and business associations
- » Educational, cultural and religious institutions
- » Commercial and institutional property owners, managers and operators

Have you registered for the 2021 Conference yet?

## LOCAL & INTERNATIONAL PERSPECTIVES IN COMMUNITY SAFETY & WELL-BEING

ALBERTA COMMUNITY CRIME PREVENTION ASSOCIATION (ACCPA)  
[WWW.ALBERTACRIMEPREVENTION.COM](http://WWW.ALBERTACRIMEPREVENTION.COM)

## ACCPA 2021 VIRTUAL CONFERENCE

**MAY 10-13**

# WORKSHOP

# PROFILE



Issued February 2021

**WORKSHOP 2** TUESDAY, MAY 11, 9:00AM - 12:00PM (MT)

## UNDERSTANDING HATE: TOOLS AND STRATEGIES FOR COMMUNITY RESPONSE

### TIFFANY EFIRD

Program Director, Alberta Hate Crimes Committee

### RENEE VAUGEOIS

Executive Director, John Humphrey Centre for Peace and Human Rights

Participants of this workshop will gain an understanding of legislation and prosecution of hate crimes in order to understand the differences between a hate crime and a hate incident. Law enforcement will gain an increased capacity and understanding to investigate hate crime. Participants will gain a deepened understanding of the historical context and implications of hate, providing them with perspective and a strengthening of cultural awareness. Participants will become aware of existing supports available for victims and communities as well as an understanding of gaps in services. Participants will gain skills, tools and strategies to help them plan and implement a community-based response to hate.

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## ACCPA 2021 VIRTUAL CONFERENCE

**MAY 10-13**



# WORKSHOP

# PROFILE



Issued February 2021

## WORKSHOP 3

TUESDAY, MAY 11, 9:00AM - 12:00PM (MT)

### THE DUTCH TOUCH: HOW HOLLAND MANAGED TO CUT CRIME, AND LESSONS FOR ALBERTA AND CANADIAN COMMUNITIES FROM DUTCH CRIME POLICIES

#### JAAP DE WAARD

Senior Policy Advisor, The Netherlands Ministry of Justice and Security

Participants will gain an understanding about “The Netherlands in a Nutshell”, and crime and crime trends in The Netherlands, including long-term trends and recent developments. Participants will gain an understanding of Dutch Crime prevention policies; how The Netherlands managed to cut crime through policies and practices; and developments in Dutch juvenile delinquency: from early prevention to focussed hard core offender projects. Participants will gain an understanding of specific Dutch crime prevention initiatives and projects, including: the HALT project; diversion of juvenile delinquency; neighbourhood policing; public-private partnerships in Dutch crime prevention; and administrative approaches towards organised crime. Participants will learn about key aspects of what works and what does not in preventing and reducing crime in The Netherlands, including Dutch and international evaluation studies, and future developments in Dutch crime prevention policies. Participants will gain an understanding of what lessons Alberta and other parts of Canada, can learn from Dutch crime policies.

ADDITIONAL WORKSHOPS CAN BE FOUND AT [www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)

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## ACCPA 2021 VIRTUAL CONFERENCE

# MAY 10-13

# WORKSHOP

# PROFILE



Issued February 2021

## WORKSHOP 5

TUESDAY, MAY 11, 1:00PM - 4:00PM (MT)

### RADICALIZATION AND MOBILIZATION TO VIOLENCE: RECOGNITION AND RESPONSE STRATEGIES FOR POLICE AND COMMUNITY PROFESSIONALS

#### JOHN McCOY

Executive Director, Organization for the Prevention of Violence

#### DAVID JONES

Senior Researcher, Organization for the Prevention of Violence

Participants will gain an understanding of the characterizations of Radicalization, Terrorism, and Violent Extremism, and problems associated with labelling. Participants will gain an understanding of the process of engagement, including ideological elements, and grievance, environmental, and underlying need elements. Global trends in violent extremism will be introduced, including: the diversity of threats, the rise of lone actors, use of the internet, and the rise of hate & social polarization. Participants will gain an understanding of the Alberta picture, including the historical overview, current threat environment, and summary of research and report findings by the Organization for the Prevention of Violence. Case studies will be used to demonstrate examples of underlying vulnerability, radicalization and mobilization. Participants will gain an understanding of concrete, evidence-based risk factors and risk indicators, including cues when to ask more questions, when to seek specialized support, and when to call police. Participants will receive an introduction and overview of strategies in countering violent extremism, including the emergence of practice, current best practices and levels of prevention. Case studies will be examined through group work, with participants gaining an understanding of local resources in Alberta and soft skills necessary for intervention.

**ADDITIONAL WORKSHOPS CAN BE FOUND AT [www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)**

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## ACCPA 2021 VIRTUAL CONFERENCE

**MAY 10-13**

# WORKSHOP

# PROFILE



Issued February 2021

## WORKSHOP 6

TUESDAY, MAY 11, 1:00PM - 4:00PM (MT)

### TOOLS AND STRATEGIES FOR GROWING A VIBRANT, SAFE AND DIVERSE NIGHT TIME ECONOMY: LESSONS FROM SYDNEY, AUSTRALIA

#### LIBBY HARRIS

Night Time Economy Manager, City of Sydney, Australia

Participants will gain an understanding of the City of Sydney's Night Time Economy strategy as a driver of community vibrancy, diversity and safety. This interactive workshop will provide participants with scalable tools and initiatives for the 24-hour City Centre, and the economic and community benefits of extended hours for businesses and additional hours for performance and culture. Participants will gain an understanding of Sydney's community engagement experience on late-night trading, including themes of strong support for extended trading hours, support for maintaining or increasing the size of late-night trading areas across the city, and strong support for more diverse late-night businesses including shops, restaurants, cafes, small bars, live music and performance spaces and cultural venues across the city. Participants will gain an understanding of Sydney's Global Cities After Dark forum, which bring together experts and local, national and international stakeholders to discuss and share ideas on night-time culture. The workshop will outline the OPEN Sydney strategy and actions plan for the long-term development of Sydney's night-time economy to 2030, including the City's ambitious goals to double the city's night-time turnover to \$30 billion, increase night-time employment by 25% to 100,000 jobs, and transform the Night Time Economy from a focus on younger people and drinking, to 40% of people being over 40, and 40% of operating businesses at night being shops. The workshop will additionally highlight the effect of updated planning controls at the City of Sydney that include some of the biggest changes to city planning in a decade, and that set the foundation for growth of Sydney's nightlife into the future.

ADDITIONAL WORKSHOPS CAN BE FOUND AT [www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)

#### WHO SHOULD ATTEND?

- » Economic Development Corporations
- » Chambers of Commerce and Tourism
- » Business Improvement Areas and Downtown & Business Revitalization Zones
- » Business, Neighbourhood and Community Associations
- » Urban and Rural Municipalities, Indigenous Communities & Elected Leaders
- » Urban & Regional Planners, Architects and Urban Designers
- » Police, Crime Prevention and Community Safety Professionals
- » Commercial, Retail and Entertainment Owners and Operators
- » Community Developers

Have you registered for the 2021 Conference yet?

