



MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**OCTOBER 27, 2021  
10:00 AM**

**FORT VERMILION COUNCIL  
CHAMBERS**

 780.927.3718

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, October 27 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 September 14, 2021 Regular Council Meeting	7
		b) Minutes of the October 12, 2021 Budget Council Meeting	31
		c) Business Arising out of the Minutes	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a)	
		b)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a)	
		b)	
<b>PUBLIC HEARINGS:</b>		Public Hearings are scheduled for 1:00 p.m.	
		a)	
		b)	
<b>DELEGATIONS</b>	7.	a) Homestead Holdings – Darrell Derksen	
		b)	

<b>GENERAL REPORTS:</b>	8.	a)	CAO & Director Reports	43
		b)	Mitigation Update (Standing Item)	
		c)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
		b)		
<b>COMMUNITY SERVICES:</b>	10.	a)	Waste Transfer Station Haul Contract Extension	61
		b)	2021 Campground Caretakers Bonus	65
		c)		
<b>FINANCE:</b>	11.	a)	Disaster Recovery Program Claim – Severe Storm Flooding-Chateh Road	69
		b)	Expense Claims - Councillors	75
		c)	Expense Claims – Members at Large	77
		d)		
		e)		
<b>OPERATIONS:</b>	12.	a)		
		b)		
<b>UTILITIES:</b>	13.	a)		
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Development Statistics Report – January to September 2021	79
		b)		
		c)		
<b>ADMINISTRATION:</b>	15.	a)		
		b)		
		c)		



<b>COUNCIL COMMITTEE REPORTS:</b>	16.	a)	Council Committee Reports (verbal)	
		b)	Municipal Planning Committee Meeting Minutes	89
		c)	Inter-Municipal Planning Committee Meeting Minutes	107
		d)		
<b>INFORMATION / CORRESPONDENCE:</b>	17.	a)	Information/Correspondence	113
<b>NOTICE OF MOTION:</b>	18.	a)		
<b>NEXT MEETING DATES:</b>	19.	a)		
		b)		
<b>ADJOURNMENT:</b>	20.	a)	Adjournment	





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the September 14, 2021 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the September 14, 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. Simpson Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the September 14, 2021 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, September 14, 2021  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve – left at 12:59 p.m.
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor – virtual
Anthony Peters	Councillor
Ernest Peters	Councilor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Len Racher	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
John Zacharias	Director of Utilities
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development
Grant Smith	Agricultural Fieldman
Chad Roberts	Communications Coordinator
Colleen Sarapuk	Administrative Officer /Recording Secretary

**ALSO PRESENT:** Members of the public

Minutes of the Regular Council meeting for Mackenzie County held on September 14, 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 21-09-602** **MOVED** by Councillor Braun

That the agenda be adopted with the additions:

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

15.c) Ratepayers Meeting

**CARRIED**

**3. a) Minutes of the August 18, 2021 Regular Council Meeting**

**MOTION 21-09-603** **MOVED** by Councillor Wardley

That the minutes of the August 18, 2021 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

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

**CLOSED MEETING:** **4. Closed Meeting**

**MOTION 21-09-604** **MOVED** by Deputy Reeve Sarapuk

That Council move into a closed meeting at 10:02 a.m. to discuss the following:

- 4.a) Labour (s. 17)
- 4.b) Labour – CAO Recruitment Process (s. 17)
- 4.c) Bursary Applications – Forgiveness Request (s. 17)
- 4.d) 2021 Bursary Applications – Additional Request (s.17)
- 4.e) Review of Boss Service (s. 16, s. 25, s. 27)

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

- All Members of Council
- Len Racher, Chief Administrative Officer
- Byron Peters, Director of Projects & Infrastructure
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- Chad Roberts, Communication Coordinator
- John Zacharias, Director of Utilities

Administration left closed meeting at 10:50 a.m.

**MOTION 21-09-605**      **MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:09 a.m.

**CARRIED**

**CLOSED MEETING:**      **4.a) Labour**

**MOTION 21-09-606**      **MOVED** by Councillor Wardley

That the Fort Vermilion County Office and shop be closed to the public and the flags be lowered on September 30<sup>th</sup> annually to honor the National Day for Truth & Reconciliation.

**CARRIED**

**CLOSED MEETING:**      **4.b) Labour – CAO Recruitment Process**

**MOTION 21-09-607**      **MOVED** by Councillor Braun

That Leaders International be engaged for CAO Recruitment

**CARRIED**

**CLOSED MEETING:**      **4.c) Bursary Applicant – Forgiveness Request**

**MOTION 21-09-608**      **MOVED** by Councillor Bateman

That the Bursary recipient repay half of the bursary due to evacuation/Canada Post issues.

**CARRIED**

**CLOSED MEETING:**      **4.d) 2021 Bursary Applications – Additional Request**

**MOTION 21-09-609**      **MOVED** by Councillor Bateman

That Council award 1 recipient as presented for the total of \$1000.

**CARRIED**

**CLOSED MEETING:**      **4.e) Review of Boss Services Grader Service**

**MOTION 21-09-610**      **MOVED** by Councillor Wardley

That a tender for the maintenance of Zama Access Road be advertised.

**CARRIED**

**MOTION 21-09-611**      **MOVED** by Councillor Cardinal

That a tender for the maintenance of Chateh road be advertised.

**CARRIED**

**MOTION 21-09-612**      **MOVED** by Councillor Wardley

That administration advertise for a grader operator/equipment operator position for the Zama area.

**CARRIED**

**TENDERS:**                      **5.a) Fort Vermilion Waste Transfer Station Caretaker Contract**

**MOTION 21-09-613**      **MOVED** by Deputy Reeve Sarapuk

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
Trudy Derksen	All required documents

**MOTION 21-09-614**      **MOVED** by Councillor Driedger

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #2 be opened.

**CARRIED**

<b>Bidder</b>	<b>Cost</b>
Trudy Derksen	\$2150/month (\$77,400 (36 month)

**MOTION 21-09-615**      **Moved by** Councillor Cardinal

That the bid received for the Fort Vermilion Waste Transfer Station caretaking Contract be rejected due to budget and be retendered with an opening date of October 12, 2021.



**CARRIED**

**TENDERS:**

**5.b) Tenders Gravel Crushing & Overburden Removal**

**MOTION 21-09-616**

**MOVED** by Councillor Braun

That the 'Gravel Pit Clearing & Overburden Removal' Tenders - Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
Green Acres Ventures	All required documents
Knelsen Sand & Gravel	All required documents
Boss Bridgeworks	All required documents
PME Inc	All required documents
Dechant Construction	All required documents
Northern Road Builders	All required documents

**MOTION 21-09-617**

**MOVED** by Councillor E. Peters

That the 'Gravel Pit Clearing & Overburden Removal' Tenders - Envelope #2 be opened for the qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Schedule A</b>	<b>Schedule B</b>	<b>Schedule C</b>	<b>Total</b>
Green Acres Ventures	\$665,700	\$499,990	\$360,400	\$1,526,090
Knelsen Sand & Gravel	\$548,400	\$400,410	\$299,450	\$1,248,260
Boss Bridgeworks	\$363,600	\$245,270	\$181,850	\$790,720
PME Inc	\$626,840	\$400,168.50	\$307,278	\$1,334,289.50
Dechant Construction	\$251,459.24	\$500,833.12	\$197,328.24	\$949,620.60
Northern Road Builders	\$185,795	\$114,462	\$94,710	\$394,967

**MOTION 21-09-618**

**MOVED** by Councillor Driedger

That the 2021 Operating budget be amended by \$94,967 for the Gravel Pit Clearing & Overburden Removal to \$394,967 with funds coming from the General Operating Reserve.

**CARRIED**

**MOTION 21-09-619**      **MOVED** by Councillor Braun

That the 'Gravel Pit Clearing & Overburden Removal' contracts be awarded to the lowest qualified bidders while staying within budget.

**CARRIED**

**TENDERS:**                      **5.c) Hamlet of Zama City – Water Treatment Plant Upgrading**

**MOTION 21-09-620**      **MOVED** by Councillor E. Peters

That the 'Water Treatment Plant Upgrading' Tender - Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
Good Brothers Construction 2002 Ltd	All required documents
TDE Construction Company Ltd	All required documents
AGS Mechanical Contractors Ltd	All required documents

**MOTION 21-09-621**      **MOVED** by Councillor Braun

That the 'Water Treatment Plant Upgrading' Tender - Envelope #2 be opened for the qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Schedule A</b>	<b>Schedule B</b>	<b>Schedule C (optional)</b>	<b>Total</b>
Good Brothers Construction 2002 Ltd	\$679,926	\$115,925	\$51,535	\$847,386
TDE Construction Company Ltd	\$1,066,116.68	\$377,500.62	No Bid	\$1,443,617.30
<b>AGS Mechanical Contractors Ltd</b>	<b>\$645,000</b>	<b>\$127,500</b>	<b>\$47,500</b>	<b>\$820,000</b>

**MOTION 21-09-622**      **MOVED** by Councillor E. Peters

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

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

### **CARRIED**

Reeve Knelsen recessed the meeting at 12:26 p.m. and reconvened the meeting at 1:02 p.m.

### **PUBLIC HEARINGS: 6.a) Bylaw 1231-21 La Crete Off-Site Levy Bylaw Consolidation**

Reeve Knelsen called the public hearing for Bylaw 1231-21 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1231-21 was properly advertised. Caitlin Smith, Manager of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Off-Site Levy Bylaw Consolidation. Caitlin Smith, Manager of Planning & Development, presented the following:

*The La Crete Off-Site Levy Bylaw Consolidation Bylaw 1231-21 received first reading on June 23, 2021. Since then, a stakeholder engagement was held to gauge the opinions from local developers. Concerns brought forward at the engagement were brought to Council on August 18, 2021 where the following motion was made:*

*That Administration advertise Bylaw 1231-21 to include an amendment to the deferral option to include a four (4) year deferral program as discussed.*

*The amendments to the Bylaw include the following:*

- Clarification of the option to defer Off-Site Levy Fees beyond subdivision lot registration if an agreement is made between the developer and County administration;*
- Reduction of the deferrable Off-Site Levy Fees from a minimum of \$200,000 to a minimum of \$150,000;*
- Addition of the option to defer all Off-Site Levy Fees for the first year. The first 1/3 of the fees would be due on the first anniversary of the subdivision approval rather than the time of signing of the Developer's Agreement;*

•*A clear due date for all Off-Site Levy Fees is established as the date of Final Acceptance of the subdivision. Final Acceptance typically occurs between 3 and 5 years after subdivision approval.*

Reeve Knelsen asked if Council has any questions of the proposed Off-Site Levy Bylaw Consolidation.

Q: Why is 10.d in bylaw?

A: It should reference policy not CAO

Q: Can we see a breakdown of where tax dollars are spent?

A: Administration will look into this.

Q: What if this bylaw does not go to 3<sup>rd</sup> reading?

A: The previous bylaw remains in effect.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1231-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1231-21.

Several local developers spoke against the fees associated with the levies. The developers feel that the fees are too high and should be based on actual costs as opposed to the estimates made from the servicing reports. The developers also stated that the County should subsidize a portion of the fees as the municipality is partially responsible for providing utility servicing such as water and sanitary sewer and that these costs shouldn't be the sole responsibility of the developer. The developers also stated that lot development creates tax revenue for the municipality.

Reeve Knelsen closed the public hearing for Bylaw 1231-21 at 2:17 p.m.

**MOTION 21-09-623** **MOVED** by Councillor A. Peters

That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.

**CARRIED**

**PUBLIC HEARINGS:** **6.b) Bylaw 1232-21 Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 2, Lots 2-9 (inclusive) and Plan 2938RS, Block 3, Lot 11 from Hamlet Residential 1 "H-R1" to Fort Vermilion Commercial Centre "FV-CC"**

Reeve Knelsen called the public hearing for Bylaw 1232-21 to order at 2:22 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1232-21 was properly advertised. Caitlin Smith, Manager of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

. Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Caitlin Smith, Manager of Planning & Development, presented the following:

*Mackenzie County recently purchased a number of lots with the Hamlet of Fort Vermilion for the purpose of relocating buildings and residences affected by the 2020 Ice Jam Flood. Plan 2938, Block 2, Lots 2-9 and Plan 2938RS, Block 3, Lot 11 were identified for business relocation as a number of commercial lots already exist nearby.*

*The lots are currently zoned Hamlet Residential 1 "H-R1" which is not appropriate for the proposed commercial use. The commercial area affected by the 2020 Ice Jam Flood was also zoned Fort Vermilion Commercial Centre "FV-CC".*

*Only Plan 2938RS, Block 2, Lots 5 & 6 have been spoken for at this time, the proposed development on these lots is Retail – Convenience. A lot consolidation Bylaw is also being presented for public hearing*

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1232-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1232-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1232-21 at 2:24 p.m.

**MOTION 21-09-624**

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 1232-21 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 2, Lots 2-9 (inclusive) and Plan 2938RS, Block 3, Lot 11 from Hamlet Residential 1 "H-R1" to Fort Vermilion Commercial Centre "FV-CC" to accommodate commercial development.

**CARRIED**

**MOTION 21-09-625      MOVED** by Councillor Braun

That third reading be given to Bylaw 1232-21 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 2, Lots 2-9 (inclusive) and Plan 2938RS, Block 3, Lot 11 from Hamlet Residential 1 “H-R1” to Fort Vermilion Commercial Centre “FV-CC” to accommodate commercial development.

**CARRIED**

**PUBLIC HEARINGS:      6.c)    Bylaw 1233-21 Partial Plan Cancellation and Consolidation of Plan 2983RS, Block 2, Lots 5 & 6**

Reeve Knelsen called the public hearing for Bylaw 1233-21 to order at 2:24 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1233-21 was properly advertised. Caitlin Smith, Manager of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Partial Plan Cancellation and Consolidation. Caitlin Smith, Manager of Planning & Development, presented the following:

*Mackenzie County has received a request to consolidate Plan 2983RS, Block 5, Lots 5 & 6 in the Hamlet of Fort Vermilion, to accommodate a larger commercial building.*

*The lots are currently zoned Hamlet Residential 1 “H-R1” which will need to be changed to Fort Vermilion Commercial Centre “FV-CC” to accommodate the proposed use. A Bylaw to rezone the subject lots is also being presented for public hearing.*

*Mackenzie County recently purchased the subjects lots to allow businesses affected by the 2020 Ice Jam flood to relocate away from the flood zone. This will be the second business relocating to this area and requiring a larger lot.*

Reeve Knelsen asked if Council has any questions of the proposed Partial Plan Cancellation and Consolidation.

**Is this a business that will be moving?  
Yes it is part of the mitigation process.**

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1233-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1233-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1233-21 at 2:25 p.m.

**MOTION 21-09-626**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 1233-21 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 2938RS, Block 2, Lots 5 & 6.

**CARRIED**

**MOTION 21-09-627**

**MOVED** by Councillor Driedger

That third reading be given to Bylaw 1233-21 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 2938RS, Block 2, Lots 5 & 6.

**CARRIED**

**PUBLIC HEARINGS:**

**6.d) Bylaw 1234-21 Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I", and from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B"**

Reeve Knelsen called the public hearing for Bylaw 1234-21 to order at 2:26 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1234-21 was properly advertised. Caitlin Smith, Manager of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Caitlin Smith, Manager of Planning & Development, presented the following:

*Administration has received a Land Use Bylaw Amendment application to rezone NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to*

*Institutional "I" and from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B".*

*The developer has submitted a forty-eight (48) lot subdivision lot layout plan which is proposed to be residential lots with a small pocket of commercial or high-density residential development.*

*The developer plans to donate the north portion of the existing parcel for a Medical Facility, and would like to rezone this portion in preparation for the future development.*

*The La Crete Area Structure Plan identifies the north portion of the lot as commercial development and the south portion as residential development. The proposed subdivision fits within these definitions. The bylaw was amended from the version presented to Council for first reading due to changes in some of the lot sizes of the subdivision plan. The southeast corner was proposed to be Hamlet Residential 1B "H-R1B" but has changed to Hamlet Residential 1A "H-R1A" to match the rest of the cul-de-sal. The current version of the Bylaw was the version advertised.*

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1234-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1234-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1234-21 at 2:27 p.m.

**MOTION 21-09-628** **MOVED** by Councillor Braun

That second reading be given to Bylaw 1234-21 being a Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I" and from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B".

**CARRIED**



**MOTION 21-09-629**      **MOVED** by Councillor E. Peters

That third reading be given to Bylaw 1234-21 being a Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I" and from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B".

**CARRIED**

**PUBLIC HEARINGS:**      **6.e) Bylaw 1235-21 Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG"**

Reeve Knelsen called the public hearing for Bylaw 1235-21 to order at 2:27 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1235-21 was properly advertised. Caitlin Smith, Manager of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Caitlin Smith, Manager of Planning & Development, presented the following:

*Administration has received a Land Use Bylaw Amendment application to rezone NW 15-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG". The subject lot is adjacent to the north boundary of the Hamlet of La Crete.*

*The developer has submitted a single lot subdivision application and plans to develop additional industrial lots in the future.*

*Currently, there are no Area Structure Plan reference to this specific location other than the 2020 La Crete Industrial Lands strategy. This entire parcel has been identified as a proposed light industrial pocket as La Crete expands.*

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1235-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1235-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1235-21 at 2:28 p.m.

**MOTION 21-09-630**      **MOVED** by Councillor Braun

That second reading be given to Bylaw 1235-21 being a Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG".

**CARRIED**

**MOTION 21-09-631**      **MOVED** by Councillor E. Peters

That third reading be given to Bylaw 1235-21 being a Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG".

**CARRIED**

Reeve Knelsen recessed the meeting at 2:29 and reconvened the meeting at 2:43 p.m.

**DELEGATIONS:**      **7. a) 100A Street Plan (La Crete)**

**MOTION 21-09-632**      **MOVED** by Councillor Braun

That administration bring back to the next meeting remaining portion of 100 A street that isn't required for future intersections.

**CARRIED**

**DELEGATIONS:**      **7. b) Biomass Power Plant Locations in Mackenzie County**

**MOTION 21-09-633**      **MOVED** by Councillor A. Peters

That the Biomass Power Plant Locations in Mackenzie County be received for information.

**CARRIED**

**TENDERS: 5.c) Hamlet of Zama City – Water Treatment Plant Upgrading**

**MOTION 21-09-634** **MOVED** by Councillor Wardley  
Requires 2/3

That the budget for the Hamlet of Zama –Water Treatment Plant Upgrading Project be amended by an additional \$220,000 with funds coming from the Water & Sewer Infrastructure Reserve.

**CARRIED**

**MOTION 21-09-635** **MOVED** by Councillor Wardley

That the ‘Water Treatment Plant Upgrading’ contract be awarded to the lowest qualified bidder while staying within budget.

**CARRIED**

**GENERAL REPORTS: 8. b) Mitigation Update (Standing Item)**

**MOTION 21-09-636** **MOVED** by Councillor Jorgensen

That the mitigation update be received for information.

**CARRIED**

**AGRICULTURE SERVICES: 9. a) Buffalo Head/Steephill Flood Control Alternate Route**

**MOTION 21-09-637** **MOVED** by Councillor A. Peters

That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.

**CARRIED**

**COMMUNITY SERVICES: 10. a) Zama Trailer Furnishing Project Budget Amendment**

**MOTION 21-09-638** **MOVED** by Councillor Driedger

That the 2021 Zama Trailer Furnishings One Time Project Budget be amended to include an additional \$8,500 with funding coming from the General Operating Reserve.

**CARRIED**

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\_\_\_\_\_

**COMMUNITY SERVICES:**

**10. b) ADM051 Facility Rental Policy Amendment**

**MOTION 21-09-639**

**MOVED** by Councillor Wardley

That Policy ADM051 the Facility Rental Policy be approved as amended.

**CARRIED**

**COMMUNITY SERVICES:**

**10. c) Bylaw 1239-21 Fee Schedule Amendment (Mobile Home Rentals)**

**MOTION 21-09-640**  
Requires 2/3

**MOVED** by Councillor Bateman

That first reading as amended be given to Bylaw 1239-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

**MOTION 21-09-641**  
Requires 2/3

**MOVED** by Councillor Cardinal

That second reading be given to Bylaw 1239-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

**MOTION 21-09-642**  
Requires Unanimous

**MOVED** by Councillor A. Peters

That consideration be given to go to third and final reading of Bylaw 1239-21 being a Fee Schedule Bylaw amendment for Mackenzie County at this meeting.

**CARRIED**

**MOTION 21-09-643**  
Requires 2/3

**MOVED** by Councillor Wardley

That third and final reading be given to Bylaw 1139-21 being a Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

Reeve Knelsen recessed the meeting at 4:29 p.m. and reconvened the meeting at 5:01 p.m.

**COMMUNITY**

**10. d) Bill Neufeld Commemoration Road Sign - 88 Connector**

**SERVICES:**

**MOTION 21-09-644**      **MOVED** by Councillor Wardley

That a commemorative sign be placed at the Heritage Centre in La Crete and the Fort Vermilion lean-to museum highlighting the contribution that Bill Neufeld had in the paving of the Hwy 88 Connector.

**CARRIED**

**COMMUNITY SERVICES:**

**10. e) Fort Vermilion Ice Plant Repairs**

**MOTION 21-09-645**      **MOVED** by Councillor Wardley

That the Fort Vermilion ice plant repairs be received for information.

**CARRIED**

**COMMUNITY SERVICES:**

**10. f) Forest Protection Area**

**MOTION 21-09-646**      **MOVED** by Councillor Bateman

That council organize meetings with the 17 municipalities at the 2021 Fall RMA conference to discuss the Fire Bans in Hamlets within the Forest protection Areas and followed with a meeting with the Minister of Agriculture & Forestry.

**CARRIED**

**FINANCE:**

**11. a) Short Term Borrowing Bylaw 1238-21**

**MOTION 21-09-647**      **MOVED** by Councillor Bateman  
 Requires 2/3

That first reading be given to Bylaw 1238-21, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

**CARRIED**

**MOTION 21-09-648**      **MOVED** by Councillor Braun  
 Requires 2/3

That second reading be given to Bylaw 1238-21, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

**CARRIED**

**MOTION 21-09-649**  
Requires Unanimous

**MOVED** by Councillor Bateman

That consideration be given to go to third reading of Bylaw 1238-21, being a bylaw authorizing the short-term borrowing of funds with ATB Financial, at this meeting.

**CARRIED**

**MOTION 21-09-650**  
Requires 2/3

**MOVED** by Councillor Wardley

That third reading be given to Bylaw 1238-21, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

**CARRIED**

**FINANCE:**

**11. b) New Policy PW043 – Hiring Private Equipment during a State of Local Emergency**

**MOTION 21-09-651**

**MOVED** by Councillor Wardley

That Policy PW043 – Hiring Private Equipment during a State of Local Emergency be approved as presented.

**CARRIED**

**FINANCE:**

**11. c) Amend Policy ADM049 - Bursaries**

**MOTION 21-09-652**

**MOVED** by Councillor Driedger

That Policy ADM049 - Bursaries be approved as amended.

**CARRIED**

**FINANCE:**

**11. d) Financial Reports – January 1 – August 31, 2021**

**MOTION 21-09-653**

**MOVED** by Councillor Braun

That the financial reports for January to August 31, 2021 be received for information.

**CARRIED**

**FINANCE:**

**11. e) Expense Claims – Councillors**

**MOTION 21-09-654**

**MOVED** by Councillor E. Peters

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

**CARRIED**

**FINANCE: 11. f) Expense Claims – Members at Large**

**MOTION 21-09-655** **MOVED** by Councillor Bateman

That the Member at Large Expense Claims for July/August 2021 be received for information.

**CARRIED**

**FINANCE: 11. g) 15 Year History – Lodge Requisition CM 21-08-084**

**MOTION 21-09-656** **MOVED** by Councillor Wardley

That the 15 year history of Lodge requisitions be received for information.

**CARRIED**

**FINANCE: 11. h) Tax Recovery Auction – Set Auction Date (HANDOUT)**

**MOTION 21-09-657** **MOVED** by Councillor Braun  
Requires 2/3

That the Tax Recovery Auction for properties under tax arrears be set for February 23, 2022.

**CARRIED**

**OPERATIONS: 12. a) Engineering for 109 Avenue Widening - Request for Capital Funds**

**MOTION 21-09-658** **MOVED** by Councillor Bateman  
Requires 2/3

That \$45,000 from Capital Reserve added to the 2021 Capital Budget for engineering 109 Avenue Widening.

**CARRIED**

**UTILITIES: 13. a) None**

**PLANNING & DEVELOPMENT: 14. a) Fort Vermilion School Division- Land Transaction**

**MOTION 21-09-659**      **MOVED** by Councillor Braun

That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.

**CARRIED**

**PLANNING &  
DEVELOPMENT:  
MOTION 21-09-660**  
Requires 2/3

**14. b) Asset Management Grant Funding**

**MOVED** by Councillor Wardley

That the 2021 One Time Project Budget be amended to include \$125,000, for the Asset Management project with \$75,000 in funding coming from the General Operating Budget Reserve, and \$50,000 from Municipal Asset Management Program (MAMP) grant.

**CARRIED**

**ADMINISTRATION:**      **15. a) Appointment of Interim CAO**

**MOTION 21-09-661**      **MOVED** by Councillor Bateman

That the appointment of Interim CAO be tabled until the next Council meeting.

**CARRIED**

**ADMINISTRATION:**      **15. b) Bridge Discussion**

**MOTION 21-09-662**      **MOVED** by Councillor Bateman

That administration obtain verbal estimates for the cost of removing the 2 bridges on highway 88.

**CARRIED**

**ADMINISTRATION:**      **15. c) Ratepayer Meetings**

**MOTION 21-09-663**      **MOVED** by Councillor Jorgensen

That the ratepayers meeting be received for information.

**CARRIED**

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



**COUNCIL  
COMMITTEE  
REPORTS:**

**16. a) Council Committee Reports (verbal)**

**MOTION 21-09-664**

**MOVED** by Councillor Braun

That the Council Committee Reports be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**16. b) Municipal Planning Commission Meeting Minutes**

**MOTION 21-09-665**

**MOVED** by Councillor Cardinal

That the Municipal Planning Commission meeting minutes of August 19, 2021 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**16. c) Community Services Committee Meeting Minutes**

**MOTION 21-09-666**

**MOVED** by Councillor Bateman

That the Community Services Committee meeting minutes of August 19, 2021 and September 2, 2021 be received for information.

**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**17. a) Information/Correspondence**

**MOTION 21-09-667**

**MOVED** by Councillor Wardley

That information regarding action item 16-05-354 be put together and a meeting requested with AEP at fall RMA convention.

**CARRIED**

**MOTION 21-09-668**

**MOVED** by Councillor Bateman

That the information/correspondence items be accepted for information

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

purposes.

**CARRIED**

**NOTICE OF MOTION: 18. a)**

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

Budget Council Meeting  
October 12, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

Organizational Meeting  
October 26, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 20. a) Adjournment**

**MOTION 21-09-669 MOVED** by Councillor A. Peters

That the council meeting be adjourned at 6:29 p.m.

**CARRIED**

These minutes will be presented to Council for approval on October 27, 2021.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the October 12, 2021 Budget Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the October 12, 2021, Budget 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. Simpson Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the October 12, 2021 Budget Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, October 12, 2021  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve – virtual –left at 11:01 a.m.
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor – virtual -10:05 a.m.
Anthony Peters	Councillor –left meeting 11:56 a.m.
Ernest Peters	Councilor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Len Racher	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
John Zacharias	Director of Utilities
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development
Grant Smith	Agricultural Fieldman
Willie Schmidt	Manager of Fleet Maintenance
Colleen Sarapuk	Administrative Officer /Recording Secretary

**ALSO PRESENT:** Members of the public

Minutes of the Regular Council meeting for Mackenzie County held on October 12, 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 21-10-670** **MOVED** by Councillor Wardley

That the agenda be adopted as presented.

**CARRIED**

**3. a) None**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-671 MOVED** by Councillor A. Peters

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

- 4.a) Veterinary Services Contract
- 4.b) Personnel

**CARRIED**

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

- All Members of Council
- Len Racher, Chief Administrative Officer
- Byron Peters, Director of Projects & Infrastructure
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- Chad Roberts, Communication Coordinator
- John Zacharias, Director of Utilities

Administration left closed meeting at 10:14 a.m.

**MOTION 21-10-672 MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:01 a.m.

**CARRIED**

**CLOSED MEETING: 4.a) Veterinary Services Contract**

**MOTION 21-10-673 MOVED** by Councillor E. Peters

That the Frontier Veterinary Services Contract be extended for one year ending December 31, 2022.

**CARRIED**

**CLOSED MEETING: 4.b) Personnel**

**MOTION 21-10-674 MOVED** by Deputy Reeve Sarapuk

That the Interim CAO be approved as discussed.

**CARRIED**

The chair recessed the meeting at 11:01 am and reconvened the meeting at 11:09 a.m.

**TENDERS: 5.a) Storm Pond "A" Construction Tenders**

**MOTION 21-10-675 MOVED** by Councillor Wardley

That the Storm Pond "A" Tenders- Envelope #1 be opened.

**CARRIED**

Bidder	Required Documents
Norther Road Builders	All required Documents

**MOTION 21-10-676 MOVED** by Councillor Driedger

That the Storm Pond "A" Tenders- Envelope #2 be opened for the qualified bidders.

**CARRIED**

Bidder	Schedule A	Schedule B	Schedule C	Total
Northern Road Builders	\$231,590	\$401,827.50	\$469,695	\$1,103,112.50

**MOTION 21-10-677 MOVED** by Councillor Braun

That the Strom Pond "A" Budget be amended by \$40,000 with funds coming from the Water and Sewer Infrastructure Reserve.

**CARRIED**

**MOTION 21-10-678 MOVED** by Councillor E. Peters

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

That the Storm Pond “A” contracts be awarded to the lowest qualified bidders while staying within budget.

**CARRIED**

**TENDERS: 5.b) Request For Proposals – Road Maintenance – Grader Service**

**MOTION 21-10-679 MOVED** by Councillor A Peters

That the ‘Road Maintenance – Grader Service’ Tenders - Envelope #1 be opened.

**CARRIED**

Bidder	Required Documents
B. Hinson Contracting	All required documents
Boss Services Ltd	Missing Business License

**MOTION 21-10-680 MOVED** by Councillor Wardley

That the unqualified (due to missing Mackenzie County Business License) ‘Road Maintenance – Grader Service’ Tenders be returned to the senders without opening Envelope #2.

**CARRIED**

**MOTION 21-10-681 MOVED** by Councillor Bateman

That the ‘Road Maintenance – Grader Service’ Tenders - Envelope #2 be opened for the qualified bidders.

**CARRIED**

Bidder	Schedule A (Zama)	Schedule B (Chateh)
B. Hinson Contracting Ltd.	\$250/hour	\$285/hour

**MOTION 21-10-682 MOVED** by Councillor Driedger

That the ‘Road Maintenance – Grader Service’ bids be declined and administration continue to investigate options for maintenance on the Zama and Chateh road.



**CARRIED**

The chair recessed the meeting at 11:59 a.m. and reconvened the meeting at 12:41 p.m.

**TENDERS:** 5.c) **Fort Vermilion Waste Transfer Station Caretaker Contract**

**MOTION 21-10-683** **MOVED** by Councillor Braun

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
Nigel Cardinal	All required Documents
Trudy Derksen	All required Documents

**MOTION 21-10-684** **MOVED** by Councillor E. Peters

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #2 be opened.

**CARRIED**

<b>Bidder</b>	<b>Cost</b>
<b>Nigel Cardinal</b>	<b>\$1500/ month \$54,000 for 36 months</b>
Trudy Derksen	\$2000/ month \$72,000 for 36 months

**MOTION 21-10-685** **MOVED** by Councillor Braun

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

**CARRIED**

**GENERAL REPORT:** 6.a) **None**

**AGRICULTURE SERVICES:** 7. a) **None**

**COMMUNITY SERVICES:** 8. a) **None**

**FINANCE: 9. a) Buffalo Head Drainage Council Motion #18-11-885**

**MOTION 21-10-686** **MOVED** by Councillor Wardley

That administration allocate \$2,294,400 from Unrestricted Surplus to the General Capital Reserve in the amount of \$1,540,000, and the Surface Water Management Reserve in the amount of \$ 754,400.

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-687** **MOVED** by Councillor Braun

That Council move into a closed meeting at 12:52 p.m. to discuss the following:

4.b) Personnel

**CARRIED**

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

- All Members of Council other than Councillor A. Peters and Deputy Reeve Sarapuk
- Len Racher, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager
- Grant Smith, Agricultural Fieldman

**MOTION 21-10-688** **MOVED** by Councillor Driedger

That Council move out of a closed meeting at 1:09 p.m.

**CARRIED**

**MOTION 21-10-689** **MOVED** by Councillor Wardley

That the job description for the Equipment Operator II in Zama be modified and re advertised as an out of scope position.

**CARRIED**

**FINACE 9.b) Cheque Registers-August 14-October 8, 2021 Electronic Funds Transfer August –September, 2021**

**MOTION 21-10-690 MOVED** by Councillor Wardley

That the cheque registers from August 14 – October 8, 2021 and Electronic Funds Transfers for August 1-September 30, 2021 be received for information.

**CARRIED**

**FINACE 9.c) Financial Repots**

**MOTION 21-10-691 MOVED** by Councillor Wardley

That the Office Shower project be renamed to Council Chambers Windows.

**CARRIED**

**MOTION 21-10-692 MOVED** by Councillor Wardley

That the Financial Reports for January – September 30, 2021 be received for information.

**CARRIED**

**FINANCE: 9. d) Review 2021 One Time Projects – Carry Forwards**

**MOTION 21-10-693 MOVED** by Councillor Braun  
**Requires 2/3**

That administration incorporate the 2021 One Time Carry Forward projects in the Draft 2022 Operating budget as discussed.

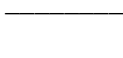
**CARRIED**

**FINANCE: 9. e) Review 2022 One Time Projects**

**MOTION 21-10-694 MOVED** by Councillor Braun  
**Requires 2/3**

That the review of 2022 On Time Projects discussion be TABLED for future discussion.

**CARRIED**



Reeve Knelsen recessed the meeting at 1:59 p.m. and reconvened the meeting at 2:27 p.m.

**FINANCE:**

**9. f) Draft 2022 Operating Budget (HANDOUT)**

**MOTION 21-10-695  
Requires 2/3**

**MOVED** by Councillor Wardley

That the Draft 2022 Operating Budget be received for information.

**CARRIED**

**OPERATIONS:**

**10. a) None**

**UTILITIES:**

**11. a) None**

**PLANNING &  
DEVELOPMENT:**

**12. a) 100A Street Plan (La Crete)**

**MOTION 21-10-696**

**MOVED** by Councillor Wardley

That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.

**CARRIED**

**MOTION 21-10-697**

**MOVED** by Councillor E. Peters

That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**12. b) FVSD Bus Stop Proposal**

**MOTION 21-10-698**

**MOVED** by Councillor Wardley

That Mackenzie supports the Fort Vermilion School Division bus stop signage in the hamlets.

**CARRIED**

**ADMINISTRATION: 13. a) RMA Fall Convention Update**

**MOTION 21-10-699** **MOVED** by Councillor Driedger

That meetings be requested with the following Ministers at the RMA Fall Convention:

Minister of Infrastructure	Birthing Centre
Minister of Environment	Bridge Campsite Crown Land Recreation Tree Salvage Hay Zama Bison
Minister of Municipal Affairs	Municipal Downloading Petition Taxation Lease Lands (non energy) Disaster Services Funding Agreement
Minister of Ag & Forestry	Tree Salvage Fire Ban
K-Division	Enhanced Police

**CARRIED**

**INFORMATION / CORRESPONDENCE: 15. a) Information/Correspondence**

**MOTION 21-10-700** **MOVED** by Councillor Wardley

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

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-701** **MOVED** by Councillor Wardley

That Council move into a closed meeting at 4:31 p.m. to discuss the following:

4.b) Personnel

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**CARRIED**

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

- All Members of Council other than Councillor A. Peters and Deputy Reeve Sarapuk

**MOTION 21-10-702**      **MOVED** by Councillor Driedger

That Council move into a closed meeting at 4:55 p.m.