## LOCAL & INTERNATIONAL PERSPECTIVES IN COMMUNITY SAFETY & WELL-BEING

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## ACCPA 2021 VIRTUAL CONFERENCE

**MAY 10-13**

# WORKSHOP

# PROFILE



Issued February 2021

**WORKSHOP 7** TUESDAY, MAY 11, 1:00PM - 4:00PM (MT)

**THE NEW ZEALAND POLICE NATIONAL OPERATING MODEL 2017: TAKING EVERY OPPORTUNITY TO PREVENT HARM THROUGH STRATEGIES TO PREVENT CRIME AND VICTIMIZATION**

**DR. MELISSA SMITH**  
 Manager Strategic Development and Planning, National Prevention Centre at New Zealand Police

This workshop will be presented in five sessions. Session 1 will be an orientation to the evolution of New Zealand’s Policing Excellence Program, and Prevention First Operating Model 2017. Session 2 will be an orientation to New Zealand’s Integrated Safety Response (ISR) – a whole-of-family and whānau approach to the safety of adults and children experiencing violence. The program has resulted in an 18% reduction in family violence re-victimisation for Māori; reduced risk of continued use of violence amongst perpetrators; and a 48% reduction in children witnessing/being exposed to family violence. Session 3 will be an orientation to three New Zealand prevention initiatives: Locks, Lights and Lines of Sight; Aggravated Robbery; and Operation Whakahaumanu. Participants will have the choice of attending any of one of the program presentations. Session 4 will be an orientation to New Zealand’s Te Pae Oranga. Established in South Auckland and Lower Hutt, Iwi panels introduce Māori values of manaakitanga and whakawhanaungatanga into the justice system. Evaluations have shown that Te Pae Oranga (iwi panels) are effective for all genders, ethnicities and ages, and have reduced harm from reoffending of 22.5%. Session 5 will be a wrap-up and syndicate group exercises in Integrated Safety Response and Te Pae Oranga.

ADDITIONAL WORKSHOPS CAN BE FOUND AT [www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)

**WHO SHOULD ATTEND?**

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**LOCAL & INTERNATIONAL PERSPECTIVES IN COMMUNITY SAFETY & WELL-BEING**

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**ACCPA 2021 VIRTUAL CONFERENCE**

**MAY 10-13**

# WORKSHOP

# PROFILE



Issued February 2021

## WORKSHOP 8

TUESDAY, MAY 11, 1:00PM - 4:00PM (MT)

### ALBERTA RCMP COMMUNITY POLICE ACADEMY

#### FACILITATORS - TO BE DETERMINED

Royal Canadian Mounted Police, "K" Division

The Focus of this workshop - developed by RCMP specialists in crime prevention, cyber security, and financial crimes investigations - is to help participants keep their communities safe and secure, either as a professional in the community or with family at home. Community Police Academies have gained popularity throughout Canada and the United States, with Orlando, Florida laying claim to developing the first program of this kind in 1985. The RCMP aim with this workshop is to reduce crime in partnership with community members from all walks of life; businesses, organizations, volunteers and the general public. Participants will gain an understanding of home security basics, Crime Prevention Through Environmental Design (CPTED), and robbery prevention. Participants will gain an understanding of vehicle crime, crime mapping and police communications - including when to call police, and what to tell them. The workshop will cover personal safety and safe habits; frauds, scams and counterfeit detection; cyber-security and social media; and the role Crime Stoppers, Crime Watch and Citizens on Patrol.

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## ACCPA 2021 VIRTUAL CONFERENCE

MAY 10-13

# Regional Spring Stakeholder Meeting 2021

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## High Level Forest Area

Brought to you by, Amanda Harrison, Victoria Ostendorf, and Kevin Hunt

March 25, 2021



# Agenda

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- Review 2020 Wildfire Season



- Current and expected drought conditions for the Area
- 2021 Fire Season FireSmart Update

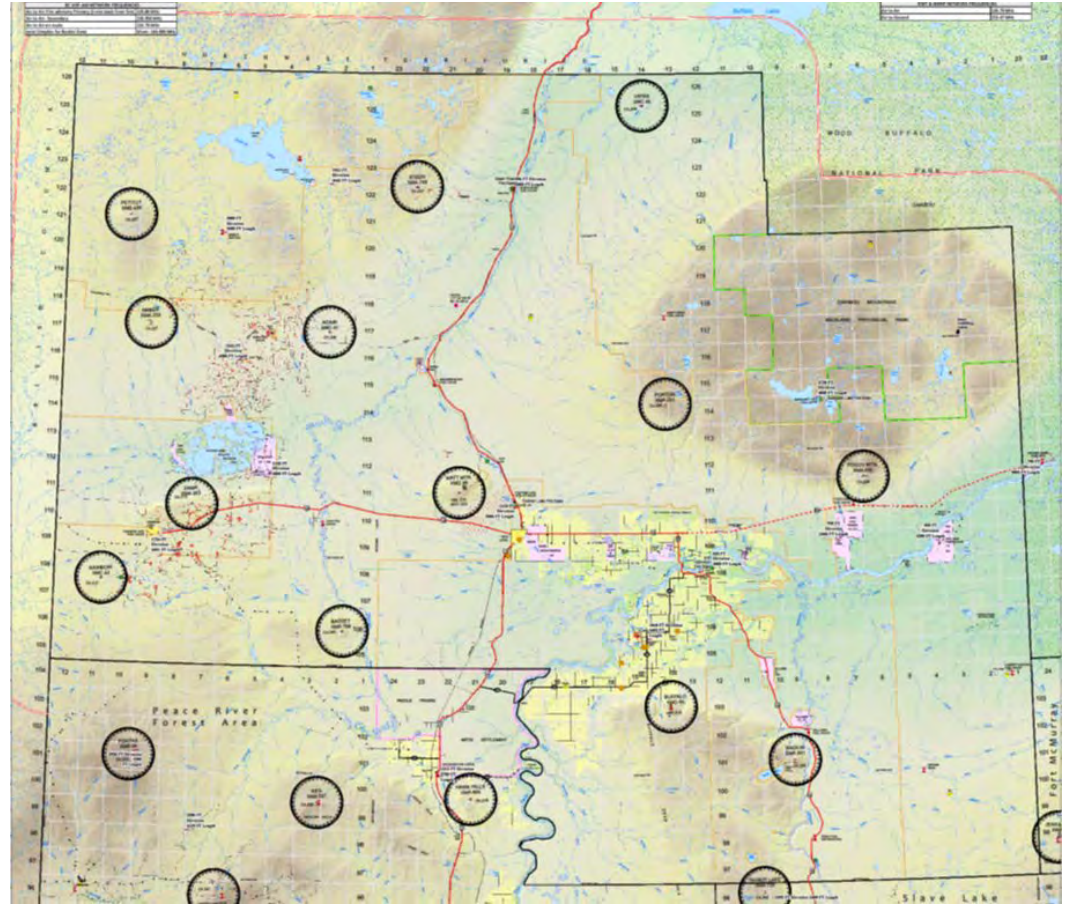


- Wildfire Operations 2021 Update
- Wildfire Information and communications



# High Level Forest Area

- 82,552 Square km
- 11 Tower Lookouts
- 3 Primary Fire Bases
- 2 Air Tanker Bases
- First Nations
  - Dene Tha
  - Tall Cree
  - Little Red River
  - Beaver First Nation
- Communities
  - High Level
  - Fort Vermilion
  - Rainbow Lake
  - Zama City
  - Steen
  - La Crete
  - North / South Tall Cree
  - Fox lake
  - John D'Or Prairie
  - Bushe River
  - Meander River
  - Child Lake
  - Paddle Prairie (Peace River Forest Area)





# Alberta Wildfire Provincial Priorities

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- Human Life
- Community
- Watersheds and Sensitive Soils
- Natural Resources
- Infrastructure

# Review 2020 Wildfire Season



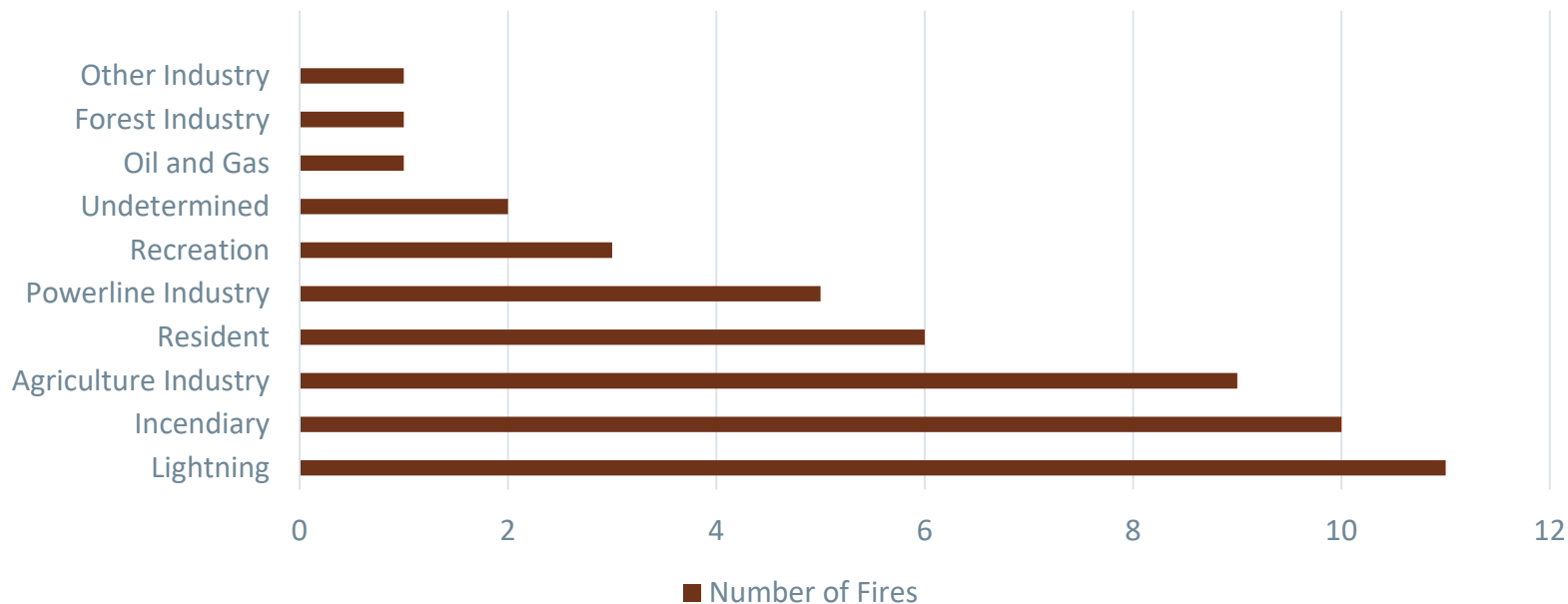
# High Level Forest Area Review 2020

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- The High Level Forest Area saw a total of 344 mm of rain last season. That is approximately 13 inches of rain. This gave the area a much needed reprieve in drought conditions.
- The area saw a total of 49 fires.
- There were 873 Permits written in the area.
- There were 5 violation tickets and 5 warning tickets issued in the HLFA.

# Fire Causes 2020 Fire Season

There was a total of 49 wildfires in 2020



# Provincial Stats 2020 Review

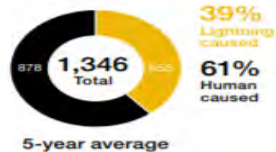
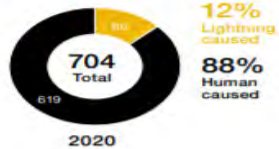
2020

## Alberta Wildfire season statistics

Wildfire season March 1 to October 31, 2020



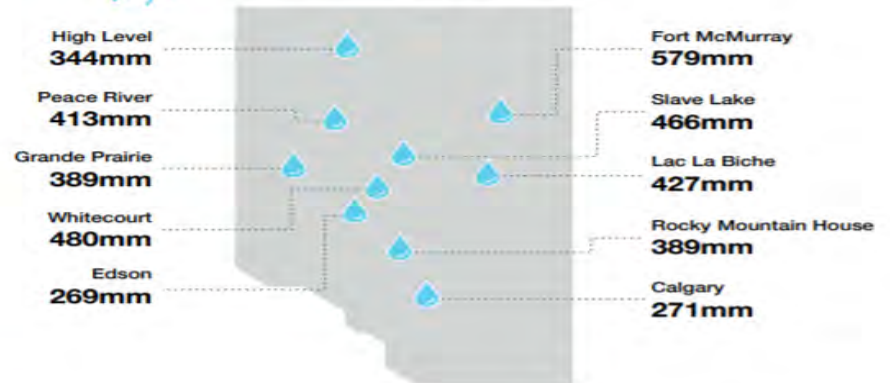
### 704 wildfires



### Top human causes

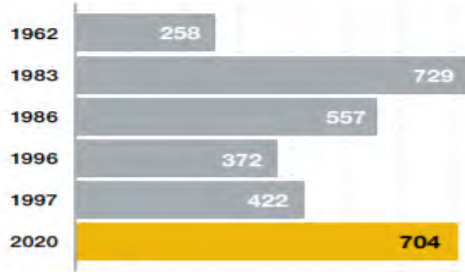


### Precipitation by area

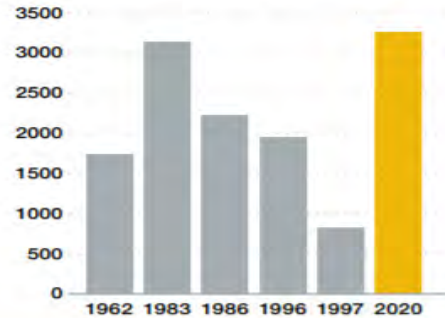


# Provincial Stats 2020

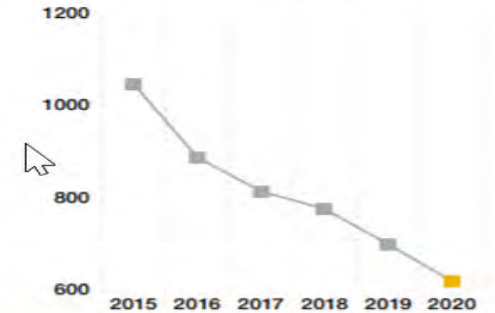
## Years with fewest wildfires



## 3,269 hectares burned



## Human-caused wildfires



## 143 firefighters and support staff exported



\*Outside wildfire season. Deployed in December 2019, returned January 2020.

## Fire Ban System



## 289 tickets and warnings issued



Alberta

# Fire Season 2021

- JFR program will be running Provincially and High Level will be getting a crew
- Covid procedures in place for a safe workplace including fire line procedures
- Seasonal staff to start returning to area in April



# Wildfire 2019 review

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The 2019 wildfire season was one of the worst on record in terms of hectares burned (over 880,000 hectares or over two million acres); second only to 1981. The Spring 2019 Wildfire Review was commissioned by Alberta Agriculture and Forestry to assess the extraordinary 2019 spring wildfire in Alberta, specifically:

- Chuckegg Creek wildfire (High Level Forest Area)
- Battle complex (Peace River Forest Area)
- McMillan complex (Slave Lake Forest Area)
- the department's wildfire preparation and response to those wildfires
- impact on and perspectives of residents, partners and stakeholders
- components of Agriculture and Forestry's wildfire management program

The objective of external reviews, such as the Spring 2019 Wildfire Review, is to provide for continuous learning in order to better address operational and policy issues, and to implement incremental program refinements and enhancements in a timely manner. Alberta is already taking action on the recommendations in preparation for the 2021 wildfire season. Some initiatives are expected to be completed by next spring, while others are multi-year projects.