**CARRIED**

**NOTICE OF MOTION:**    **16. a) None**

**NEXT MEETING DATE:**            **17. a) Next Meeting Dates**

Organizational Meeting  
October 26, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
October 27, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**      **20. a) Adjournment**

**MOTION 21-10-703**    **MOVED** by Councillor Braun

That the council meeting be adjourned at 4:56 p.m.

**CARRIED**

These minutes will be presented to Council for approval on October 27, 2021.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for September, 2021</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for September, 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 September, 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
Sept.7/21	Back form Holidays
Sept.8/21	Meet with Byron, Jenn, Carrie
Sept.9/21	Managers Meeting, Municipal Restructuring Meeting
Sept.10/21	Check bluehills roads
Sept. 13/21	Meeting with HR
Sept.14/21	Council meeting
Sept.15/21	Meetings all day
Sept.16/21	Managers meeting New restrictions from Province
Sept.17/21	Site safety meeting
Sept.20/21	Nomination Period Ends
Sept.21/21	Elections prep
Sept.22/21	Elections prep
Sept.23/21	Municipal Restructuring Meeting

# MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

- Sept.24/21 Leaders International
- Sept.27/21 Meet with Jenn DRP
- Sept.28/21 Meet with Chad, work with Carrie on election
- Sept.29/21 Election work
- Sept.30/21 Meet with Jeff, Byron
- Oct.01/21 Election work

Respectfully,

Len Racher  
Chief Administrative Officer

## Monthly Report to the CAO

For the month of September, 2021

From: Byron Peters,

Director of Projects & Infrastructure/Deputy CAO

### PLANNING, PROJECTS & INFRASTRUCTURE

#### Strategic Priorities

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	The Access Management Plan (AMP) for Bistcho is in the early stages. Provided feedback to AEP for Bistcho Lake sub-regional plan. Has been quiet for several months now.
Community Infrastructure Master Plans & Offsite Levies	IMPs complete Levies to be completed in Q3 2021	Currently tabled. Will review levy rates once various projects have been tendered/awarded.
Municipal Development Plan	Started Q3 2020	Joint project. See Caitlin's report for project update.
Asset Management	Ongoing	Working our way through priorities and steadily adding more assets and data into a common database. Received a \$50k grant from FCM to further advance our AM progress.

#### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development		Have not had the time/resources to focus on formal ec dev. Relying on REDI at this time for most overarching items. Do meet with some business & share info
101 Ave rebuild & pave	done	Construction complete.
100 St & 109 Ave Intersection Improvement	done	Construction complete.
100 St & 94 Ave Traffic Light	end October	Currently in progress, and expected to be complete by the end of October.
Gravel Crushing		Overburden removal going well. Developing crushing plan for 2022.
Fort Vermilion (Wop May) Airport Recovery		Project is taking longer than anticipated. There will be a long lead time on some

		electrical components, so expect project completion in 2022.
Storm Pond A (LC)		Tender awarded & construction started. Prioritizing the pond & ditching to ensure they function prior to freeze-up. If weather cooperates will install underground components.
LC North Sanitary	Engineering Q1 2022	Engineering design well underway. Anticipating design completion/tendering in February 2022.

**Personnel Update:**

No changes in the department.
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**Other Comments:**

I continue to work with John on a variety of utilities projects, and support Caitlin with some of the more technical/engineering/infrastructure components of subdivisions and development. Working with Jeff on the planning for a few road/public works projects.

We recently learned that there is a need to invest quite a lot of energy into the variety of dispositions at Atlas Landing. There are 5 or 6 separate dispositions that require attention, which will become quite a project.

I have spent a lot of time reviewing and finding information to support legal documents, contracts, agreements, etc. It seems like there is a never ending list of technical/legal work to complete. A couple of litigation items took a fair amount of time.

As we continue to work through infrastructure planning for La Crete, a more defined road plan and drainage (storm water management) plan seem to be the two most urgent issues, now that a plan is well in place for sanitary sewer. Administration will be proposing two separate projects to address these items in the upcoming budget deliberations.

Some projects that were expected to be completed in 2021 will roll over into 2022, due to an assortment of delays on our end, engineers, suppliers, insurance/DRP approvals, etc.

There was a lot of work completed by many of my colleagues to successfully conduct the election, so thank you to everyone that organized/helped leading up to and on election day.

Flood mitigation work continues to proceed well, thanks to the contributions of many people. Lots of work remains, but a lot of work has been completed as well. A large portion of design and engineering work has been completed, tenders drafted, and other legal work in the background.

## **REPORT TO THE CAO**

For the Month September 2021

From: Carrie Simpson, Director Legislative & Support Services

### **Meetings Attended**

- 2021-09-03 Manager Meeting
- 2021-09-09 Meeting with Vet Services re: Contract
- 2021-09-09 Manager Meeting
- 2021-09-14 Regular Council Meeting (virtual)
- 2021-09-15 Team Meeting
- 2021-09-27 Budget Meeting with Jen

### **Council**

- Preparing for various meetings of Council, correspondence, etc.
- Research and responding to inquiries.
- Preparation for Organizational Meeting October.
- Registration for the upcoming 2021 RMA Fall Convention (November 23-26, 2021)

### **Appeal Boards**

- No appeals this month
- CARB Appeal set for November 10, 2021- Complainant non compliant with submitting disclosure evidence by required date.

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

- Review of Bylaw/Policies not uploaded to DocuShare.

### **Enhanced Policing**

- Regular updates to Council are scheduled for the second council meeting of each month.
- RCMP services are available at the La Crete office on Wednesdays.

### **Emergency Management**

- Nothing to report at this time

### **Communications:**

- Maintain and respond to County emails.

### **Human Resources:**

- Performance Evaluation – Records Management
- Preparation for Performance Evaluation for other Administrative Staff
- Interviews for Term for Records Department
- Working on meeting with Administrative staff Fort Vermilion/La Crete

### **Municipal Elections:**

- Nomination Day
- MA Connect input for Nominations
- Preparation for training of Election workers
- Arranging for training for Election workers/meals, etc.
- Photographer booked for Organization Meeting
- Ordering of Supplies



**Events/Community Engagement:**

- Nothing to report for this timeframe.

**Other:**

- Assisting legislative and support services department staff (ie. Human Resources, Records Management, Information Technology, etc.)
- Ongoing form review and updating.
- Preparing for various meetings.
- Meeting coordination.
- Assisting other departments as required.
- Online Apparel Ordering

## MONTHLY REPORT TO THE CAO

For the Month Ending September, 2021

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2021 Operating & Capital	Ongoing	Review Operating Budget to Actual. Review Capital Budget to Actual. Developing 2021 Budget book. Compile 2022 Budget information. Meet with various Directors re: 2022 budgets. Distribute reports to CAO & Directors for reporting. 2021 Tax collection and review, and reporting to council.
MSI Reporting	Ongoing	2020 SFE submitted, awaiting for approval
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	Review ongoing projects.  2 Projects submitted under review. 1 project confirmed 80% funding to be released.  Administration is still gathering requested information on road project.  Work w various GOA agencies on the flood recovery plan and funding streams available.  Attend one on one meetings.  Work with Project manager, site supervisor on sites development, and quote packages required.  1 mobile home moved to site. 5 additional homes scheduled for October. Meet with

<p><i>2021 Overland Flood</i></p> <p>2021 Sever Storm Overland Flooding</p>		<p>Boreal Housing regarding their properties.</p> <p>DRP Part 1 &amp; 2 application submission completed in July. Continue to gather reporting data once approved for submission,</p> <p>Provide additional date – location to DRP</p>
<p>Annual Report</p>	<p>Ongoing</p>	<p>Compile past years information for Annual report, including major events of 2019 &amp; 2020 Disasters.</p>
<p>Attend Various meeting</p>		<p>Regular Council meetings September 14</p> <p>Managers Meeting – September 3,9,16</p> <p>Mitigation &amp; One on one Meetings – September 8,10,15,16,29</p> <p>Mitigation Team Meeting September 10x2,27</p> <p>Mitigation GOA Meetings – September 13,27</p> <p>Municipal Affairs – Mackenzie County Restructuring – September 9, 21, 23</p> <p>Administration September 2,17,20,21,23,27,28,30</p>



## MONTHLY REPORT TO THE CAO

For the Month of September 2021

**From:** John Zacharias  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/21	Maintenance partially finished due to busyness on other things. Majority done.

### 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	Dec/21	Awaiting grant funding opportunities.
Waterline Blue Hills	Dec/21	Awaiting grant funding opportunities.
Diversion License Review	Dec/21	This has been silent for a while as I transition into new position. Will follow up with AE. Have requested to carry forward item in the budget.
La Crete Future Water Supply Concept	Dec/21	Project will somewhat align with Well #4 project. Report from AE to AEP will have some information in it for this study.
LC – Well #4	Dec/21	72 hr aquifer test completed. AE finishing report to AEP. Initial design discussion has taken place.
LC – North Sanitary Trunk Sewer	May/21	Project is mostly in Byron's department. Will be more involved once design phase begins.
ZA – Sewage Forcemain	Nov/21	AMWWP project has been cancelled and administration is finalizing the funding agreement to allocate the funds to mitigation.
ZA- Distribution Pump House Upgrades	Nov/21	Worked with engineers to lower scope of project. Was awarded at Sept 12 council to AGS Mechanical with completion in 2022.

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 warranty running to Nov 12, 2022.
LC – WTP Tower	Sept/21	Project in progress. Awaiting NavCanada approval. Construction in October.
FV – Rural Truckfill Pump Install	Dec/21	Project is awarded and waiting on delivery of pumps. Starting when equipment arrives.

**Personnel Update:**

Working at getting more comfortable with engineers and project decision making. Got our operating budgets looked at and presented to finance.

**Other Comments:**

Respectfully submitted,

John Zacharias  
 Director of Utilities  
 Mackenzie County

## Monthly Report to the CAO

For the month of September, 2021

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

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	Capital Projects (Current and Carry Forward) continue to proceed and all are anticipated to be completed on schedule this year.
Airport Maintenance	Ongoing	Regular maintenance as required.
Flood Mitigation Project	Ongoing	One on One Meetings continuing as required. Secondary and subsequent meetings are starting to incur as houses are prepped and relocated to Phase 1.
Gravel Program (2021)	Ongoing	Chateh Road re-gravelling completed.
Road Maintenance	Ongoing	Spot gravelling program continues as required.  DRP Projects relating to 2020 Flood completed.  Dust control (Oil) program completed for County.  Fall pothole program completed.  Traffic signs damaged/broken replaced throughout the County.  Roadside / Site mowing completed for year.  New Roads program continues with the supply of gravel as required.
Spring Preparations / Overland Flooding	Ongoing	Project awarded on day labour basis to 3 different vendors in North and South. Approximately 40 culverts identified for replacement to date. Ag Dept also completing various culvert and ditch upgrade projects as a function of this project.
Winter Preparations	Ongoing	Manufactured fines ordered and mixing started with salt for stockpile.

**Meetings Attended:**

<b>Date</b>	<b>Description</b>
Sep. 3/21	Managers Meeting
Sep. 7/21	Staffing Interview
Sep. 8/21	Employee Performance Assessments
Sep. 8/21	FV Mitigation Meeting – One on One
Sep. 9/21	Managers Meeting
Sep. 10/21	FV Mitigation Meeting – Team Meeting
Sep. 14/21	Council Meeting
Sep. 15/21	FV Mitigation Meeting – One on One
Sep. 15/21	Public Works Team Meeting
Sep. 15/21	FV Mitigation Meeting – One on One
Sep. 16/21	Staffing Interview
Sep. 16/21	FV Mitigation Meeting – One on One
Sep. 16/21	Managers Meeting
Sep. 23/21	FV Mitigation Meeting – Document Review
Sep. 23/21	FV Mitigation Meeting – One on One
Sep. 27/21	FV Mitigation Meeting – Team Meeting
Sep. 28/21	DRP Site Meeting – Peace River Erosion Control (WSP)
Sep. 29/21	FV Mitigation Meeting – One on One
Sep. 30/21	Budget / Finance Meeting

**Submitted by:**

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

## Monthly Report to the CAO

For the month of September, 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	Q4 2021	Administration meets with the consultant bi-weekly. O2 is actively updating the Land Use Bylaw and Municipal Development Plan. Open Houses occurred in September, there was a poor turn out in all locations totaling 10 attendees all together. The draft LUB and MDP are available to the public for comment online. Administration would like to proceed with first reading of the LUB and MDP at the next Council or COW meeting.  The Fort Vermilion Area Redevelopment Plan public meeting dates will start in the new year.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan Revision	Q4 2022	Administration will request an updated ASP for 2022 as an approved development will be changing the transportation plan.
100A Street Land Acquirement (Future Main Street Widening in La Crete)	Q4 2021	Administration has engaged Borderline Surveys regarding the subdivision and URW survey plan. Administration will proceed with contacting adjacent landowners to offer to purchase the parcels.

**Personnel Update:**

All positions within the department are filled.

**Other Comments:**

Development has not slowed at all, we are expecting a record amount of development permits by year end. Subdivisions are at a record high with the number of applications received.

Administration has starting receiving requests for subdivision inspection for multi-lot subdivisions. Inspections will take place if weather is permitting, if there is too much snow on the ground, we will have to wait for spring.

Budget is in full swing, staff time has been spent planning the 2022 department operating budget and one-time requests.

The Planning and Development department will be utilizing the new Munisight Planner module starting January 2022. This is at no cost to the municipality as the existing module is now considered obsolete. Staff training is expected to occur November 2021.

Administration was requested by the Municipal Planning Commission to hold an open house regarding uses along 100 Street in La Crete and heavy traffic. 10 members of the public attended, their thoughts were the following:

- The Super J/Apple Drugs access is too wide causing an increased risk of accidents. Suggested that the County work with the businesses to narrow the access.
- Many businesses, particularly industrial types, have accesses on 100 Street as their primary access, often in multiple locations. The County should work with industrial businesses to alter their accesses and routes.
- The La Crete Chamber of Commerce is an important resource for businesses in the area, the County should work with them to educate businesses on efficient access routes.

I have been supporting Legislative Services with elections planning and as a Deputy Returning Officer.

I am supporting the Mitigation team with legal review, permitting, and lease agreements.

**REPORT TO CAO**  
 September, 2021  
 From: Grant Smith, Agricultural Fieldman

**Annual Operating Programs, Projects and Activities**

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2021	Roadside Spraying commenced June 10 <sup>th</sup> , completion date was July 10 <sup>th</sup> . Quality of work was very satisfactory. Herbicides were Clearview, Navius & Roundup. Some roadsides were sprayed with Roundup to control grass. This aids in road maintenance.
Weed Inspection	2021	One Seasonal Weed Inspector has been hired. Commencement date is May 3 <sup>rd</sup> . Duties include Field Inspections, Roadside Grass Seeding, Beaver Dam removal, Clubroot Inspections, Shelter belt tree distribution, Water Pump rentals, etc.
Ag Land Development Proposals	2021	A land lease agreement was signed with Tom Braun of High Level on June 8 <sup>th</sup> . Length of lease is 15 years. Expiry date is 2035.
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	June, 2021	Trees were picked up in Fairview on June 4 <sup>th</sup> . Approximately 2500 seedlings were received and distributed to County Ratepayers. Application deadline is December 31 <sup>st</sup> .
VSI Program	2021	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate.
Water Pumping Program	October 31, 2021	The water pumping program commenced on April 1 <sup>st</sup> . Fall is the busy rental season. The program ends on October 31 <sup>st</sup> . The rental rates double on November 1 <sup>st</sup> .

Roadside Mowing	2021	Overall, the Roadside Mowing program was satisfactory. There was some minor culvert damage in the Beaver ranch area. Mowing contracts have expired and will be extended with the option year in 2022.
Fall Channel Maintenance	2021	Flood control channels are being inspected and contractors will be hired to mulch/mow overgrown channels. This is regular channel maintenance done in late summer/fall. Administration also inspects for soil erosion.

**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>October 27, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Waste Transfer Station Haul Contract Extension</b>

**BACKGROUND / PROPOSAL:**

The Waste Transfer Station Service Agreement was awarded to L & P Disposals Inc. in December 31, 2017 for a two year term ending December 31, 2019. Two-one year extensions were granted by Council expiring on December 31, 2021.

The signed contract for this service includes the following clause:

“Completion Date” means the 31st day of December, or such later date as may be agreed upon in writing by the parties;

The original Tender stated:

*Clause 8.16...  
Mackenzie County may, prior to the expiry of the contract time, extend the contract time, twice only, for a further 1 year period subject to the same terms, covenants and conditions as contained within.*

The 2016 estimated quantities of solid waste hauled from each transfer station have existed since the 2017 contract. These numbers have dramatically changed since then.

Attached is a letter from L & P Disposals Inc. requesting that Mackenzie County extend the contract for one year. The terms of the contract would remain the same, however they do request if the landfill tipping fees increase during this year that the price be raised to reflect the increase for the 6 and 7 yard bins.

Since the new implementation of fees at the Waste Transfer stations, the future of Mackenzie County Transfer Stations must be considered.

**OPTIONS & BENEFITS:**

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

**Option 1**

- a) Direct administration to extend the Waste Transfer Station Service Agreement with L & P Disposals Inc. for a one year term ending on December 31, 2022, subject to an increase to cover the cost of landfill tipping fee increases.
- b) Direct the Community Services Committee to analyze Mackenzie County's Solid Waste requirements at our Transfer Stations and bring back its findings and recommendations by July 2022 prior to future budget deliberations.

**Option 2**

Direct administration to put the Waste Transfer Station Service Agreement out for tender.

**COSTS & SOURCE OF FUNDING:**

2022 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

Policy FIN025 - Purchase Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

**Motion 1**

That the Waste Transfer Station Service Agreement with L & P Disposals Inc. be extended for a one year term ending December 31, 2022 as per the contract completion date clause.

- Simple Majority       Requires 2/3       Requires Unanimous

**Motion 2**

That the Community Services Committee analyze Mackenzie County's Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations.

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

L&P DISPOSALS INC.

BOX 179 HIGH LEVEL, ALBERTA T0H 1Z0

780-926-2988 (P) 780-926-3688 (F)

Email: [planet.recycle@telus.net](mailto:planet.recycle@telus.net)

September 2, 2021

Mackenzie County

Fort Vermillion

Attention: Don Roberts

In regards to our current contract for the hauling of the Mackenzie County Transfer Station waste, we of L&P Disposals Inc. are requesting a one year contract extension per our current contract general conditions.

We request this 1 year extension from January 1, 2022 to December 31, 2022 of the same terms, covenants and conditions as contained in the current contract. However we do request IF the landfill tipping fees increase during this year that the price be raised to reflect the increase for the 6 and 7 yard bins.

Thank you for your time and consideration of this matter.

Pat Bateman

A handwritten signature in black ink, appearing to read 'Pat Bateman', with a long horizontal flourish extending to the right.





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>2021 Campground Caretakers Bonus</b>

## **BACKGROUND / PROPOSAL:**

The caretaker contracts state the following:

### **B. MACKENZIE COUNTY SHALL:**

- III. *Upon a successful year end evaluation by the Director of Community Services and Operations, and a positive recommendation by the Community Services Committee, a 25% bonus of the total revenue will be paid to the Contractor (Bonus maximum \$8,000). A successful yearend will be determined on the basis of customer and County satisfaction as well as meeting and/or exceeding the terms of this contract. (Refer to Mackenzie Country Policy COM001)*

Community Services Committee made the following motion

### **CS-21-10-92**

That a recommendation be made to Council to approve the Campground Caretakers Bonus as presented.

## **OPTIONS & BENEFITS:**

Approve campground caretaker bonuses as recommended by the Community Services Committee

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

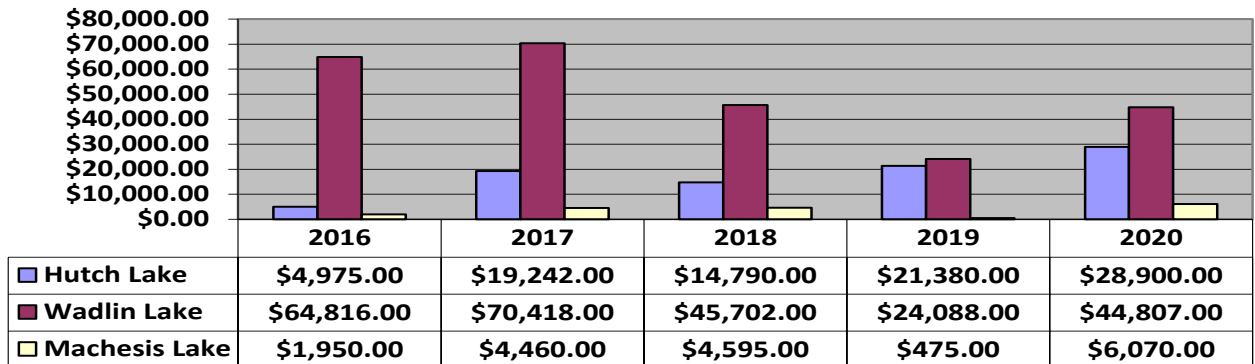
**COSTS & SOURCE OF FUNDING:**

**2021 Operating budget**

**2021 Year**

Caretaker Evaluation Percentage	Year End Revenue	Bonus Amount
Hutch Lake - 98.57%	\$25,865.00	\$6,466.25
Machesis Lake - 98.57%	\$11,125.00	\$2,781.00
Wadlin-Lake - 98.57%	\$58,193	\$8,000

**Total Revenue Per Campground**



**COMMUNICATIONS / PUBLIC PARTICIPATION**

**POLICY REFERENCE:**

Policy COM001 Parks Caretaker Bonus

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the 2020 Campground Caretaker bonuses be approved as follows:

- Hutch Lake - \$6,466.25
- Machesis Lake - \$2,781
- Wadlin Lake - \$8,000

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

# Mackenzie County

<b>Title</b>	<b>Parks Caretaker Bonus Policy</b>	<b>Policy No:</b>	<b>COM001</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18</b>
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**Purpose**

To establish procedures for applying a bonus to the County's park caretakers for exceptional work completed throughout a season.

## POLICY STATEMENT AND GUIDELINES

### 1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A **Caretaker** is a contract operator at a Mackenzie County park.
- b) **Caretaker Evaluation Form** is a form created by the County to evaluate the performance of a parks caretaker. The form will be completed by a County representative. The form is attached in Appendix "A".
- c) **County Park** refers to a campground facility within Mackenzie County boundaries. The County presently has three campgrounds with caretakers which are: Wadlin Lake, Hutch Lake and Machesis Lake.
- d) **Bonus** – a full bonus will be 25% of all the fees collected at the County Park up to a maximum of \$8,000 (maximum applies to all contracts entered into after January 1, 2015).
- e) **Community Services Committee** is a group of Councillors selected to represent Council as per their terms of reference.

### 2. Bonus Structure:

- a) The County administration will complete the caretaker's evaluation form regularly throughout the operating months to determine the quality of the caretaker's performance in relation to their duties.
- b) At the end of the season the County's administration will compile all the results from the evaluation forms and generate a summary sheet with an overall grading mark.

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
  - 90% or above will receive full bonus
  - Each percentage below 90% receives 1% less of the bonus
  
- d) The Community Services Committee will receive administration recommendations on caretaker's bonus and review any additional information to determine the amount of bonus each park caretaker will receive.

**3. Administrative Responsibility :**

Chief Administrative Officer or designate is responsible for compliance with this policy.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	24-Apr-13	13-04-259
<b>Amended</b>	13-Jan-15	15-01-021
<b>Amended</b>		





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Disaster Recovery Program Claim – Severe Storm Flooding - Chateh Road</b>

## **BACKGROUND / PROPOSAL:**

Following the severe storm event of June 17, 2021, administration submitted Application #1 to the Disaster Recovery Program (DRP) for recovery of anticipated costs for the Chateh road flooding repairs. As there was approx. 15.4 km under water, administration was unable to obtain actual damages, and submitted an estimated application.

The normal process for requesting funding under the DRP grant is a 2 part application.

- Application 1 identifies an event with anticipated costs.
- Application 2 is a more detailed breakdown of “Projects”

No second application was submitted, as damaged were less than anticipated.

As any other claim submitted to DRP, there is a review of each claim, and decision on approval as per the Disaster Assistance Guideline (DAG), For the Severe Storm flooding - Chateh road claim, administration was notified on October 14, 2021 that the event did not meet the specific criteria to be approved:

1. The cause of the disaster must be extraordinary and cause widespread damage.
2. The disaster has threatened the economic viability of the community.
3. The damage is not insurable.

Letter attached for review.

Mackenzie County can choose to appeal, however prior to receiving this letter, administration completed the repairs required, and has been reviewing the costs, along with the Disaster Recovery Program requirements.

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

Administration anticipated presenting their report to Council at this meeting, with a recommendation to withdraw the funding assistance request, based on the following:

1. Costs to repair Chateh Road - \$34,427.36,
2. Graveling, and grading costs were already anticipated, and budgeted in the 2021 Operating Budget for this road

Included in the County's reporting to DRP case management, regular maintenance reports for in this case Chateh road has to be reported, to substantiate a claim for regravelling a road outside of the normal operations. As the costs incurred were only minimal to what was anticipated, and already included in the Operating Budget, administration did not feel it was an extraordinary financial burden on the County.

Since receipt of this letter, administration recommends that a letter be written to the Disaster Recovery Program, Managing Director, withdrawing the application for this event, as the flooding event did not meet the qualifications under the grant program.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2021 Operating Budget

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

That a letter be sent to the Disaster Recovery Program Case Manager for the June 17, 2021 flooding event, stating that the County's application be withdrawn due to not meeting the Disaster Assistance Guidelines criteria, namely costs incurred.

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



October 14, 2021

Len Racher  
Chief Administrative Officer  
Mackenzie County  
PO Box 640  
Fort Vermillion, AB T0H 1N0

Dear Mr. Racher,

Thank you for your Disaster Recovery Program (DRP) application of July 15, 2021 for disaster financial assistance for the Mackenzie County June 17, 2021 flooding event. I appreciate your patience while we have conducted our review.

The Disaster Assistance Guidelines (DAG) sets out the following specific criteria that must be met before an application for program assistance can be approved:

1. The cause of the disaster must be extraordinary and cause widespread damage.
2. The disaster has threatened the economic viability of the community.
3. The damages are not insurable.

After careful consideration, I regret to inform you that our review has determined that this event did not meet the extraordinary event criteria required to establish a DRP and is therefore denied. Our analysis shows that this rainfall event was not extraordinary as the rainfall event had a return period of 1 in 12-years falling below the 1 in the 50-year threshold for rural areas.

Mackenzie County has the option of appealing this decision in writing to the Minister of Municipal Affairs. In support of any appeal, please provide any additional information and/or identify specific considerations that will assist the Minister in evaluating your appeal.

In considering whether the event may negatively impact the economic viability of the community, our analysis shows that the tax levy impact would be approximately three percent compared to the last three years of fiscal data, with potential impacts to reserve funds and borrowing capacity limit at approximately eight percent and two percent

.../2

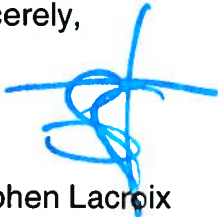
respectively. This level of impact is considered lower than the threshold where a municipality's economic viability may be of significant concern.

If you require further information regarding the program, please contact Brenda Fioretti, Acting Director of Community Recovery Services, toll-free by dialling 310-0000, then 780-718-5101 or email at [brenda.fioretti@gov.ab.ca](mailto:brenda.fioretti@gov.ab.ca).

Please note that your application for disaster financial assistance for the April 2021 flooding event remains under consideration. You will be advised in writing of the outcome of this application.

Thank you again for your efforts on behalf of your community as it recovers from these flooding events.

Sincerely,

A handwritten signature in blue ink, appearing to be 'SL', is written over the word 'Sincerely,'.

Stephen Lacroix  
Managing Director



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Expense Claims – Councillors</b>

## **BACKGROUND / PROPOSAL:**

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

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

- September– All Councillors

## **OPTIONS & BENEFITS:**

N/A

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

2021 Operating Budget

## **SUSTAINABILITY PLAN:**

N/A

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Councillor expense claims for September 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>October 27, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Expense Claims – Members at Large</b>

**BACKGROUND / PROPOSAL:**

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

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

<b>Name</b>	<b>Board/Committee</b>	<b>Month</b>
<b>Erick Carter</b>	<b>Municipal Planning Commission</b>	<b>September</b>
<b>Tim Driedger</b>	<b>Municipal Planning Commission</b>	<b>September</b>
<b>Beth Kappelar</b>	<b>Municipal Planning Commission</b>	<b>September</b>

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

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2021 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Member at Large Expense Claims for September 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>October 27, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Development Statistics Report – January to September 2021</b>

## **BACKGROUND / PROPOSAL:**

The following are the total number of issued permits for each year from January 1<sup>st</sup> to December 31<sup>st</sup>. For 2021, the number of issued permits are from January to September. In addition, a comparison of approved development permits is included for the past five (5) years from January 1<sup>st</sup> to September 30<sup>th</sup>.

### **Approved Development Permit Applications (Annual)**

- 2017 Development Permits      254 permits (construction value \$33,545,994.00)
- 2018 Development Permits      218 permits (construction value \$29,711,491.00)
- 2019 Development Permits      232 permits (construction value \$34,538,496.00)
- 2020 Development Permits      392 permits (construction value \$70,574,441.00)
- 2021 Development Permits      253 permits (construction value \$62,197,940.18)

(January to September 2021)

### **Approved Development Permit Applications (Third (3<sup>rd</sup>) Quarter)**

(January 1<sup>st</sup> to September 30<sup>th</sup>)

- 2017 Development Permits      205 permits
- 2018 Development Permits      190 permits
- 2019 Development Permits      192 permits

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

- 2020 Development Permits 327 permits
- 2021 Development Permits 253 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 171 permits (value \$53,162,373.51)

(January to September 2021)

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

**New Subdivision Applications (Annual)**

- 2017 subdivisions 24 applications
- 2018 subdivisions 38 applications
- 2019 subdivisions 55 applications
- 2020 subdivisions 40 applications
- 2021 subdivisions 57 applications

(January to September 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 September 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- Sept</b>
Residential	181	169	180	319	205
Industrial & Commercial	39	40	34	45	27
Other	35	9	18	28	21
<b>Total</b>	<b>255</b>	<b>218</b>	<b>232</b>	<b>392</b>	<b>253</b>



## Total Approved Development Permits by Year

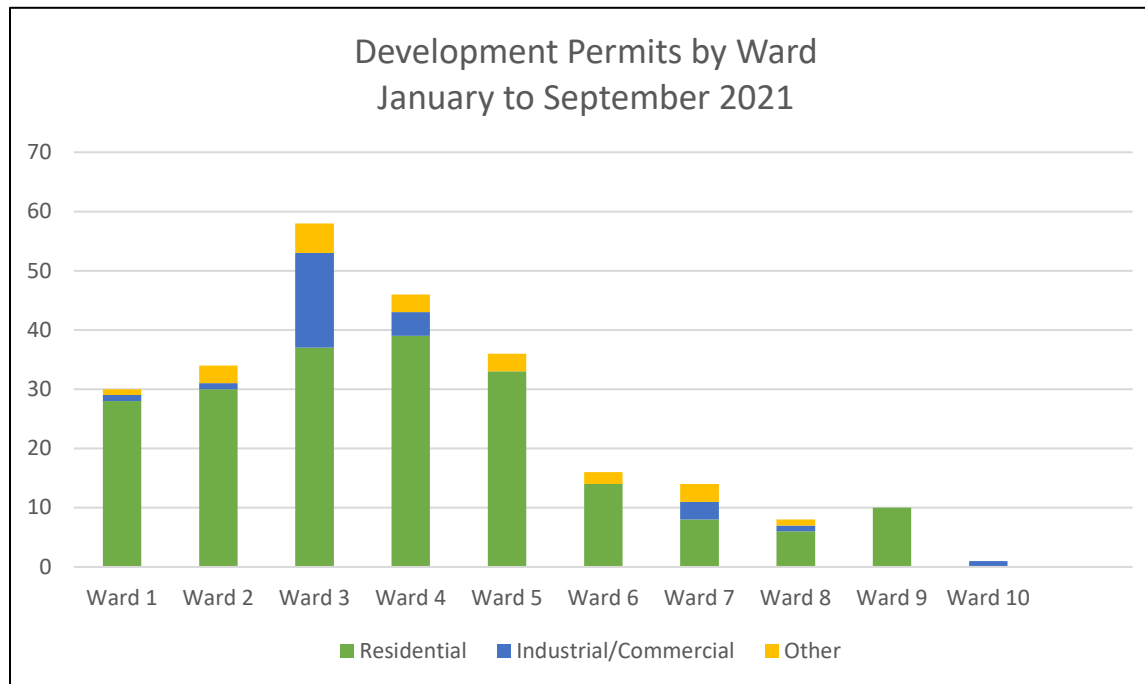
Type of Development	<i><b>2017</b></i>	<i><b>2018</b></i>	<i><b>2019</b></i>	<i><b>2020</b></i>	<i><b>2021*</b></i> <i><b>Jan-Sept</b></i>
Residential	181	169	180	319	205
Industrial & Commercial	39	40	34	45	27
Other	35	9	18	28	21
<b>Total</b>	<b>255</b>	<b>218</b>	<b>232</b>	<b>392</b>	<b>253</b>





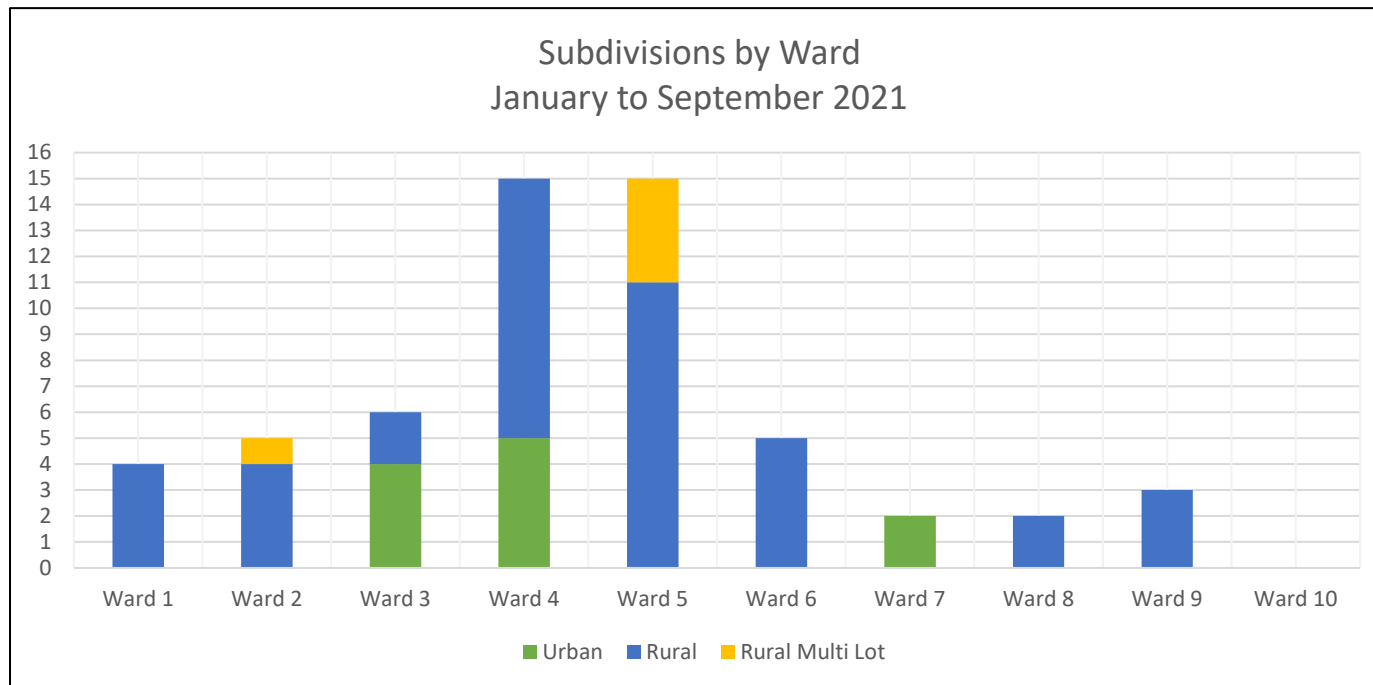
**Approved Development Permits by Ward**  
**January to September 2021.**