To read the full review follow this link: [https://wildfire.alberta.ca/resources/reviews/2019-wildfire-review.aspx#:~:text=The%202019%20wildfire%20season%20was,Agriculture%20and%20Forestry%20to%20assess%3A&text=Battle%20complex%20\(Peace%20River%20Forest%20Area\)](https://wildfire.alberta.ca/resources/reviews/2019-wildfire-review.aspx#:~:text=The%202019%20wildfire%20season%20was,Agriculture%20and%20Forestry%20to%20assess%3A&text=Battle%20complex%20(Peace%20River%20Forest%20Area))

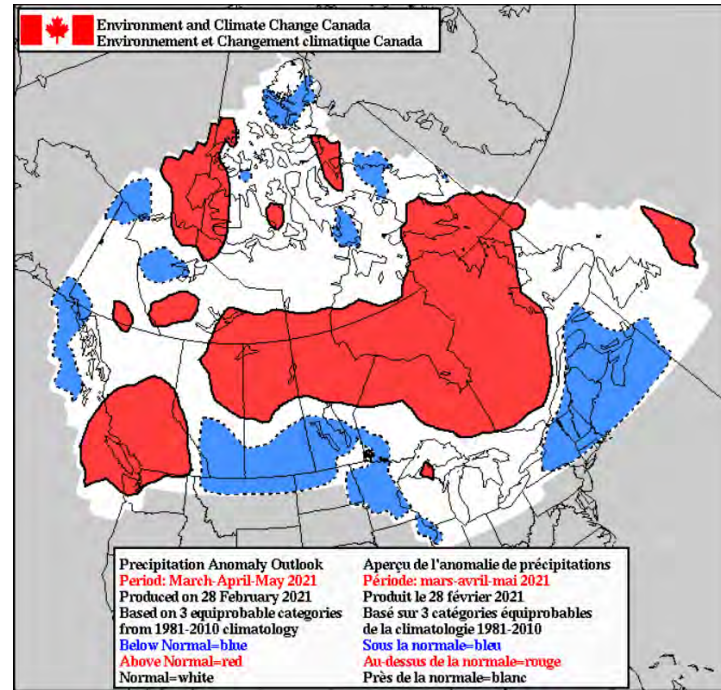
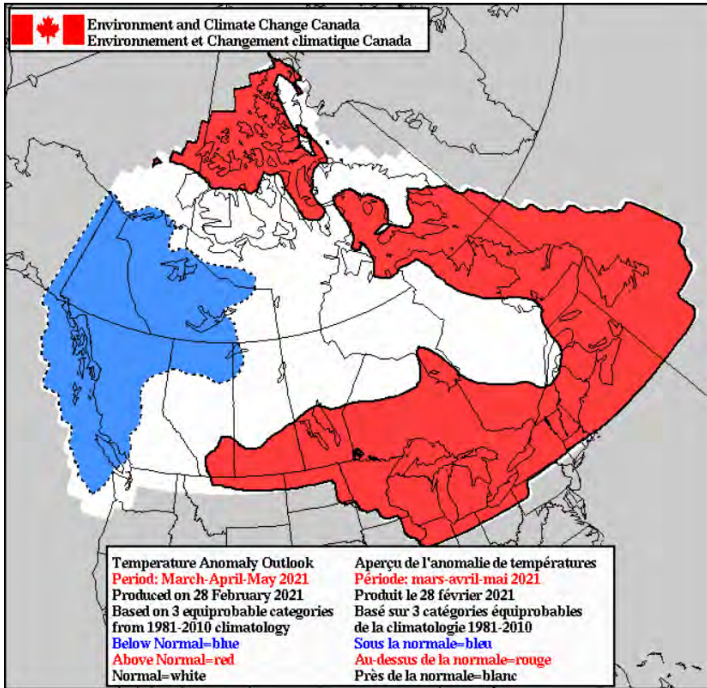


# Current and Expected Drought Conditions

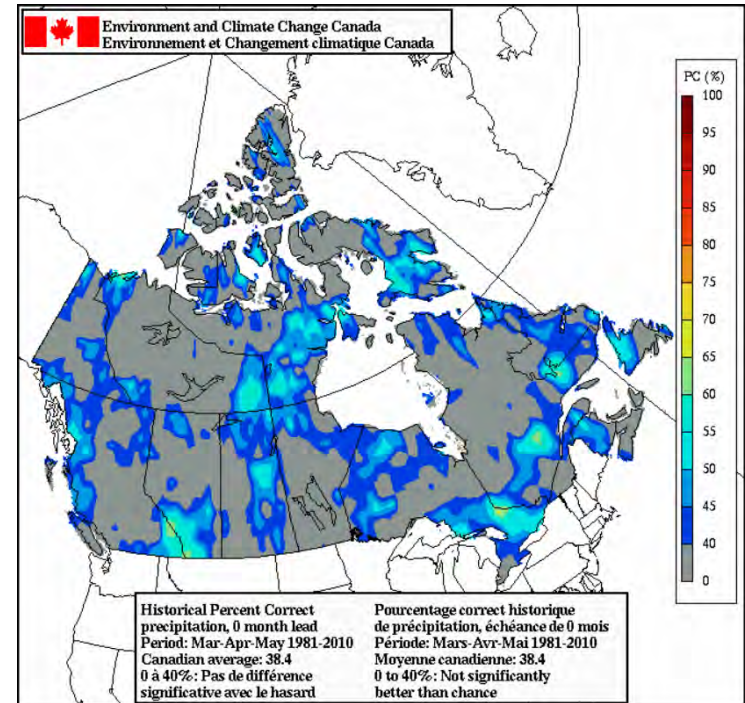
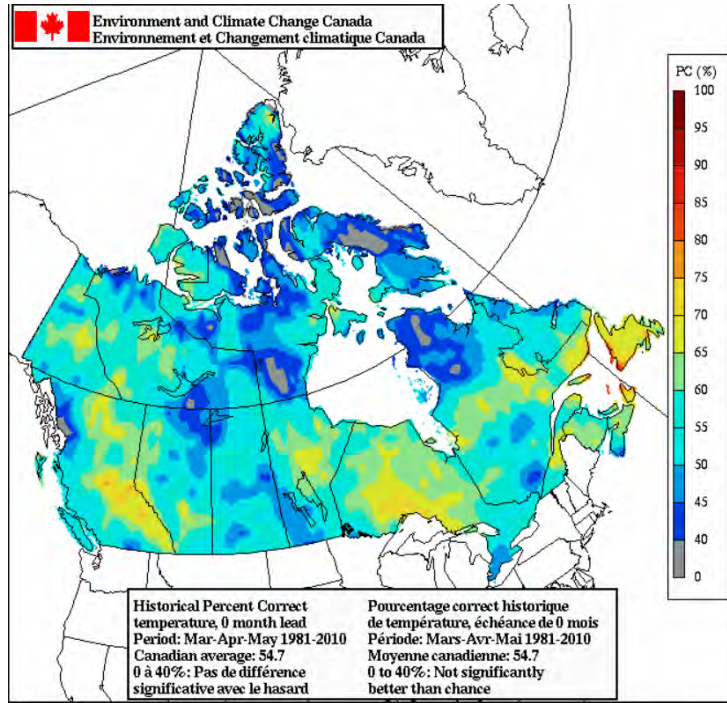
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By Kevin Hunt, Wildfire  
Technologist

# Predicted spring temps and precipitation



# How often are they accurate?

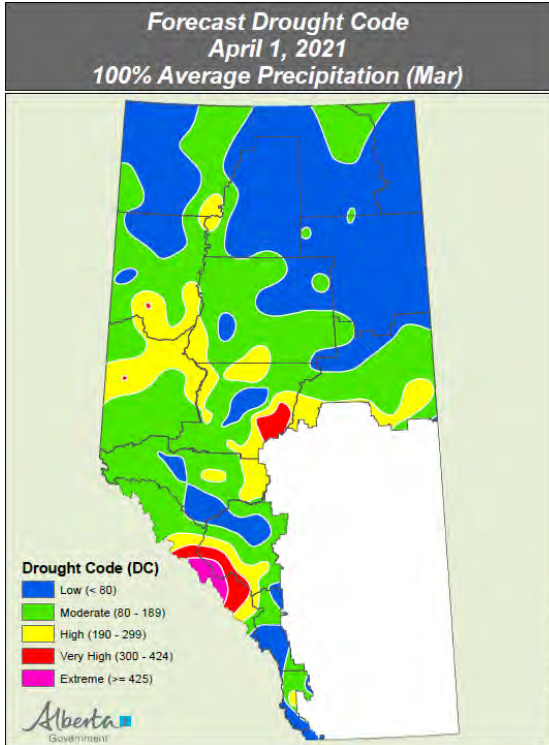


# Predictions

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- Based on the previous slides you can see the predictions for spring 2021 include below normal temperatures and above normal precipitation.
  - We can however see that the prediction is only slightly better than chance.
  - The temperature prediction is only right about 55% of the time while precipitation is right only about 40% of the time.

# Forecast Drought Code Map



This map shows the predicted drought codes based on 100% of average precipitation. As of March 1<sup>st</sup>, the High Level Forest Area had received approximately 90% of normal over winter precipitation. This map is a fairly accurate representation of the starting drought codes for the 2021 fire season.

# Alberta Wildfire weather links

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- Fire danger forecast - <https://wildfire.alberta.ca/wildfire-status/danger-forecast.aspx>
- Forecasts and observations - <https://wildfire.alberta.ca/wildfire-status/fire-weather/forecasts-observations/default.aspx>
- Lightning detection - <https://wildfire.alberta.ca/wildfire-status/fire-weather/lightning-detection/default.aspx>

# FireSmart



High Level Forest Area

# FireSmart projects in the HLFA - 20/21

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- South Tall Cree completed 24 hectares
- John D'or Prairie completed 10 hectares
- Thinning projects in Bushe and a fireguard in all three communities
- Beaver First Nations did thinning work in Boyer and Child Lake
- Zama City and Rainbow Lake both had FireSmart projects for mechanical mulch and thinning around the communities
- Mackenzie county proposals for Fireguard, west of La Crete is still in planning stages



# Wildfire Operations Update

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High Level Forest Area

Fire Center located north of the  
Town of High Level at the Airport

# Wildfire Operations in the HLFA Update

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- There will be 3 provincial Incident Management Teams (IMT's ) this wildfire season.
- There will be the same amount of Airtanker Groups (8) provincially as there were last year.
- There will be 2 Provincial heavy helicopters, 2 area mediums and 1 intermediate R/W, long term contracts.
- There will be 8 Initial Attack Crews (4 person HAC) in the forest area this year & 7 firetack base contract crews (8 Person).
- The Fort Vermilion Fire Base is currently under construction and is expected to be functional in April or May.
- The High Level Fire Center call sign will be “High Level Forestry”, formerly High Level Dispatch & XMA 828.
- No further closures of Lookout Towers this year.
- No announcements of further expanding Wildfire Crews provincially at this time.

# Forestry Update



# Forestry Division Update - HLFA

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Local mills in the area have worked hard to salvage wood from the 2019 Chuckegg wildfire. Below are the numbers of salvaged wood to date.

2019/20

Conifer = 1.67 million M<sup>3</sup>

Deciduous = 445,000 M<sup>3</sup>

2020/21

Conifer = 500,000 M<sup>3</sup>

Deciduous = 1 million M<sup>3</sup>



# Wildfire Information and Communications



Victoria Ostendorf

# How to stay informed throughout the fire season

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- Subscribe to the High Level Forest Area Wildfire Updates
  - By signing up via email you will receive updates through the fire season with general wildfire information such as, fire danger and weather info, safety messages and wildfire prevention safety messages
  - Updates are sent out as needed by the local Information Officer
  - To sign you or your employees up please visit <http://srd.web.alberta.ca/high-level-area-update>
- If a wildfire in the area is impacting or in proximity to any values at risk stakeholders will be notified via phone call and/or email.
- Every year the Area information officer creates a updated contact list with key stakeholder contacts. If you have not updated your info with Victoria please do so ASAP.

# NEW – Alberta Wildfire mobile App

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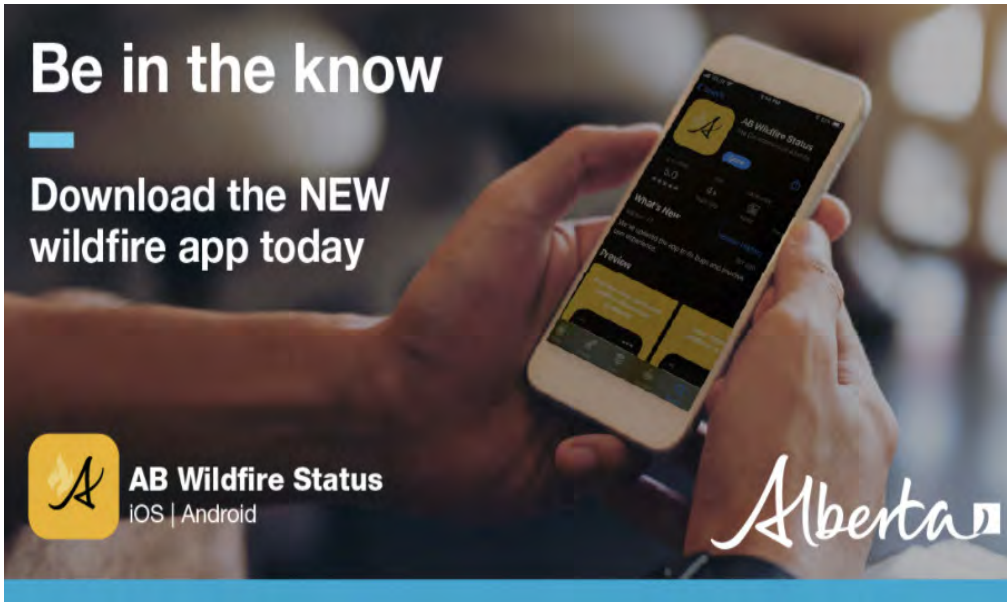
- Alberta Wildfire has launched a new App
- Please ensure you delete the old one and download the new one
- The App is available for Android and iPhone users
- Download the “AB Wildfire Status” App through your App store

Apple: <https://apps.apple.com/ca/app/ab-wildfire-status/id1554525514>

Android: <https://play.google.com/store/apps/details?id=com.ab.wildfire>

# NEW – AB Wildfire Status App

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- Wildfire Map
- Wildfire status and size
- Wildfire location
- Report a wildfire
- Hazard info
- Updates for all Forest Area's in the province



# Questions?

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Victoria Ostendorf | High Level  
Wildfire Information Officer

[Victoria.Ostendorf@gov.ab.ca](mailto:Victoria.Ostendorf@gov.ab.ca)

Mobile: 780-841-9387

Office: 780-926-5401



**Subject:** FW: News Release: \$268 million for new schools and education upgrades

**From:** [alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca) <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

**Sent:** March 10, 2021 1:17 PM

**To:** Carol Gabriel <[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)>

**Subject:** News Release: \$268 million for new schools and education upgrades

## **\$268 million for new schools and education upgrades**

March 10, 2021 [Media inquiries](#)

Fourteen new school projects will provide new and improved student spaces, create jobs and revitalize Alberta communities.

Alberta's government is providing \$268 million for school construction in the province, including new schools in Calgary, Camrose, Edmonton, Lethbridge, Manning and Red Deer. Budget 2021 also funds five modernizations or additions, two school replacement projects and a school ownership solution.

"We are building world-class schools in every corner of our province. These projects are putting Albertans to work now while ensuring we have top-tier educational facilities for future students to enjoy."

*Prasad Panda, Minister of Infrastructure*

"Our government is planning for the future by continuing to build schools. New and modernized schools create better learning environments for our students and are an important part of their overall education. I am proud to add 14 new projects this year with dozens of other projects progressing all across the province."