<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	28	30	37	39	33	14	8	6	10	0	<b>205</b>
Industrial & Commercial	1	1	16	4	0	0	3	1	0	1	<b>27</b>
Other	1	3	5	3	3	2	3	1	0	0	<b>21</b>
<b>Total</b>	<b>30</b>	<b>34</b>	<b>58</b>	<b>46</b>	<b>36</b>	<b>16</b>	<b>14</b>	<b>8</b>	<b>10</b>	<b>1</b>	<b>253</b>



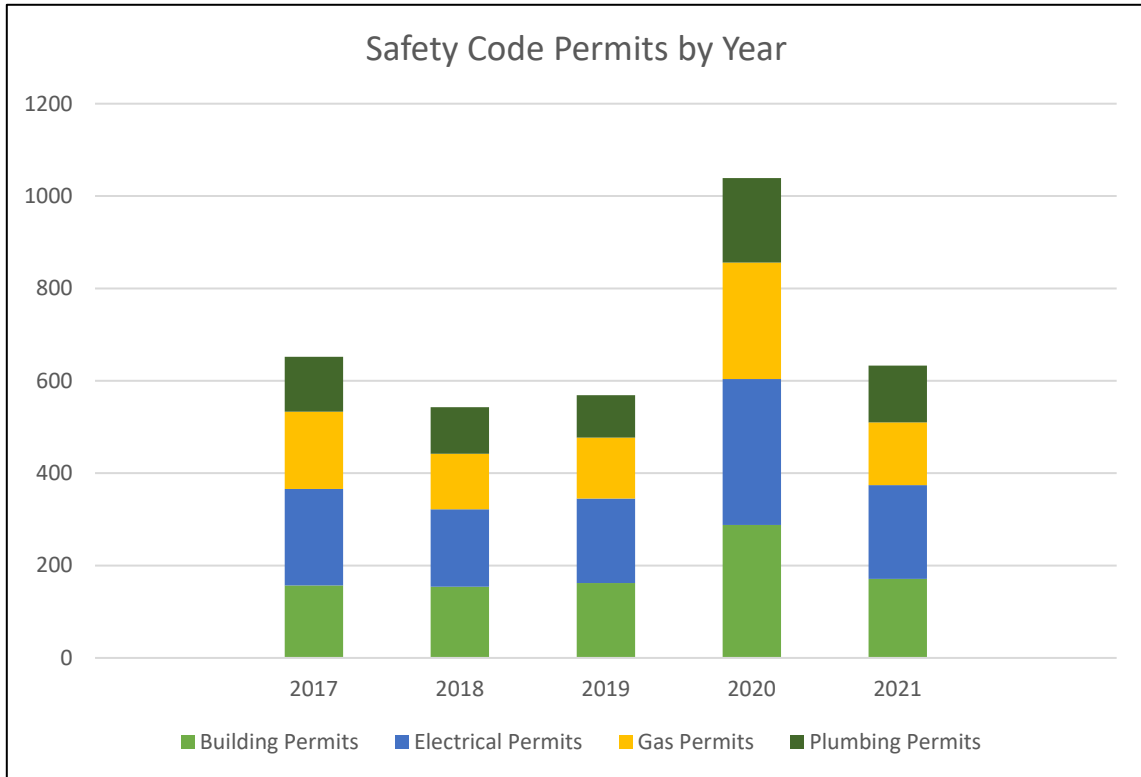
**Subdivision Applications by Ward**  
**January to September 2021.**

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	5	0	0	2	0	0	0	11
Rural	4	4	2	10	11	5	0	2	3	0	41
Rural Multi Lot	0	1	0	0	4	0	0	0	0	0	5
<b>Total</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>15</b>	<b>15</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>57</b>



**Total Issued Safety Code Permits by Year**

<b>Type of Safety Codes</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021* (Jan-Sept)</b>
Building	157	154	162	288	171
Electrical	209	168	183	316	203
Gas	167	120	132	252	136
Plumbing	119	101	92	183	123
<b>Total</b>	<b>652</b>	<b>543</b>	<b>569</b>	<b>1039</b>	<b>633</b>







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The minutes of the September 24, 2021 and the October 14, 2021 Municipal Planning Commission meetings are attached.

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

Author: K. Unrau Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of September 24, 2021 and October 14, 2021 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Friday, September 24, 2021 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Beth Kappelar Vice Chair, MPC Member  
David Driedger Councillor, MPC Member  
Jacquie Bateman Councillor, MPC Member (virtual) (arrived  
in person at 10:27 a.m.)  
Tim Driedger MPC Member

**ADMINISTRATION:** Byron Peters Deputy CAO  
Lynda Washkevich Development Officer  
Nicole Friesen Development Officer  
Madison Dyck Development Officer  
Ryleigh-Raye Wolfe Environmental Planner  
Kristyn Unrau Administrative Assistant/Recording  
Secretary

**MEMBERS OF THE PUBLIC:** John Neufeld La Crete Coop Petroleum  
James Wieler

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:06 a.m.

**2. ADOPTION OF AGENDA**

**MPC 21-09-148 MOVED** by Beth Kappelar

That the agenda be adopted with the following addition: 6.c) 29-SUB-20

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 21-09-149 MOVED** by David Driedger

That the minutes of the September 9, 2021 Municipal Planning

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\_\_\_\_\_

Commission meeting be adopted as presented.

**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- a) 252-DP-21 La Crete Coop Ltd. (Expansion)  
Bulk Fuel Storage & Distribution  
In LC-MS” Plan 902 2145, Block 21 (La Crete)**

Jacquie Bateman arrived in person at 10:27 a.m.

**MPC 21-09-150 MOVED** by David Driedger

That Development Permit 252-DP-21 on Plan 902 2145, Block 21 in the name of La Crete Coop Ltd. be TABLED to allow for a public engagement in regards to issues of heavy truck traffic on 100 street.

**CARRIED**

John Neufeld & James Wieler left at 10:43 a.m.

- b) 249-DP-21 Ray Towes/Hydway Hardware  
Accessory Building in “FV-CC”  
Plan 2938RS, Block 3, Lot 16  
(4901 49 Avenue) (Fort Vermilion)**

**MPC 21-09-151 MOVED** by David Driedger

That Development Permit 249-DP-21 on Plan 2938RS, Block 03, Lot 16 in the name of Ray Toews/Hydway Hardware be APPROVED with the following conditions:

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

1. Minimum building setbacks:
  - a. 3.1 meters (10 feet) rear yard
  - b. 1.5 meters (5 feet) side yard
2. The Accessory Building shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other

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requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.

3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. The Accessory Building shall not be used as a dwelling.
5. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

#### **CARRIED**

- c) **253-DP-21 Fort Vermilion School Division  
Portable Unit (Classroom) in "I"  
Plan 782 0147, Block 12 (10202 94 Avenue) (La Crete)**

#### **MPC 21-09-152 MOVED** by Beth Kappelar

That Development Permit 253-DP-21 on Plan 782 0147, Block 12, in the name of Fort Vermilion School Division be APPROVED with the following conditions:

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

1. **Minimum building setbacks:**
  - a. **7.6 meters (25 feet) front yard;**
  - b. **1.5 meters (5.0 feet) side yards;**
  - c. **3.0 meters (10 feet) rear yard; from any other property**

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

**lines.**

2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
3. The undercarriage of the Portable Unit (Classroom) shall be screened from view by skirting or such other means satisfactory to the Development Authority.
4. No accessory building erected/or moved onto the site shall be used as a dwelling.
5. **All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.**
6. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operations Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards at the developer's expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- d) **254-DP-21 Jeff Plett  
Home Based Business Minor in "H-R1"  
Plan 752 1580, Block 8, Lot 8 (10206 99 Avenue)  
(La Crete)**

**MPC 21-09-153** **MOVED** by David Driedger

That Development Permit 254-DP-21 on Plan 752 1580, Block 8, Lot 8 in

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

the name of Jeff Plett be APPROVED with the following conditions:

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

1. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a County business license is not maintained in good standing.**
3. **There shall be a limit of 1 cord of firewood stored in the front yard.**
4. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
5. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.
6. The Municipality has assigned the following address to the noted property (**10206 – 99<sup>th</sup> Avenue**). You are required to display the address (**10206**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
9. The sign shall not be placed within the Road Right of Way.
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,

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

- b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
12. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
  13. Wiring and conduits of any signs must be concealed from view.
  14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
  15. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- e) **260-DP-21 La Crete Sawmills  
Industrial Use, Heavy (Biomass Fuel Burner)  
Plan 892 2718, Lot 2 (La Crete Rural)**

**MPC 21-09-154** **MOVED** by Tim Driedger

That Development Permit 260-DP-21 on Plan 892 2718, Lot 2 in the name of La Crete Sawmills be APPROVED with the following conditions:

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

1. The proposed use must be a minimum of 210 feet from the center of Highway 697.
2. Remaining minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.**

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

4. **All conditions and requirements from other Government agencies are to be met to their specifications and standards, including any conditions and requirements of the Alberta Utilities Commission “AUC” and the Alberta Energy Regulator “AER”.**
5. **This permit approval is subject to approval from Alberta Transportation and other applicable Government agencies. The developer is required to obtain written approval from Alberta Transportation and any other applicable Government agencies regarding the proposed development prior to the commencement of the development.**
6. The Industrial Use, Heavy shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
8. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers’ expense.**
9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**6. SUBDIVISIONS**

- a) **37-SUB-21 Simon Driedger REVISION  
2.07 acre Subdivision (1 lot)  
Plan 192 3085, Block 27, Lot 10 (La Crete, in Hamlet)**

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\_\_\_\_\_

**MPC 21-09-155 MOVED** by Beth Kappelar

That Subdivision Application 37-SUB-20 in the name of Simon & Katharina Driedger on Plan 192 3085, Block 27, Lot 10 be TABLED until the revised Tentative Plan is received from the surveyor.

**CARRIED**

- b) 58-SUB-21 Grant Smith  
11.02 acre Subdivision (1 lot)  
NW 1-109-12-W5M (Fort Vermilion Road)**

**MPC 21-09-156 MOVED** by Beth Kappelar

That Subdivision Application 58-SUB-21 in the name of Grant Smith on NW 1-109-12-W5M be APPROVED with the following conditions:

1. This approval is for one (1) **TYPE B** subdivision, 11.2 acres (4.53 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality;
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.**
  - b) **Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding;**
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense;
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015;
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780)928-3983 to discuss the requirements for your subdivision;**

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

**CARRIED**

- c) **29-SUB-20 Elizabeth Wieler & Helen Wiebe (Addition)  
10.00 acre Subdivision (2 lots) TIME EXTENSION  
NW 19-107-14-W5M (Blumenort)**

**MPC 21-09-157** **MOVED** by Beth Kappelar

That a one year time extension be granted for 29-SUB-20 in the name of Elizabeth Wieler & Helen Wiebe.

**CARRIED**

**7. MISCELLANEOUS ITEMS**

a) None

**8. IN CAMERA**

a) None

**9. MEETING DATES**

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\_\_\_\_\_

❖ Thursday, October 14<sup>th</sup>, 2021 @ 10:00 a.m. in La Crete

**10. ADJOURNMENT**

**MPC 21-09-158 MOVED** by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 11:00 a.m.

**CARRIED**

These minutes were adopted this 14<sup>th</sup> day of October, 2021.

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Erick Carter, Chair, MPC Member



**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, October 14, 2021 @ 10:00 a.m.**

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

**ADMINISTRATION:** Caitlin Smith Manager of Planning and Development  
Nicole Friesen Development Officer  
Kristyn Unrau Administrative Assistant/Recording Secretary

**MEMBERS OF THE PUBLIC:** Barry Neufeld La Crete Coop Petroleum  
John Neufeld

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:09 a.m.

**2. ADOPTION OF AGENDA**

**MPC 21-10-159 MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 21-10-160 MOVED** by David Driedger

That the minutes of the September 24, 2021 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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\_\_\_\_\_

**b) Business Arising from Pervious Minutes**

i) 100 Street Meeting Outcomes

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

**a) 252-DP-21 La Crete Coop Ltd.  
Bulk Fuel Storage & Distribution (Bulk Fuel Sales)  
In LC-MS” Plan 902 2145; 21 (La Crete)**

**MPC 21-10-161 MOVED** by Beth Kappelar

That Development Permit 252-DP-21 on Plan 902 2145, Block 21 in the name of La Crete Coop Ltd. be APPROVED with the following conditions:

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

- 1. All conditions and regulation set out by the Safety Codes Council of Alberta are to be met to their specifications and standards. Copy of the approval from Safety Codes Council of Alberta must be submitted to Mackenzie County prior to operation. Failure to do so will render this permit Null and Void.**
- 2. The developer must enter into a development agreement with Mackenzie County.**
- 3. An Environmental Containment Plan shall be completed and a copy submitted to Mackenzie County prior to any construction. Failure to do so will render this permit Null and Void.**
- 4. The landowner/developer shall provide a remediation certificate from the province of Alberta to Mackenzie County within three (3) years of vacating the site.**
5. Minimum building and Bulk Fuel station setbacks;
  - a. 9.1 meters (30 feet) from the front yard facing 100<sup>th</sup> Street, and
  - b. 3.1 meters (10 feet), from the rear (East) yard.

6. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. **Access to be constructed to Mackenzie County standards and paved at the developers' expense.**
7. **The developer must enter into a road use and/or road upgrade agreement with Mackenzie County, and all reasonable efforts shall be taken to ensure that all transporting/hauling traffic will access the site via the designated Mackenzie County truck route.**
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
9. **The exterior yards shall be landscaped to the satisfaction of the Development Authority. Landscaped strips are required between the fuel pumps or tanks and the right of way (100 Street & 101 Street). The landscaped strips shall be a minimum of 3.1 m in width and consist of a combination of grass, shrubs and trees.**
10. The property must at all times be kept in a neat and orderly fashion.
11. Provide adequate clear signage locating exits, entrance and parking, as required by the Development Authority.
12. The municipality has assigned the following address to the noted property **10502-100<sup>th</sup> Street**. You are required to display the address (**10502**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
13. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
14. The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
  - a. Erosion prevention systems, as required
  - b. Direction of site drainage
  - c. Petroleum spill containment and or separation system
15. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2015.

16. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
17. The sign shall be located a minimum of:
  - a. 20 meters from regulatory signs, and
  - b. Not less than 7 meters and not more than 10 meters from the curb/sidewalk.
18. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
19. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
20. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
21. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
22. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

**CARRIED**

Barry Neufeld and John Neufeld left at 10:15 a.m.

- b) **269-DP-21 Foothills Carpentry Ltd.  
Two (2) Tarp Shelters in "LC-HI"  
Plan 142 3831; 4; 4 (9207-106 Ave) (La Crete)**

**MPC 21-10-162** **MOVED** by Tim Driedger

That Development Permit 269-DP-21 on Plan 142 3831, Block 04, Lot 04 in the name of Foothills Carpentry Ltd. be APPROVED with the following conditions:

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

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

1. **This permit expires October 20, 2023, should the Tarp Shelters need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.**
2. Minimum building setbacks;
  - a) 9.1 meters (30 feet) facing 106<sup>th</sup> Avenue;
  - b) 9.1 meters (30 feet) exterior side (East) yard;
  - c) 3.1 meters (10 feet) interior side (West) yard; and
  - d) 3.1 meters (10 feet) rear (South) yard; from the property lines.
3. **The Tarp Shelters shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

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

6. **SUBDIVISIONS**

a) None

7. **MISCELLANEOUS ITEMS**

a) None

8. **IN CAMERA**

a) None

9. **MEETING DATES**

a) None

10. **ADJOURNMENT**

**MPC 21-10-163** **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:19  
a.m.

**CARRIED**

These minutes were adopted this 14<sup>th</sup> day of October, 2021.

---

Erick Carter, Chair, MPC Member



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Inter-Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of September 28, 2021 Inter-Municipal Planning Commission meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Inter-Municipal Planning Commission meeting minutes of September 28, 2021 be received for information.

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



## INTER – MUNICIPAL PLANNING COMMISSION MEETING

**Tuesday, September 28, 2021**  
**7:00 p.m.**  
**via Zoom**

**PRESENT:** Mike Morgan Chair, Councillor – Town of High Level  
William Driedger Vice Chair, Member at Large – Mackenzie County  
Brent Anderson Councillor – Town of High Level  
Jacquie Bateman Councillor – Mackenzie County

**ADMINISTRATION:** Caitlin Smith Manager of Planning & Development  
(Mackenzie County) Lynda Washkevich Development Officer/Recording Secretary

(Town of High Level) Hayley Gavin Land Use & Planning Manager  
Zachary Mezzatesta Land Use & Planning Officer

**ABSENT:** David Driedger Councillor – Mackenzie County

### **MOTION**

#### **1. CALL TO ORDER**

Mike Morgan called the meeting to order at 7:00 p.m.

#### **2. ADOPTION OF AGENDA**

**IMPC 21-09-005** **MOVED** by William Driedger

That the agenda be amended as follows: The agenda date of Thursday, September 28, 2021 to be changed to Tuesday, September 28, 2021.