*Adriana LaGrange, Minister of Education*

In total, the 2021 Capital Plan spends \$1.6 billion over three years on school infrastructure. In addition to these 14 new school projects, this funding also continues work on more than 62 previously announced school projects across Alberta. Of these, 19 are expected to be complete through 2021-22. The remaining projects are in various stages of planning, design or construction.

Additionally, Capital Maintenance and Renewal funding of \$203 million over three years will go to existing school facilities.

Alberta's government is responding to the COVID-19 pandemic by protecting livelihoods with Alberta's Recovery Plan, a bold, ambitious long-term strategy to build, diversify and create tens of thousands of jobs now. By building schools, roads and other core infrastructure we are benefiting our communities. By diversifying our economy and attracting investment with Canada's most competitive tax environment, we are putting Alberta on a path for a generation of growth.

## Budget 2021 school capital projects:

Community	School Division	Project
Airdrie	Calgary Roman Catholic Separate School Division	Addition and modernization of St. Martin de Porres High School New complex in south Calgary
Calgary	Southern Francophone Education Region	(Grades K-6/7-12)
Calgary	Montgomery School (Calgary Board of Education)	Funding to support ownership options for the Montgomery School
Camrose*	Elk Island Catholic Separate School Division	New high school (Grades 9-12)
Coaldale	Palliser School Division	Replacement and reconfiguration of Kate Andrews High School
Edmonton*	Edmonton Catholic Separate School Division	New high school in north Edmonton (Grades 10-12)
Evansburg*	Grande Yellowhead School Division	Modernization of Grand Trunk School (Grades K-12)
Fort Vermilion	Fort Vermilion School Division	Modernization of Fort Vermilion Public School (Grades K-12)
Lethbridge	Lethbridge School Division	New elementary school in west Lethbridge (Grades K-5)
Manning*	Peace River School Division	New school in Manning (Grades K-12)
Milk River*	Horizon School Division	Modernization of Milk River School (Grades K-12)
Red Deer	Red Deer School Division	Modernization to address health and safety concerns and addition to Hunting Hills School
Red Deer	Red Deer Catholic Separate School Division	New middle school, full build design was approved in 2019 (Grades 6-9)
Sherwood Park	Greater North Central Francophone Education Region	Replacement and expansion of École Claudette-et-Denis-Tardif School

\*Design funding only

## Related information

- [Budget 2021 Capital Plan](#)

- [Planning and building schools](#)

## Multimedia

- [Watch the news conference](#)

## Media inquiries

### Hadyn Place

780-446-0875  
Press Secretary, Infrastructure

### Justin Marshall

780-913-0264  
Press Secretary, Education

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## Colleen Sarapuk

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**Subject:** FW: Letter to Premier Kenney - COVID-19 Restrictions

**From:** Alberta Health Operations <[AH-Operations@gov.ab.ca](mailto:AH-Operations@gov.ab.ca)>

**Sent:** February 23, 2021 1:10 PM

**To:** Carol Gabriel <[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)>; Alberta Health Operations <[AH-Operations@gov.ab.ca](mailto:AH-Operations@gov.ab.ca)>

**Subject:** RE: Letter to Premier Kenney - COVID-19 Restrictions

Dear Josh,

Thank you for your email to Premier Kenney. We are pleased to respond on his behalf and apologize for the delay in our response.

We know the toll that restrictions play on individuals and businesses, and Alberta is working to bend the curve of COVID-19 spread to protect our health system, but we must be careful not to lift restrictions too quickly. A roadmap was developed to help Albertans understand how restrictions will be eased in steps over the coming months. The [Path Forward](#) outlines the sectors that will see gradual changes to public health restrictions at each step based on hospitalization benchmarks. A targeted approach will help to open more activities and opportunities for Albertans and businesses, while protecting the health-care system.

For detailed information on current enhanced public health measures as well as our progress along the Path Forward, please visit [alberta.ca/enhanced-public-health-measures.aspx](http://alberta.ca/enhanced-public-health-measures.aspx).

The situation with COVID-19 continues to evolve, and the Government of Alberta is updating public health orders, guidance and recommendations continuously based on evidence and the expert advice of our public health officials. You are encouraged to visit [alberta.ca/COVID](http://alberta.ca/COVID) regularly for the most up-to-date information.

Thank you again for your message.

Sincerely,

Michael  
Alberta Health Emergency Operations Centre

Classification: Protected A

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**From:** Carol Gabriel <[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)>

**Sent:** Monday, February 01, 2021 9:26 AM

**To:** Office of the Premier <[Premier@gov.ab.ca](mailto:Premier@gov.ab.ca)>

**Cc:** Dan Dibbelt <[ddibbelt@mdspiriteriver.ab.ca](mailto:ddibbelt@mdspiriteriver.ab.ca)>; Tony VanRootselaar <[tVanRootselaar@mdspiriteriver.ab.ca](mailto:tVanRootselaar@mdspiriteriver.ab.ca)>; [city.manager@airdrie.ca](mailto:city.manager@airdrie.ca); [Mike.schwartz@beaumont.ab.ca](mailto:Mike.schwartz@beaumont.ab.ca); [amartens@brooks.ca](mailto:amartens@brooks.ca); [david.duckworth@calgary.ca](mailto:david.duckworth@calgary.ca); [mboyd@camrose.ca](mailto:mboyd@camrose.ca); [bmorton@chestermere.ca](mailto:bmorton@chestermere.ca); [knagoya@coldlake.com](mailto:knagoya@coldlake.com); [adam.laughlin@edmonton.ca](mailto:adam.laughlin@edmonton.ca); [tfleming@fortsask.ca](mailto:tfleming@fortsask.ca); [hgalanti@cityofgfp.com](mailto:hgalanti@cityofgfp.com); [mgoudy@lacombe.ca](mailto:mgoudy@lacombe.ca); [city.manager@leduc.ca](mailto:city.manager@leduc.ca); [craig.dalton@lethbridge.ca](mailto:craig.dalton@lethbridge.ca); [dpollard@lloydminster.ca](mailto:dpollard@lloydminster.ca); [robnic@medicinehat.ca](mailto:robnic@medicinehat.ca); [city.manager@reddeer.ca](mailto:city.manager@reddeer.ca); [dscrepnek@sprucegrove.org](mailto:dscrepnek@sprucegrove.org); [kscoble@stalbert.ca](mailto:kscoble@stalbert.ca); [sue.howard@wetaskiwin.ca](mailto:sue.howard@wetaskiwin.ca); [patrick.thomas@crownsnestpass.com](mailto:patrick.thomas@crownsnestpass.com); [bgiven@town.jasper.ab.ca](mailto:bgiven@town.jasper.ab.ca); [ken.vanbuul@laclabichecounty.com](mailto:ken.vanbuul@laclabichecounty.com); CAO <[CAO@mackenziecounty.com](mailto:CAO@mackenziecounty.com)>; [darrell.reid@strathcona.ca](mailto:darrell.reid@strathcona.ca); [jamie.doyle@rmwb.ca](mailto:jamie.doyle@rmwb.ca); [j.wallsmith@mdacadia.ab.ca](mailto:j.wallsmith@mdacadia.ab.ca); [cao@athabascacounty.com](mailto:cao@athabascacounty.com); [doyarzun@countybarrhead.ab.ca](mailto:doyarzun@countybarrhead.ab.ca); [bbeck@beaver.ab.ca](mailto:bbeck@beaver.ab.ca); [jpanasiuk@biglakescounty.ca](mailto:jpanasiuk@biglakescounty.ca); [robert.ellis@mdbighorn.ca](mailto:robert.ellis@mdbighorn.ca);

**Subject:** FW: News Release: Protecting Metis Settlements for future generations

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**From:** [alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca) <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

**Sent:** March 11, 2021 3:13 PM

**To:** Carol Gabriel <[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)>

**Subject:** News Release: Protecting Metis Settlements for future generations

# Protecting Metis Settlements for future generations

March 11, 2021 [Media inquiries](#)

Bill 57, the Metis Settlements Amendment Act, would modernize the Metis Settlements Act to increase community sustainability and fiscal autonomy for the eight Metis Settlements in Alberta.

If passed, this act will empower Metis Settlements to create sustainable and self-sufficient communities to support future generations. Alberta's government will update the 30-year-old legislation to set Metis Settlements on the road to self-determination.

“Modernizing the *Metis Settlements Act* helps Alberta's government act on the wishes of Metis Settlement residents who want governance and financial accountability. It is vital that Metis Settlements have greater control over their own future for success and sustainability. Having the governance structure and financial accountability they have asked for allows them to control their destiny by building a stronger foundation of self-government.”

*Rick Wilson, Minister of Indigenous Relations*

During the past year, Minister Wilson and Indigenous Relations officials have met with the Metis Settlements and their organizing group – the Metis Settlements General Council – 19 times to discuss amendments to the act.

The proposed bill will:

- Increase Metis Settlement council responsibility to charge for services such as water, sewer and roads.

- Leave it to Settlement councils to determine the number of elected councillors needed – from a minimum of three to a maximum of five.
- Reduce the size of the Metis Settlement General Council executive from four officers to a maximum of two.
- Remove the minister of Indigenous Relations from any decision-making powers related to the Metis Settlements General Council's financial policies.

This is the right time to modernize the act, with the Metis Settlements General Council elections in October. If passed, the act will clarify the number of council members and their responsibilities before elections begin.

## Quick facts

- Alberta's government transferred 1.25 million acres of land to the Metis Settlements and has contributed nearly half a billion dollars since 1990.
- The eight Metis Settlements have a total population of approximately 5,600 people.

## Related information

- [Bill 57: Metis Settlements Amendment Act, 2021](#)

## Media inquiries

### Adrienne South

780-293-4684  
Press Secretary, Indigenous Relations

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**Subject:** FW: News Release: More than 250 pharmacies now offering vaccines

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**Sent:** March 18, 2021 12:18 PM

**To:** Carol Gabriel <[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)>

**Subject:** News Release: More than 250 pharmacies now offering vaccines

## **More than 250 pharmacies now offering vaccines**

March 18, 2021 [Media inquiries](#)

Alberta's government is rapidly expanding the rollout of COVID-19 vaccines through community pharmacies provincewide.

There are now 259 pharmacies in 107 communities offering the vaccine – a 154 per cent increase in participating pharmacies since March 1.

The number of participating pharmacies will keep increasing as more vaccine doses arrive, with up to 500 locations booking appointments by early April. These pharmacies are rapidly increasing the province's ability to immunize people as quickly and safely as possible.

However, Alberta remains reliant on the federal government and the timing of shipments coming into the province for all bookings. Recent delays in Moderna shipments may impact some pharmacy appointments scheduled for the week of March 22.

“We're expanding the vaccine rollout as fast as the supply coming into Alberta allows. Our speed and efficiency is only held back by the number of doses that we receive from the federal government. Thousands of Albertans are getting immunized at pharmacies every day, and that number will rise sharply in the weeks ahead.”

*Jason Kenney, Premier*

“Pharmacies are playing a critical role in offering every Albertan who wants a vaccine the chance to get one by the end of June. We know the demand is there, and look forward to bringing hundreds of more pharmacies online to administer vaccine in the coming weeks as more vaccines arrive in our province.”



*Tyler Shandro, Minister of Health*

“We are excited to see the Alberta COVID-19 vaccination program expand to include more pharmacy locations allowing timely access and greater opportunity for Albertans to be vaccinated by their own pharmacist in their own community.”

*Margaret Wing, CEO, Alberta Pharmacists’ Association*

“Alberta’s early decision to meaningfully involve pharmacists in vaccinating residents has made a significant impact in the fight against COVID-19, allowing them to open up vaccines to more Albertans, more quickly. We want to applaud the Alberta government for a vaccine deployment that is leading the country and hope that someday soon all pharmacies will be administering the vaccine to residents.”

*Jeff Leger, president, Shoppers Drug Mart*

“Pharmacists and pharmacy technicians are important partners in Alberta’s public health system. Pharmacy teams have supported individuals, families and our communities throughout COVID-19, and are prepared to contribute even more to get all Albertans immunized against the virus. While vaccine availability remains a limiting factor, we applaud this announcement as an important step in increasing access to COVID vaccinations for all Albertans in a timely manner.”

*Greg Eberhart, registrar, Alberta College of Pharmacy*

Community pharmacies will ultimately be the largest provider of the vaccine to Albertans. To date, more than 35,000 doses of vaccine have been administered at pharmacies provincewide.

Each participating pharmacy is adhering to strict protocols to protect patrons and staff. Pharmacists must have demonstrated experience with immunizations and the specialized skills needed to safely provide COVID-19 vaccines.

Eligible Albertans can book appointments by calling the participating pharmacies or through their online booking systems.

Alberta Health Services will also continue to book appointments online and through 811.

Alberta’s government is responding to the COVID-19 pandemic by protecting lives and livelihoods with precise measures to bend the curve, sustain small businesses and protect Alberta’s health-care system.

## **Quick facts**

- As of March 17, 418,663 doses of COVID-19 vaccine have been administered in Alberta.
- A list of all participating pharmacies offering the vaccine is available on the [Alberta Blue Cross website](#).

## Related information

- [COVID-19 info for Albertans](#)
- [COVID-19 Self-Assessment Tool](#)

## Multimedia

- [Watch the news conference](#)
- [View the event photos](#) (*will be available after the event*)

## Media inquiries

### Jerrica Goodwin

587-988-3278  
Press Secretary, Office of the Premier

### Steve Buick

780-288-1735  
Press Secretary, Health

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**Boreal Housing Foundation**  
**Regular Board Meeting**  
**January 28, 2021 at 1:00 pm**  
**Town of High Level Chambers – High Level, Alberta**

**In Attendance:**

Cameron Cardinal	Jordon Asels
Clark McAskile	Cornie Teichroeb
Michelle Farris	Tim Driedger
Josh Knelsen	Daphne Lizotte
Crystal McAteer	Philip Wiebe
Wally Olorenshaw – via teleconference	

**Missing:**

**Administration:** Mary Mercredi, Chief Administrative Officer  
Evelyn Peters, Executive Assistant

Special invited guest via teleconference:

Dean Lussier Government of Alberta is Executive Director, Stakeholder Relations & Housing Strategies.

Barb Panich Housing Management Bodies (HMBs), municipal governments, tenants and applicants on the Alberta Housing Act and Regulations.

Dora Fitz Housing advisor for Boreal Housing Foundation & Seniors

Ralph Hubele Senior Manager Health and Housing Initiatives at Government of Alberta

Bonnie Taylor Manager, Community & Continuing Care Contracts at Alberta Health Services

Laine Cholak Executive Officer/Health Compliance Officer

Dan Williams MLA - Peace River Region

Eva Schmidt Secretary for Dan Williams

Phil Henke Director, Housing Management Bodies (HMB) Operations at Government of Alberta

Robin Fraser Licensing Manager at Alberta Health

Sue Lentle Licensing Inspector - Government of Alberta

Paul Driedger LCMNA – Transition Committee

**Call to Order:** Chair Cameron Cardinal called the meeting to order at 1:03 pm.

**In Camera:            Legal / Land / or Labor**

21-05                    Moved by Cameron Cardinal

That the meeting moves to in camera at 1:03 pm

Carried

Chair Cameron Cardinal call for recess at 1:52 pm

Chair Cameron Cardinal reconvened the meeting at 2:05 pm

21-06                    Moved by Cornie Teichroeb

That meeting moves out of in camera at 2:47 pm

Carried

21-07                    Moved by Michelle Farris

That Wally Olorenshaw be added to the Transition Committee for Boreal Housing Foundation.