**CARRIED**

#### **3. MINUTES**

**a) Inter-Municipal Planning Commission Meeting Minutes**

**IMPC 21-09-006** **MOVED** by Jacquie Bateman

That the minutes of the July 7, 2021 Inter-Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

#### **4. REVIEW OF IMPC AGREEMENT**

**a) Terms of Reference**

Administration concluded that there will be an amendment to the existing IMPC Agreement to include a clause regarding the ability for either Municipality to waive quorum for IMPC business.

## **5. DELEGATIONS**

None.

## **6. BUSINESS**

### **a) Development Permit Application 251-DP-21 HLDQ Restaurant – Sign in “A” (Rural High Level)**

**IMPC 21-09-007**

**MOVED** by Jacquie Bateman

That Development Permit 251-DP-21 on SW 9-110-19-W5M in the name of HLDQ Restaurant be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.**
3. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
4. The sign shall:
  - a. Be located a minimum of 200 meters from regulatory signs, and
  - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
5. The sign shall be a minimum of 2 meters in height from the

bottom of the sign above the road.

6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
7. **The sign shall:**
  - a. **Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
  - b. **Not unduly interfere with the amenities of the district,**
  - c. **Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and**
  - d. **Not create visual or aesthetic blight.**
8. Wiring and conduits of the sign must be concealed from view.
9. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.
10. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
11. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

**CARRIED**

**6. MEETING DATE DATES**

To be decided.

**7. ADJOURNMENT**

**IMPC 21-09-008**

**MOVED** by Brent Anderson

That the Inter – Municipal Planning Commission Meeting be  
adjourned at 7:05 p.m.

**CARRIED**

These minutes were adopted this \_\_\_\_\_.

\_\_\_\_\_  
Chair



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 27, 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
- 2021-09-15 Alberta Transportation
- 2021-09-10 Town of Sundre – Code of Conduct
- 2021-10-13 Alberta Community & Social Services
- 2021-09-10 Town of Sundre – RCMP Retroactive Pay
- 2021-10-04 County of Vermilion River
- CN's 2021-2022 Grain Plan
- Alberta's Crown Land Outdoor Recreation Economy
- 2021-06-23 REDI Meeting Minutes
- 202-09-07 MCLB Meeting Minutes
- FCSS Update

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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

## Mackenzie County Action List as of October 12, 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 submitted
<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
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Received some follow-up from Ministers Office. Continue to follow-up.
November 13, 2018 Regular Council Meeting			
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	John	In progress 2021-03-09 Council
November 5, 2019 Regular Council Meeting			
19-11-676	That Mackenzie County representatives appointed to a provincial task force must provide regular written reports to council, shall immediately forward all task force material and information to council and CAO, and shall receive specific, prior approval from council to represent views or negotiate on behalf of the County.	Council	Discussed at COW
January 29, 2020 Regular Council Meeting			
20-01-055	That Administration move forward with applying for Recreational Leases for the Bistcho Lake cabin areas and consideration be given to the work being done by the Caribou Sub-regional Task Force.	Don	On hold. Pursuing reinstatement of commercial fishing.
20-01-067	That a letter be sent to the Minister of Municipal Affairs in regards to the Section 627(3) of the Municipal Government Act that relates to the number of councillor's on a Subdivision and Development Appeal Board.	Byron	In progress CC:RMA & AUMA
June 5, 2020 Special Council Meeting			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
June 15, 2020 Special Council Meeting			
20-06-373	That the Fort Vermilion future development continue to be investigated.	DRT	Ongoing
June 24, 2020 Regular Council Meeting			
20-06-383	That applications be submitted for the three boat launch locations and that the Mackenzie County Search and Rescue River Access Plan be amended to include the additional access sites as identified in the 1991 Recreation Sites in the Lower Peace River Valley Report and be brought back to Council for approval.	Don	Application submitted for three boat launches.  River Access Plan in progress.
20-06-396	That second reading of Bylaw 1181-20 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1" to accommodate a Manufactured Home-Mobile be TABLED.	Caitlin	Tabled due to flood recovery process.
July 15, 2020 Regular Council Meeting			



Motion	Action Required	Action By	Status														
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP 2022 Budget														
November 25, 2020 Regular Council Meeting																	
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. No Change														
20-11-759	That administration proceed with developing consolidated offsite levy bylaws on a per improvement basis.	Byron	Tabled at 2021-09-14 Council Meeting														
20-11-774	That a letter be sent to Alberta Health Services regarding critical staff shortages in Northwest Alberta.	Len	In progress														
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														
20-12-805	That administration request that the province waive/reimburse fees associated with the River Search & Rescue Access Plan approvals.	Don	Drafting a letter to AEP														
20-12-808	Administration bring forward a policy review at each Committee of the Whole Meeting.	Len	Ongoing														
January 12, 2021 Regular Council Meeting																	
21-01-033	That administration request meetings with the following Ministries during the 2021 Rural Municipalities of Alberta (RMA) Spring Convention to discuss the following policy items or issues:  <table border="1" data-bbox="321 1339 980 1885"> <thead> <tr> <th>Ministry:</th> <th>Priority Topics:</th> </tr> </thead> <tbody> <tr> <td>Municipal Affairs</td> <td>Disaster Recovery Petition to Form a New Municipality</td> </tr> <tr> <td>Transportation</td> <td>Bridge at Tompkins Landing High Wide Load Corridor</td> </tr> <tr> <td>Agriculture &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> </tbody> </table>	Ministry:	Priority Topics:	Municipal Affairs	Disaster Recovery Petition to Form a New Municipality	Transportation	Bridge at Tompkins Landing High Wide Load Corridor	Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update	Health	La Crete Birthing Centre	Environment & Parks	Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison	Energy	Transportation Corridor	Collen Len	In progress
Ministry:	Priority Topics:																
Municipal Affairs	Disaster Recovery Petition to Form a New Municipality																
Transportation	Bridge at Tompkins Landing High Wide Load Corridor																
Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update																
Health	La Crete Birthing Centre																
Environment & Parks	Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison																
Energy	Transportation Corridor																

Motion	Action Required	Action By	Status
	Solicitor General Fort Vermilion Courthouse		
January 26, 2021 Committee of the Whole Meeting			
COW-21-01-007	That administration work with the landowner for farmland access options and bring a recommendation to Council.	Byron	
January 27, 2021 Regular Council Meeting			
21-01-052	That administration investigate all costs associated with the ownership of the Fire Truck unit #9132, purchased under Section 10.11 of the Regional Service Sharing Agreement and that the transfer of ownership be TABLED.	Jennifer	Included in RSSA
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	Designation removed, waiting on land transfer
February 9, 2021 Regular Council Meeting			
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
February 24, Regular Council Meeting			
21-02-146	That the Agricultural Land Development & Lease Proposals for NW 6 & SW 7-109-19-W5 be TABLED until further discussion with bidder.	Grant	Drafting
March 9, 2021 Regular Council Meeting			
21-03-185	That administration include Option 4 - being place a new building on higher ground (new location) in the flood recovery work for the Fort Vermilion Airport, and that a detailed budget amendment to fund the works be presented to council prior to issuing a tender for the recovery/mitigation works.	Byron	Working with engineers
March 24, 2021 Regular Council Meeting			
21-03-212	That the Caretaking – Fort Vermilion Waste Transfer Station Tenders be retendered.	Don	
21-03-213	That the hours are changed to 5:00 p.m. to 9:00 p.m. on Tuesdays and Thursdays at the Fort Vermilion Transfer Station.	Don	
21-03-240	That the 2021 Capital budget be amended to include \$1,100,000 for the La Crete North Storm – Pond A, with	John Jen	Completes

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	funding coming from Debenture, and future off-site levies.		
21-03-246	That administration be authorized to proceed with the sale of the land and transfer of title for amalgamation back into the quarter.	Caitlin	Waiting on land transfer
April 13, 2021 Regular Council Meeting			
21-04-313	That administration proceed with further developing the Offsite levy bylaw taking into consideration the average Canadian offsite levy is 2.5% –5 %.	Byron	Motion 20-11-759
April 28, 2021 Regular Council Meeting			
21-04-337	That Mackenzie County support and submit the 2021 FRIAA grant funding proposal for Mackenzie County FireSmart Home Assessments (EOI-21-13) project.	Don	
May 11, 2018 Regular Council Meeting			
21-05-391	That administration reach out to non-profit organizations for proposals to proceed with a "Fall Community Clean-up" and bring back findings to Council.	Don	In progress
21-05-419	That administration develop a Charitable Donations Policy.	Jen	In Progress
21-05-429	That administration proceed with submitting an offer to purchase for the land required for Storm Pond "A" as per policy and discussion.	Byron	Waiting on title transfer
May 26, 2021 Regular Council Meeting			
21-05-462	That Administration proceed with issuing a Request for Proposals for the detail design and construction engineering for the La Crete North Sanitary Trunk Sewer.	Byron	In progress
21-05-464	That administration proceed with upgrading the airport lighting at the Fort Vermilion (Wop May) Airport from halogen to LED.	Byron	
June 8, 2021 Regular Council Meeting			
21-06-497	That administration move forward to attempt to accommodate the Senate Selection and Referenda Votes, excluding the use of Special Ballots.	Len/Carrie	
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Len	
June 23, 2021 Regular Council Meeting			
21-06-543	That Mackenzie County acquire 3m of land on the east side for the future road widening of 100 Street.	Caitlin	CM 21-09-632
21-06-546	That the Minister of Agricultural and Forestry be invited to a Council meeting.	Len	

Motion	Action Required	Action By	Status
<b>July 14, 2021 Regular Council Meeting</b>			
21-06-226	That administration work with the Ferry Campground to formulate a plan to obtain the lease for the creation of a new campground.	Don	In progress
21-07-531	That the property at 1030 Tower Road in Zama be publicly advertised and put up for sale with a closing date of August 14, 2021.	Jen	Ongoing
21-07-532	That Unit 1051 be sent to La Crete Auction Mart for the July 24, 2021 consignment sale.	Willie	
21-07-540	That Councillor Jorgensen works with administration on submitting comments regarding the Draft Conservation Agreement for Wood Bison.	Byron	
21-07-541	That Mackenzie County apply for the Canada Community Revitalization Fund in the amount of \$500,000 to fund downtown improvements for Fort Vermilion.	Byron	
<b>August 17, 2021 COW Meeting</b>			
21-08-084	That administration bring back a 10-15 year history for lodge payments.	Jen	Remove, presented at Sept 14
<b>August 18, 2021 Regular Council Meeting</b>			
21-08-563	That Administration advertise Bylaw 1231-21 to include an amendment to the deferral option to include a four (4) year deferral program as discussed.	Caitlin	Advertised. Public hearing at 2021-09-14 CM
21-08-568	That the budget be amended by \$7,500 to hire a nonprofit group to split and stack the fire wood at the La Crete Lagoon with funding coming from the General Operating Reserve.	Jen	Remove, presented at Sept 14
21-08-574	That the County supply furnishings for the Zama rental properties and that Policy ADM051 the Facility Rental Policy and the Fee Schedule Bylaw 1194-20 be brought back to the next Council Meeting for amendment.	Don	Complete
21-08-586	That Mackenzie County waive the Off-Site Levy and Municipal Reserve fees for the donated portion (11.89 acres) of NE 9-106-15-W5M to facilitate the development of a new Medical Facility in the Hamlet of La Crete.	Caitlin	At time of development
<b>September 14, 2021 Regular Council Meeting</b>			
21-09-607	That Leaders International be engaged for CAO Recruitment.		
21-09-608	That the Bursary recipient repay half of the bursary due to evacuation/Canada Post issues.	Jen	Letter sent

Motion	Action Required	Action By	Status
21-09-609	That Council award 1 recipient as presented for the total of \$1000.	Jen	Letter sent
21-09-610	That a tender for the maintenance of Zama Access Road be advertised.	Jeff	
21-09-611	That a tender for the maintenance of Chateh road be advertised.	Jeff	
21-09-612	That administration advertise for a grader operator/equipment operator position for the Zama area.	Jeff	
21-09-615	That the bid received for the Fort Vermilion Waste Transfer Station caretaking Contract be rejected due to budget and be retendered with an opening date of October 12, 2021.	Don	
21-09-618	That the 2021 Operating budget be amended by \$94,967 for the Gravel Pit Clearing & Overburden Removal to \$394,967 with funds coming from the General Operating Reserve.	Jen	Complete
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	
21-09-632	That administration bring back to the next meeting remaining portion of 100 A street that isn't required for future intersections.	Caitlin	In progress
21-09-634	That the budget for the Hamlet of Zama –Water Treatment Plant Upgrading Project be amended by an additional \$220,000 with funds coming from the Water & Sewer Infrastructure Reserve.	Jen	Complete
21-09-637	That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.	Grant	
21-09-638	That the 2021 Zama Trailer Furnishings One Time Project Budget be amended to include an additional \$8,500 with funding coming from the General Operating Reserve.	Jen	Complete
21-09-644	That a commemorative sign be placed at the Heritage Centre in La Crete and the Fort Vermilion lean-to museum highlighting the contribution that Bill Neufeld had in the paving of the Hwy 88 Connector.	Don/Len	
21-09-646	That council organize meetings with the 17 municipalities at the 2021 Fall RMA conference to discuss the Fire Bans in Hamlets within the Forest protection Areas and followed with a meeting with the Minister of Agriculture & Forestry.	Carrie/Len	

Motion	Action Required	Action By	Status
21-09-657	That the Tax Recovery Auction for properties under tax arrears be set for February 23, 2022.	Jen	In Progress
21-09-658	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.	Byron	
21-09-660	That the 2021 One Time Project Budget be amended to include \$125,000, for the Asset Management project with \$75,000 in funding coming from the General Operating Budget, and \$50,000 from Municipal Asset Management Program (MAMP) grant.	Jen	Complete
21-09-662	That administration obtain verbal estimates for the cost of removing the 2 bridges on highway 88.	Len	
21-09-667	That information regarding action item 16-05-354 be put together and a meeting requested with AEP at fall RMA convention.	Carrie	
<b>October 12, 2021 Budget Council Meeting</b>			
21-10-673	That the Frontier Veterinary Services Contract be extended for one year ending December 31, 2022.	Grant	
21-10-677	That the Strom Pond "A" Budget be amended by \$40,000 with funds coming from the Water and Sewer Infrastructure Reserve.	Jen	Complete
21-10-680	That the unqualified (due to missing Mackenzie County Business License) 'Road Maintenance – Grader Service' Tenders be returned to the senders without opening Envelope #2.	Jeff	
21-10-686	That administration allocate \$2,294,400 from Unrestricted Surplus to the General Capital Reserve in the amount of \$1,540,000, and the Surface Water Management Reserve in the amount of \$ 754,400.	Jen	Complete
21-10-689	That the job description for the Equipment Operator II in Zama be modified and re advertised as an out of scope position.		
21-10-691	That the Office Shower project be renamed to Council Chambers Windows.		Complete
21-10-693	That administration incorporate the 2021 One Time Carry Forward projects in the Draft 2022 Operating budget as discussed.		In Progress
21-10-694	That the review of 2022 On Time Projects discussion be TABLED for future discussion.		
21-10-696	That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at		

Motion	Action Required	Action By	Status										
	assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.												
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.												
21-10-699	<table border="1"> <tr> <td data-bbox="326 497 613 548">Minister of Infrastructure</td> <td data-bbox="613 497 980 548">Birthing Centre</td> </tr> <tr> <td data-bbox="326 548 613 674">Minister of Environment</td> <td data-bbox="613 548 980 674">Bridge Campsite Crown Land Recreation Tree Salvage Hay Zama Bison</td> </tr> <tr> <td data-bbox="326 674 613 821">Minister of Municipal Affairs</td> <td data-bbox="613 674 980 821">Municipal Downloading Petition Taxation Lease Lands (non energy) Disaster Services Funding Agreement</td> </tr> <tr> <td data-bbox="326 821 613 894">Minister of Ag &amp; Forestry</td> <td data-bbox="613 821 980 894">Tree Salvage Fire Ban</td> </tr> <tr> <td data-bbox="326 894 613 945">K-Division</td> <td data-bbox="613 894 980 945">Enhanced Police</td> </tr> </table>	Minister of Infrastructure	Birthing Centre	Minister of Environment	Bridge Campsite Crown Land Recreation Tree Salvage Hay Zama Bison	Minister of Municipal Affairs	Municipal Downloading Petition Taxation Lease Lands (non energy) Disaster Services Funding Agreement	Minister of Ag & Forestry	Tree Salvage Fire Ban	K-Division	Enhanced Police		
Minister of Infrastructure	Birthing Centre												
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Minister of Ag & Forestry	Tree Salvage Fire Ban												
K-Division	Enhanced Police												



ALBERTA  
TRANSPORTATION

*Office of the Minister*

September 15, 2021

AR 86870

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

Dear Reeve Knelsen:

Thank you for making time in your schedule to meet with me and my staff. It was a pleasure to meet with you and learn more about the local transportation opportunities and challenges you are facing.

I appreciate the conversation and your insights, which provided me with a greater understanding of the importance of the transportation infrastructure for communities in northeastern Alberta.

I have asked Ryan Konowalyk, Alberta Transportation's Regional Director for the Peace region to continue to work with you closely. Mr. Konowalyk can be reached at [ryan.konowalyk@gov.ab.ca](mailto:ryan.konowalyk@gov.ab.ca) or 780-618-6200.

If my office can be of any service to you, please don't hesitate to speak with my Chief of Staff, Ryan Hastman, who can be reached at [ryan.hastman@gov.ab.ca](mailto:ryan.hastman@gov.ab.ca) or 587-596-4951.

I look forward to continuing to work with you to advance our common goals of providing Albertans a safe, reliable, and efficient transportation system.

Sincerely,

Rajan Sawhney  
Minister of Transportation

cc: Ryan Hastman, Chief of Staff to the Minister  
Ryan Konowalyk, Regional Director, Alberta Transportation



September 10, 2021

Honourable Ric McIver  
Minister of Municipal Affairs  
320 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

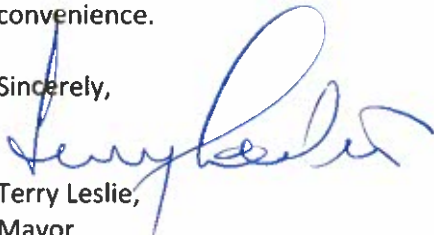
**RE: CODE OF CONDUCT**

At our last regular meeting of Council held on September 7, 2021, Council discussed correspondence received from the Town of Claresholm regarding the importance of continuing to keep the Council Code of Conduct Bylaw requirement as a legislated requirement.