Carried

Chair Cameron Cardinal call for recess at 2:47 pm

Chair Cameron Cardinal reconvened the meeting at 2:55 pm

**Agenda:**

**Approval of Agenda**

21-08                    Moved by Tim Driedger

That the agenda be approved as presented

Carried

**Minutes from November 26, 2020 Organizational Meeting**

21-09                    Moved by Clark McAskile

That the minutes of the November 26, 2020 Organizational Board Meeting be approved as presented.

Carried

**Minutes from November 26, 2020 Regular Board Meeting**

21-10

Moved by Josh Knelsen

That the minutes of the November 26, 2020 Regular Board Meeting be approved as presented.

Carried

**Minutes from January 5, 2021 Special Board Meeting**

21-11

Moved by Jordan Asels

That the minutes of the January 5, 2021 Special Board Meeting be approved as presented.

Carried

All policies presented be tabled at the next regular board meeting.

Carried

**Reports:**

**Financial Reports**

**CAO Report**

21-12

Moved by Michelle Farris

That the CAO report be received for information.

Carried

Moved by Tim Driedger

21-13

That administration research market rent in High Level and levels of criteria to qualify.

Carried

**Heimstaed Lodge Financial Reports – December 31, 2020**

21-14

Moved by Cornie Teichroeb

That the December 31, 2020 Lodge financial report be received for information.

Carried

**High Level Lodge – December 31, 2020**

21-15

Moved by Josh Knelsen

That the December 31, 2020 High Level Lodge financial report be received for information.

Carried

**Supportive Living Financial Reports – December 31, 2020**

21-16

Moved by Clark McAskile

That the December 31, 2020 Supportive Living financial report be received for information.

Carried

**Housing Financial Reports – December 31, 2020**

21-17

Moved by Daphne Lizotte

That the December 31, 2020 Housing financial report be received for information.

Carried

**Grants & Reserves – December 31, 2020**

21-18

Moved by Jordan Asels

That the December 31, 2020 Grants & Reserves report be received for information.

Carried

**Arrears Report – January 20, 2021**

21-19

Moved by Philip Wiebe

That the January 20, 2021 arrears report be received for information.

Carried

**Information items**

- 21-20 Moved by Clark McAskile
- That the following items be accepted as information
- 6.1 Letter to Honorable Tylor Shandro
  - 6.2 Letter to Ms. Robyn Maddox
  - 6.3 Letter to Honorable Josephine Pon
  - 6.4 RASL Program Grant Funding Agreement

Carried

**In Camera: Legal / Land / or Labor**

- 21-21 Moved by Michelle Farris
- That the meeting moves to in camera at 3:44 pm

Carried

- 21-22 Moved by Clark McAskile
- That meeting moves out of in camera at 3:57 pm

Carried

- 21-23 Moved by Crystal McAteer
- That Keith Laboucan be offered the SRHI unit in Fort Vermilion.

Carried

Special Board Meeting  
January 28, 2021

**Next Meeting Date:** That the next Regular Board Meeting be set for March TBA, 2021 in High Level.

**Adjournment:**

21-24

Moved by

That the meeting of January 28, 2021 be adjourned at 3:59 pm

Carried

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Chair Cameron Cardinal

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Evelyn Peters, Executive Assistant



**Boreal Housing Foundation**  
**Special Board Meeting**  
**February 19, 2021 at 1:00 pm**  
**Town of High Level Chambers – High Level, Alberta**

**In Attendance:**

Cameron Cardinal	Jordon Asels
Clark McAskile	Cornie Teichroeb
Michelle Farris	Wally Olorenshaw – via teleconference
Josh Knelsen	Daphne Lizotte
Crystal McAteer	Philip Wiebe

**Missing:** Tim Driedger

**Administration:** Mary Mercredi, Chief Administrative Officer

**Call to Order:** Chair Cameron Cardinal called the meeting to order at 1:04 pm.

**Agenda:**

**Approval of Agenda**

21-25 Moved by Clark McAskile  
That the agenda be approved as presented  
Carried

**New Business**

**BHF TO LCMNA Transition Update**

21-26 Moved by Josh Knelsen  
That the update given be received for information.  
Carried

**Options from AHS**

21-27 Moved by Josh Knelsen

That the options be tabled until the whole board could have a zoom meeting with AHS to ask for clarifications.

Tabled

**AHS to provide communication to AHS Tenants and BHF Staff**

21-28 Moved by Cornie Teichroeb

That this be tabled until after a decision has been made

Tabled

**Building insurance regarding Heimstaed Lodge**

21-29 Moved by Wally Olorenshaw

That this information be received as information

Carried

**LCMNA Board Members on BHF Board**

21-30 Moved by Josh Knelsen

That in conjunction with the transition from Boreal Housing Foundation to La Crete Municipal Nursing Association, the Boreal Housing Board request a Ministerial Order Review.

Carried

**RASL GRANT – Transfer balance to LCMNA**

21-31 Moved by Crystal McAteer

That Boreal Housing write a letter to Minister Shandro to transfer remaining balance of RASL grant over to La Crete Municipal Nursing Association effective upon completion of transition.

Carried

**Change Signing Authority**

21-32 Moved by Michelle Farris  
That this item be received as information  
Carried

**In Camera: Legal / Land / or Labor**

21-33 Moved by Michelle Farris  
That the meeting moves to in camera at 2:05 pm  
Carried

21-34 Moved by Crystal McAteer  
That meeting moves out of in camera at 2:21 pm  
Carried

21-35 Moved by Cornie Teichroeb  
That Boreal Housing Board write a letter to AB Housing & Seniors to advise them that Boreal Housing is interested in having 15 of the Low-Income Units transferred into Boreal Housing's name with the option on the remaining units be transferred in 1 – 2 years.  
Carried

**Next Meeting Date:** That the next Special Board Meeting be set for February 26, 2021 as a Zoom Meeting

That the next Regular Board Meeting be set for March 25, 2021 in High Level.

**Adjournment:**

21-36 Moved by Jordon Ansel

That the meeting of February 19, 2021 be adjourned at 2.25 pm.

Carried

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Chair Cameron Cardinal

---

Mary Mercredi, Chief Administrative Officer

# Boreal Housing Foundation

Special Board Meeting  
February 26, 2021 at 3:30 pm  
Virtual ZOOM Meeting

**In Attendance:**

Cameron Cardinal	Jordon Asels
Clark McAskile	Cornie Teichroeb
Michelle Farris	Wally Olorenshaw
Josh Knelsen	Daphne Lizotte
Crystal McAteer	Philip Wiebe
Tim Driedger	

**AHS Personnel:** Robyn Maddox, Executive Director of North Zone  
Bonnie-Lynn Taylor, Director, Community Continuing Care  
Contracts

**Administration:** Mary Mercredi, Chief Administrative Officer

**Call to Order:** Chair Cameron Cardinal called the meeting to order at 3:35 pm.

**Agenda:** Approval of Agenda

21-37 Moved by Clark McAskile  
That the agenda be approved as presented  
Carried

**New Business** AHS Discuss the Two Options Regarding BHF MSA

21-38 Moved by Michelle Farris  
That the update given be received for information.  
Carried

**Next Meeting Date:** That the next Special Board Meeting be set for March \_\_\_\_\_, 2021 in  
High Level Chambers

Special Board Meeting  
February 26, 2021

**Adjournment:** Moved by Wally Olorenshaw

21-39 That the meeting of February 26, 2021 be adjourned at 4:10 pm.

Carried

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Chair Cameron Cardinal

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Mary Mercredi, Chief Administrative Officer