The Town of Sundre would like to stand in solidarity with the Town of Claresholm and along with them, 'respectfully request that your ministry make sure that consultation with municipalities in Alberta is completed prior to any major changes being made to remove the requirement of the Councillor Codes of Conduct. We agree that having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council member's behaviour and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. The Town of Sundre requests that the Council Code of Conduct Bylaw requirement remains mandatory.'

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,  
Mayor  
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities



ALBERTA  
COMMUNITY AND SOCIAL SERVICES

*Office of the Minister*

October 13, 2021

Dear CSS Stakeholders:

Alberta's government is asking Community and Social Services service providers to consider implementing COVID-19 vaccination policies for their employees, if you have not already done so, to help keep clients, staff and all Albertans safe as we combat the fourth wave of the virus. Taking the steps necessary to have these measures in place as soon as possible will help all of us look out for our most vulnerable populations and help reduce the pressure on our province's health care system.

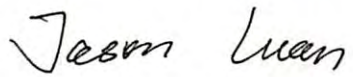
I know many service providers have already implemented COVID-19 vaccination policies, or are seeking legal and HR advice about how to adopt such an approach. We know that large providers and those serving seniors or the medically vulnerable have had these policies in place for weeks or longer. I want to thank all of you for investing the time and effort to take this important step to help us stop the spread of COVID-19. Thank you to the providers who have also implemented mandatory COVID-19 vaccination policies for new hires. Your efforts in this area are truly making a difference.

Many employers already ask employees to require proof of vaccination or a negative COVID-19 test. On September 30, the Premier announced a new requirement for the Alberta Public Service to submit proof of vaccination or provide a negative PCR or rapid testing result at their own cost. The Premier also encouraged all public employers, and specifically school authorities, to introduce similar policies. Alberta Health Services has required all employees and contracted healthcare providers – including physicians and other frontline healthcare workers – to be fully immunized for COVID-19 by October 31, 2021.

COVID-19 vaccines have been determined to be the best way to stop the spread of the virus. During this critical time we must do all we can to reinforce that message and to encourage as many Albertans as possible to get vaccinated.

Thank you for taking the time to consider the government's request. Thank you to your organization and your front-line staff for all that you do in service to our most vulnerable citizens. I appreciate your staff members' selflessness to help those in need. Their tireless dedication has been noticed.

Sincerely,

Handwritten signature of Jason Luan in black ink.

Jason Luan  
Minister of Community and Social Services

Handwritten signature of Jason Copping in blue ink.

Jason Copping  
Minister of Health

September 10, 2021

Premier Jason Kenney  
307 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

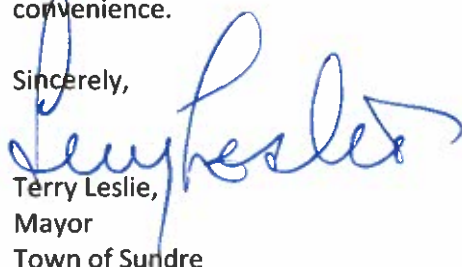
**RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY**

At our last council meeting on September 7, 2021, Council discussed the correspondence received earlier this summer from the Town of Claresholm requesting 'that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.'

The Town of Sundre would like to echo this sentiment. The Town of Sundre is a municipality with a total population of under 3,000 citizens, the tax increase implication that would result from being required to pay retroactively to the RCMP would, especially after the economic effects of the pandemic, be too great a burden to place upon our taxpayers.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,  
Mayor  
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA for Rimbey-Rocky Mountain House-Sundre  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities

October 4, 2021

Minister of Health  
423 Legislature Building  
10800-97 Ave  
Edmonton, AB T5K 2B6

To Honourable Copping,

The County of Vermilion River Protective Services includes eight fire stations, of which seven perform medical first response. This capacity has been delegated to those stations, which are often in a rural setting, with expected delays for advanced medical care such as those performed by paramedics.

The County of Vermilion River Fire Service (CVR FS) has an annual call volume of approximately 700 – 800 calls, with over 30 per cent of these being medical first response. The remainder of the calls, like motor vehicle collisions, also contain an element of patient care, meaning County Firefighters are a critical link in the pre-hospital survival chain.

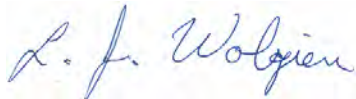
With improved statistical records, since February 2021, the numbers indicate that access to pre-hospital care, such as primary and advanced care paramedics, has been quite delayed in our region. Often, County Firefighters will be on-scene for 30 minutes or more, waiting for ambulance. This is a sharp increase from even two years ago, when County Firefighters showed up, provided patient care and usually were relieved within a 10 minute window. Call logs have also shown that ambulances that are dispatched are coming from outside the region, such as Elk Point, Wainwright and as far away as Cold Lake.



With the need for urgent medical intervention expected to raise in the future, a better plan has to be implemented to ensure that our rural residents get the care they deserve and that our volunteer first responders are not placed in an extended position of care and exposed to situations they are not equipped to perform.

The need for more staffing, ample access to advanced medical care and a reduction in dispatch delay must be addressed. The first hour, as you know, is the most critical.

Best regards,



Lonnie Wolgien, Reeve  
County of Vermilion River

Cc: Vermilion-Lloydminster-Wainwright MLA Garth Rowswell  
All Rural Municipalities



## North America's Railroad

### NEWS RELEASE

#### **CN Achieves Record Grain Movement for 2020-2021 Crop Year and Submits Its 2021-2022 Grain Plan**

***CN Delivers Record Results, Moving over 31 Million Metric Tonnes of Canadian Grain via Carload, Despite Unprecedented Challenges Over the Past Year***

***CN's 2021-2022 Plan Builds on Commitment to Fostering Growth and Supporting our Canadian Grain Partners***

**MONTREAL, August 3, 2021** – CN (TSX: CNR) (NYSE: CNI) announces that it has set a new record for the movement of Canadian grain and processed grain products via carload with over 31 million metric tonnes (“MMT”) moved during the 2020-2021 crop year. CN also filed and published its 2021-2022 Grain Plan on Friday July 30.

This record exceeds the previous record for carload movement of 29.4 MMT set in the 2019–2020 crop year. CN also moved over 1.1 MMT of grain from Western Canada via containers, with grain volumes moved from Eastern Canada in addition to these levels.

“As an essential transportation service to the economy, to our customers, supply chain partners, and the communities we serve, we remain committed to making capacity-enhancing investments to our network and to upgrade our rolling stock. These investments benefit our grain customers, as well as all those from the other sectors we serve. CN’s grain movement has been resilient during the pandemic, achieving 14 straight months of Canadian grain volume shipment records. We recognize that growing conditions across much of the Prairies have been very challenging as many producers face extremely hot and dry weather this year. Our dedicated team of railroaders will continue to work tirelessly with Canadian farmers, agri-organizations and grain customers to have the resources in place to move the upcoming harvest for the communities we proudly serve.”

- JJ Ruest, President and Chief Executive Officer, CN

Details of CN’s record success can be found in its annual Grain Plan, entitled *From Farm to Market*. This is the fourth year CN has produced a Plan in conjunction with key industry stakeholders. The Plan reviews CN’s performance during the previous crop year, assesses CN’s ability to move anticipated levels of grain during the upcoming crop year, and outlines specific steps that CN is taking to ensure it has the necessary capacity to move grain safely and efficiently for the benefit of farmers, customers and supply chain partners. The Grain Plan is also available on CN’s website at [www.cn.ca/grain](http://www.cn.ca/grain). CN will continue to publish monthly updates to the Plan.

In May 2021, CN announced its plans to acquire 1,000 new-generation, high-capacity, grain hopper cars. These innovative railcars will help meet the growing needs of grain farmers and grain customers, and are part of a larger 3,500 hopper car fleet renewal program over the next three years. Building on CN’s on-going grain hopper car fleet renewal program that began in 2018, CN’s new generation fleet will grow to 6,000 hopper cars. During the

last five years, CN has invested more than C\$15 billion in capital equipment and infrastructure to ensure it has the network capacity to meet the needs of our customers. CN's overall investment plan reflects its determination to play a leading role in the economic recovery and to be part of the climate solution.

The proposed CN-Kansas City Southern combination will introduce new options for Canadian farmers and grain costumers to ship both grain and processed grain products. It will create a new single-line service to a wider array of destinations in the U.S. and Mexico, and will also create an end-to-end transportation network across North America, enhancing competition, spurring economic growth and delivering benefits to the local communities in which both railroads operate. To learn more about the CN-KCS combination, please visit [www.connectedcontinent.com](http://www.connectedcontinent.com).

### **About CN**

CN is a world-class transportation leader and trade-enabler. Essential to the economy, to the customers, and to the communities it serves, CN safely transports more than 300 million tons of natural resources, manufactured products, and finished goods throughout North America every year. As the only railroad connecting Canada's Eastern and Western coasts with the U.S. South through a 19,500-mile rail network, CN and its affiliates have been contributing to community prosperity and sustainable trade since 1919. CN is committed to programs supporting social responsibility and environmental stewardship.

### **Forward Looking Statements**

See Forward-Looking Statements on CN's website for a summary of the key assumptions and risks regarding CN's outlook.

- 30 -

#### **Contacts:**

##### **Media**

Mathieu Gaudreault  
Senior Advisor  
Media Relations  
1-833-946-3342  
[media@cn.ca](mailto:media@cn.ca)

##### **Investment Community**

Paul Butcher  
Vice-President  
Investor Relations  
(514) 399-0052  
[investor.relations@cn.ca](mailto:investor.relations@cn.ca)



# Alberta's Crown Land Outdoor Recreation Economy

Driving Sustainable Economic Growth,  
Diversification & Job Creation

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August 2021



## Territorial Acknowledgement

TIAA acknowledges that Alberta's crown land outdoor recreation takes place on traditional territory with respect of Treaties 6, 7, 8, 4 and 10. We further acknowledge the homelands of the Métis, the eight Métis Settlements, the six Métis Regions of the Métis Nation, and the diverse histories and cultures of all the Indigenous Peoples of these traditional territories. We are grateful to walk alongside our Indigenous brothers and sisters to respect, nurture, recreate on, and appreciate the land and waterways that make up what we now know of as Alberta.



Albertans are passionate and active outdoor recreation enthusiasts! With the prairies in the south and the east, the foothills and the mountains in the west, and the boreal forest in the north, Alberta is blessed with a rich natural heritage and an abundant diversity of outdoor recreation opportunities. Representing more

than **40 million hectares** of the province, access to healthy crown lands is the backbone of Alberta's booming outdoor recreation economy.

Outdoor recreation is a resource-based economy and, like all resource-reliant economies, understanding the supply and distribution of outdoor recreation resources is the first step in supporting a strong outdoor recreation economy.

This study was commissioned by the Tourism Industry Association of Alberta (TIAA) and informed through the contributions and guidance of nineteen (19) outdoor recreation user groups. Its intention was to quantify and report on outdoor recreation activity participation rates in Alberta, while capturing the geographic and economic distribution of these impacts, following accepted models and methods.

Notable is that Albertans spend **\$2.3 billion** on crown land outdoor recreation trips annually and another **\$376 million** on recreation equipment and related accessories for these trips. On average, Albertan outdoor enthusiasts spend **\$258 per day trip** and **\$757 per overnight trip**.

Although spending related to recreational trips to crown lands only accounts for 0.8 per cent of Alberta's GDP, the employment resulting from this spending is 6.1 times greater than the employment in the forest and logging industry. In addition, it equates to 63 per cent of the number of jobs in the agricultural industry.

Outdoor recreation is entering a new era with the private sector and governments on a global scale recognizing the immense social importance and impressive economic contributions of the outdoor recreation economy. In many countries, deliberate actions have been undertaken to invest in and grow the outdoor recreation economy.

To support Alberta's ability to unlock the potential of its outdoor recreation economy and, in the process, stem the growing leakage of visitation and recreational investment from Alberta to neighbouring provinces, this study proposes six specific action steps to grow Alberta's outdoor recreation economy.

# Crown Land Outdoor Recreation

## Crown land

Crown lands are one of the defining features of Alberta. These lands, owned by Albertans and stewarded by the provincial government on our behalf, have shaped the province's economy as a cherished part of Alberta's identity and Albertans' way of life. Comprising approximately 40 million hectares, or 60 per cent of the province, crown lands include public lands managed under the Public Lands Act, and provincial parks and protected areas managed under the Provincial Parks Act, Willmore Wilderness Park Act or Wilderness Areas, Ecological Reserves, Natural Areas and Heritage Rangelands Act.



©David Alberta

### Provincial parks and protected areas

Alberta's provincial parks and protected areas system boasts 472 sites representing approximately 6.6 per cent of the province. This includes lands designated as Wilderness Areas, Ecological Reserves, Heritage Rangelands, Willmore Wilderness Park, Wildland Provincial Parks, Natural Areas, Provincial Parks, and Provincial Recreation Areas under provincial legislation.

### Public lands

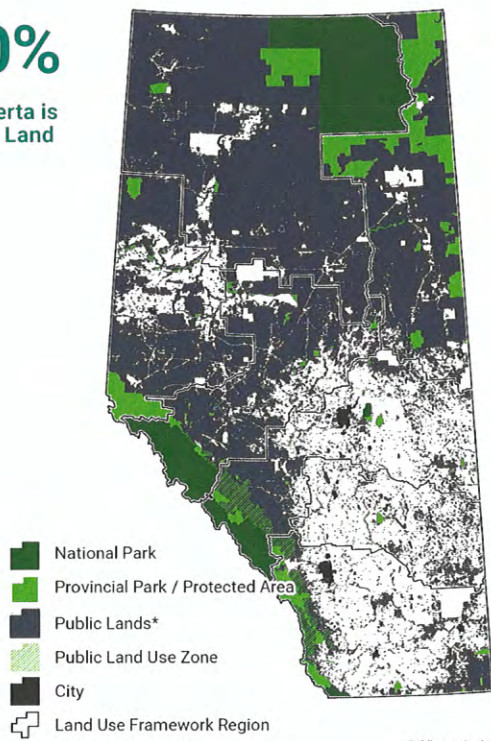
Public lands cover approximately 50.5 per cent of Alberta. Managed in accordance with the Public Lands Act, these lands support conservation, outdoor recreation, continued exercise of Treaty rights and resource-based industries, including tourism. To enable the better management of outdoor recreation, some public lands have been designated as Public Land Use Zones (PLUZ), Public Land Recreation Areas (PLRAs), and Public Land Recreation Trails (PLRTs).

For context and comparison purposes, national parks, which are managed by the federal government, have been included in this study to help understand the relative importance of provincial crown lands to Alberta's outdoor recreation economy.



# 60%

of Alberta is Crown Land



\*Public Lands shown are approximate



## Outdoor recreation

Crown land outdoor recreation is comprised of all day use and overnight outdoor recreation activities that occur on crown lands, including, but not necessarily limited to:

- Non-motorized and motorized recreation activities
- Land and water-based activities
- Consumptive (fishing, hunting) and non-consumptive activities
- Summer and winter activities.

### These activity categories make up Alberta's Outdoor Recreation Economy

- |   |   |   |
|---|---|---|
| <p> <b>Camping</b></p> <ul style="list-style-type: none"> <li>• Frontcountry campground</li> <li>• Backcountry campground</li> <li>• Random</li> </ul> <p> <b>Trail activities</b></p> <ul style="list-style-type: none"> <li>• Hiking / running / walking</li> <li>• Backpacking</li> <li>• Equestrian</li> </ul> <p> <b>Cycling</b></p> <ul style="list-style-type: none"> <li>• Road biking</li> <li>• Mountain / fat biking</li> <li>• BMX / dirt jumping</li> </ul> <p> <b>Motorized activities</b></p> <ul style="list-style-type: none"> <li>• ATV / side by aide</li> <li>• Off road motorcycle</li> <li>• 4x4</li> <li>• Snowmobiling</li> </ul> | <p> <b>Mountain activities</b></p> <ul style="list-style-type: none"> <li>• Rock climbing / bouldering</li> <li>• Mountaineering</li> <li>• Scrambling</li> <li>• Ice Climbing</li> </ul> <p> <b>Water activities</b></p> <ul style="list-style-type: none"> <li>• Swimming (lakes &amp; rivers)</li> <li>• Flat water paddling (canoe, kayak, SUP, sailing)</li> <li>• River based paddling (canoe, kayak, rafting, SUP)</li> <li>• Power boating (jet, prop)</li> </ul> <p> <b>Hunting</b></p> <ul style="list-style-type: none"> <li>• Shotgun / rifle</li> <li>• Bow</li> </ul> | <p> <b>Fishing</b></p> <ul style="list-style-type: none"> <li>• Fly &amp; spin</li> <li>• Ice fishing</li> </ul> <p> <b>Snow activities</b></p> <ul style="list-style-type: none"> <li>• Cross-country skiing</li> <li>• Snowshoeing</li> <li>• Downhill skiing / snowboarding</li> <li>• Alpine ski-touring / split boarding</li> </ul> <p> <b>Wildlife viewing</b></p> <p> <b>Photography</b></p> |
|---|---|---|



## Outdoor recreation opportunity

An outdoor recreation opportunity is the ability for an individual to take part in their desired activity, in a desired recreation setting, in a desired natural region.

$$[ \text{Activity} + \text{Setting} ] \times \text{Natural Region} = \text{Recreation Opportunity}$$

### BENEFITS



Community



Economic



Health + Wellness

## Shifting focus

Alberta's crown lands have long been recognized for the economic contribution they make through industries such as oil and gas, mining, grazing and forestry. The role these lands play in the context of growing a robust outdoor recreation economy have not been as widely recognized nor as deliberately pursued. As reaffirmed in [Alberta's 2020 Crown Land Vision](#), land used for outdoor recreation is viewed as a land use that simply needs to be managed to minimize impacts and conflicts with environmental values and land uses. Such a management philosophy has created a reactive approach to crown land outdoor recreation and an unrealized outdoor recreation economy. While other industries on crown land have articulated the contribution they make to Alberta's economy, and the government works to establish the conditions for those industries to succeed, Alberta's outdoor recreation economy has not received the same support. As a result, outdoor recreation on crown lands is not recognized or understood to be a major economic sector that holds significant potential to grow and diversify Alberta's economy.

*"There are gaps in how government manages recreation, ensures sustainability and safety, and maintains the natural environment of the places Albertans and visitors so enjoy. Land managers are facing challenges because of increasing demands for recreation and trails on public land."*

– Crown Land Vision

It's unequivocal, Alberta's crown lands and waters fuel the very activities that are at the heart of this booming industry and a shift in management focus is needed to secure the future potential of Alberta's outdoor recreation economy.





# Outdoor Recreation is a Resource Based Economy

No matter what the activity, Alberta's crown lands host the essential outdoor recreation resources that enable Alberta's outdoor recreation economy to thrive.

Just like other resource-based industries on crown lands, outdoor recreation relies on maintaining the integrity of and ensuring dependable access to both natural and built outdoor recreation resources (i.e. lakes, rivers, waterfalls, snow, glaciers, mountains, fish, wildlife, ecosystems, trails, campsites, staging areas, climbing areas, caves, scenery and recreation settings). Without access to and the wise management of these resources, the industry will not exist and certainly cannot grow.

472 provincial parks & protected areas



1,864 named lakes

19 Public Land Use Zones (PLUZs)



250 campgrounds & 14,000 frontcountry campsites in provincial parks & protected areas

5 national parks



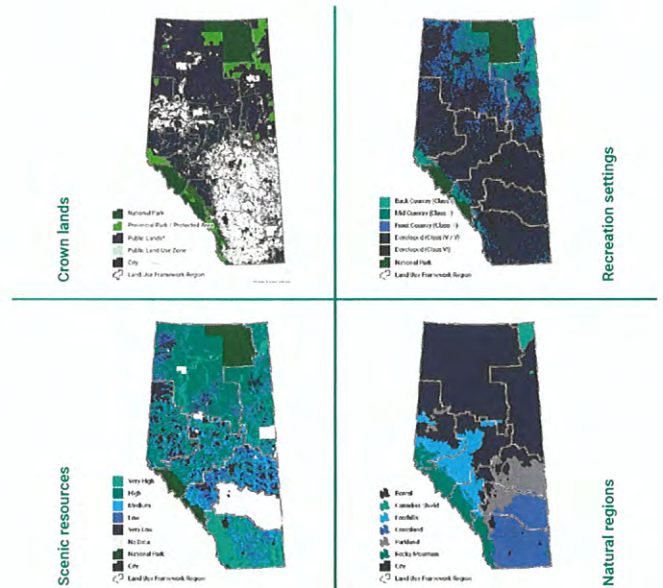
1,000's of kilometers of designated trails

## Outdoor recreation....

Yes, it's what Albertans do for fun. But it's so much more! Outdoor recreation is an opportunity to grow and diversify the economy, make the province a more appealing place to live and invest, while improving the health and well being of every Albertan.

## Alberta's outdoor recreation resources

Like all resource based economies, understanding the supply and distribution of outdoor recreational resources is the first step in supporting this distinctive economy. Though these are in need of updating, the Government of Alberta has led initiatives previously to map outdoor recreation features, recreation settings, scenic values on crown lands, in addition to mapping the province's natural regions. Collectively, and when up to date, these datasets can enable sound planning, policy development and decision making in support of the outdoor recreation economy. In their absence, our outdoor recreation resources cannot be meaningfully considered, championed or properly planned.





# Albertans are Passionate and Active Outdoor Enthusiasts

Albertans are estimated to have taken over 13.4 million outdoor recreation trips to crown lands (2019/20). More than ten million (78.4 per cent) of these trips were day trips and 2.9 million (21.6 per cent) were overnight trips.

Each year...

**33.0%**  
of all outdoor recreation trips by Albertans  
occur on public lands

**36.3%**  
occur in provincial parks and protected areas

**30.7%**  
occur in national parks

Public lands, which have historically received little proactive outdoor recreation planning, management or infrastructure investments, host 33 per cent of outdoor recreation trips annually.

Of Albertans surveyed...

**92.4%**  
visited public lands

**83.2%**  
visited provincial parks &  
protected areas

**74.8%**  
visited a national park

Crown lands throughout the province support Albertans' outdoor pursuits – but not equally. Of all crown land outdoor recreation trips:

**61.1%** occur in the South Saskatchewan

**23.0%** occur in the North Saskatchewan

**9.2%** occur in the Upper & Lower Athabasca

**3.5%** occur in the Upper & Lower Peace

**3.1%** occur in the Red Deer



## Outdoor recreation participation by region

### Upper & Lower Peace

- 464,000 trips  
3.5% of provincial total
- 51.7% are public land trips
- 47.8% are provincial parks & protected areas trips
- 0.6% are national parks trips

#### Top 3 activities

- Hike/run/walk (30%)
- Camping (11%)
- Cross-country skiing (9%)

### Upper & Lower Athabasca

- 1.24 million trips  
9.3% of provincial total
- 51.7% are public land trips
- 25.7% are provincial parks & protected areas trips
- 22.8% are national parks trips

#### Top 3 activities

- Hike/run/walk (19%)
- Fishing (13%)
- Boating on lakes (11%)

### North Saskatchewan

- 3.09 million trips  
23.1% of provincial total
- 29.4% are public land trips
- 29.9% are provincial parks & protected areas trips
- 40.6% are national parks trips

#### Top 3 activities

- Hike/run/walk (33%)
- Camping (12%)
- Skating/snowboarding (9%)

### Red Deer

- 426,000 trips  
3.2% of provincial total
- 48.4% are public land trips
- 51.6% are provincial parks & protected areas trips
- 0.0% are national parks trips

#### Top 3 activities

- Hike/run/walk (34%)
- Camping (16%)
- Fishing (7%)

### South Saskatchewan

- 8.2 million trips  
61.1% of provincial total
- 29.7% are public land trips
- 38.8% are provincial parks & protected areas trips
- 31.5% are national parks trips

#### Top 3 activities

- Hike/run/walk (30%)
- Camping (12%)
- Skating/snowboarding (8%)

\*Data source: Statistics Canada, as per regional analysis



## Outdoor recreation trip motivating activities by region & crown land type

Crown lands enable and support a wide diversity of outdoor recreational activities. However, in keeping with the distribution of crown land outdoor recreation resources, as well as existing regulations, activity participation varies by region and by crown land type.

### Top 5 activities motivating trips to crown land

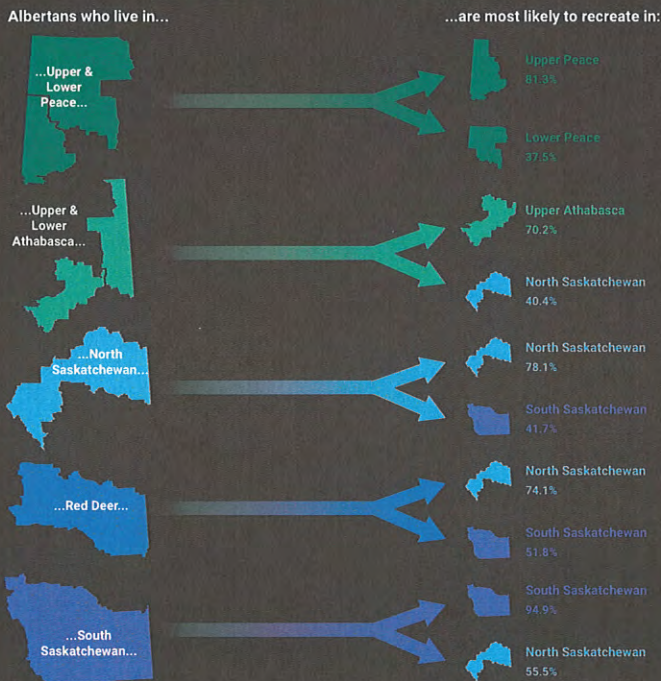


Though many activities occur on crown lands, only the top five trip motivating activities are reported here. See the Appendix for further details on crown land trips that are motivated by each activity type.



While Albertans are highly likely to recreate on crown lands in their home region, they also regularly travel away from where they live to other regions to enjoy the outdoors. The figure below shows which regions Albertans who live in the shown region are most likely to recreate in. Regions shown on the right illustrate the two regions that survey respondents from each respective home region were most likely to participate in, as well as the proportion of survey respondents who were likely to recreate in those regions.

**Top 2 regions residents are most likely to recreate in**



**Length of crown land overnight trips**

On average, Albertans spend 3.46 nights per overnight outdoor recreation trip. At 3.9 nights, Albertans tend to stay longer when visiting public lands than when visiting provincial parks and protected areas (3.58 nights) or national parks (3.01 nights).

**3.46**  
nights per  
overnight trip





Outdoor Recreation is a  
Powerful Economic Driver  
with Untapped Potential



Alberta's outdoor enthusiasts are big spenders when it comes to outdoor recreation. Each year, these consumers generate:

**\$2.3 billion**  
in trip-related expenditures  
(fuel, food & beverage,  
rentals, fees,  
accommodation, etc.)

&

**\$376 million**  
in equipment and  
accessory expenditures  
(gear, equipment, apparel,  
vehicle purchases, etc.)



## Trip related expenditures

On average, Alberta's outdoor enthusiasts spend:

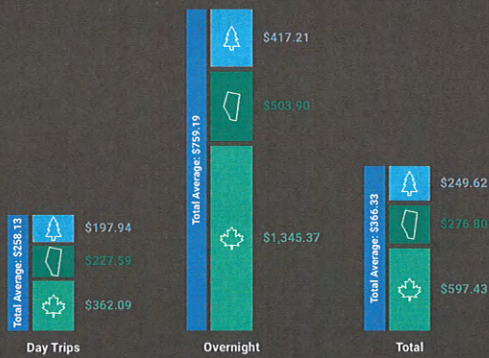
**\$258**  
per day trip

**\$757**  
per overnight trip

Spending varies significantly by crown land type as well as by stage of trip (Figure 1 and Figure 2). Approximately 1/3 of spending occurs at each stage of the trip lifecycle – at home, en-route and in destination. However, the proportion of spending made in destination is significantly higher for trips to national parks (51.6 per cent) and lowest for trips to public lands (22.5 per cent).

Average expenditure per trip by crown land type, 2019/20

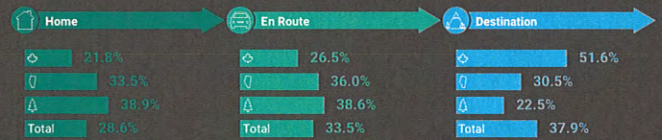
Figure 1



🌲 = Public Lands    🏞️ = Provincial Parks    🍁 = National Parks

Distribution of trip expenditures by crown land type, 2019/20

Figure 2



🌲 = Public Lands    🏞️ = Provincial Parks    🍁 = National Parks

Distribution of spending by trip related expenditure category

Of all trip related spending:





## Equipment & accessory expenditures

To support their outdoor adventures, Albertan households purchase a wide array of equipment, clothing and accessories. In fact, outdoor enthusiasts who responded to the survey on average spend \$10,282 per household annually on these purchases. But not all households purchase the same items, and the amount spent on these items varies greatly.

### Distribution of spending by equipment & accessory expenditure category

Total annual equipment and accessory-related spending is distributed as follows:

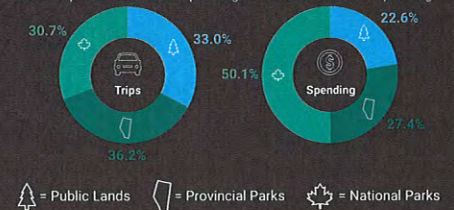
Purchase Item	Per cent of households making purchase	Average expense	Per cent of total equipment spending
ATV/side by side	15.9%	\$6,862	11.7%
4X4	8.6%	\$11,320	10.8%
Snowmobile	8.6%	\$8,194	6.9%
Dual sport/off road motorcycle/snowbike	6.6%	\$5,413	6.1%
Bicycle/mountain bike	38.6%	\$3,258	13.8%
Protective equipment	37.2%	\$514	2.1%
Motorized boat	5.6%	\$4,348	5.1%
Non-motorized boat	15.2%	\$1,044	2.1%
Snowshoes	15.8%	\$268	0.4%
Skis/poles/boots	34.7%	\$656	3.4%
Camping equipment	62.4%	\$1,909	13.4%
Fishing & hunting equipment	41.8%	\$902	4.7%
Outdoor specific clothing	72.7%	\$547	4.8%
Equipment & recreational vehicle repairs & maintenance	44.4%	\$1,348	6.6%
Equipment & recreational vehicle insurance	42.3%	\$903	4.3%
Other	9.3%	\$5,841	3.8%
<b>Total average annual household spend on equipment &amp; accessories</b>		<b>\$10,282</b>	

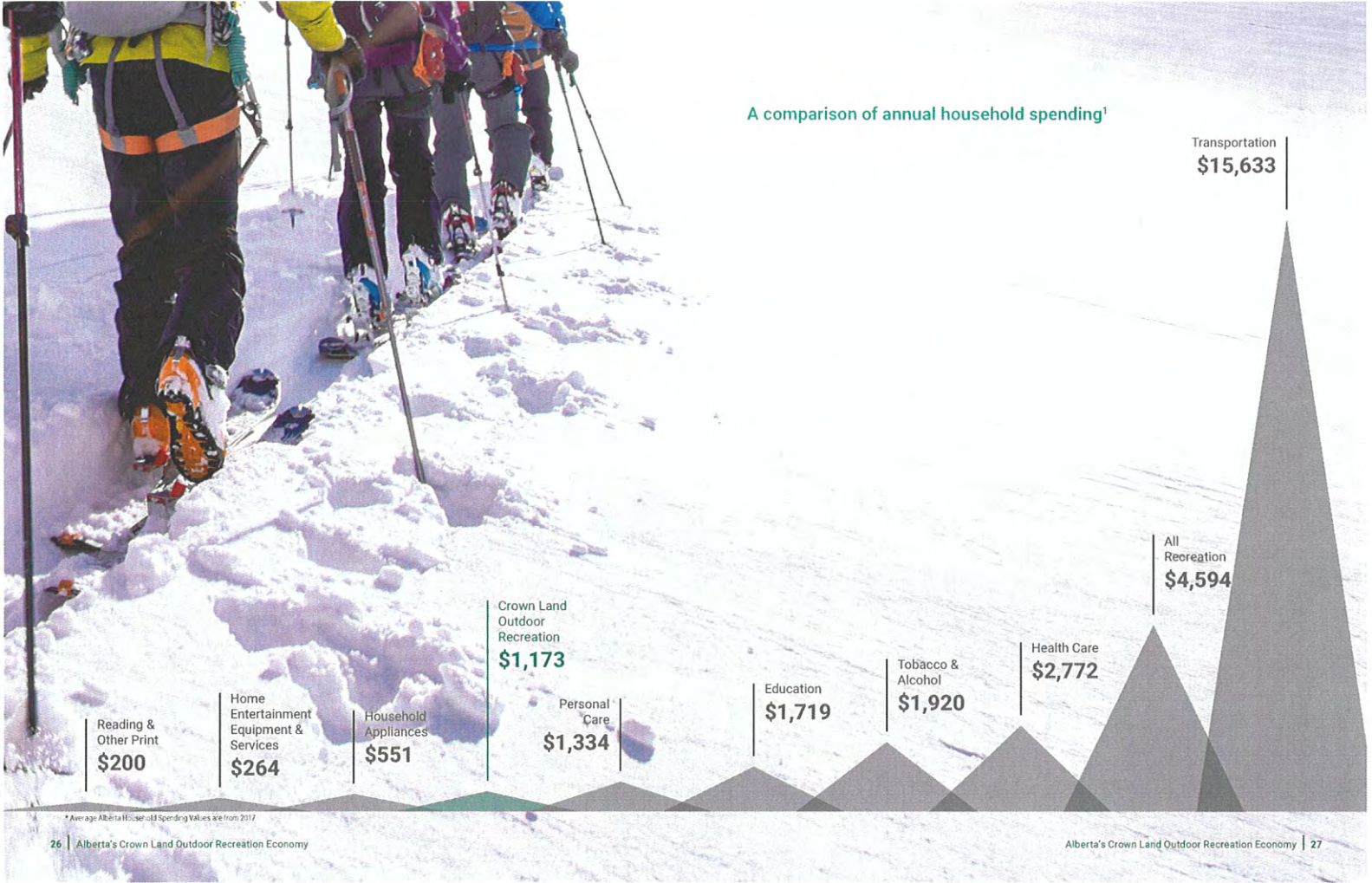
### In-destination trip expenditures...

...are highest in the national parks where there are many visitor services and amenities. Opportunity exists to enhance visitor services and amenities on public lands in order to elevate visitor spending from the significant outdoor recreation participation on these lands.

The proportion of spending by crown land type is not consistent with the proportion of trips. This is a significant area of opportunity with great potential.

Despite hosting over 1/3 of all crown land outdoor recreation trips, public lands generate less than 1/4 of all spending. Meanwhile, national parks host 1/3 of trips but generate over half of all spending.







©Travel Alberta

## Economic impacts of crown land outdoor recreation

Outdoor recreation is much more than a favourite tradition of Albertans. It is a powerful economic driver with significant untapped potential.

Albertans spend \$2.3 billion on crown land outdoor recreation trips annually, and spend another \$376 million on recreation equipment and accessories related to these trips. Fifty per cent is spent on trips to national parks, 27.4 per cent is spent on trips to provincial parks and protected areas and 22.6 per cent on trips to public lands. This spending contributes \$2.8 billion in provincial GDP (including direct, indirect and induced effects) and generates \$551 million in tax revenues, of which 80 per cent comes from trip related spending and 20 per cent from equipment purchases.

Although spending related to recreational trips to crown lands only accounts for 0.8 per cent of Alberta's GDP, the employment resulting from this spending is 6.1 times greater than employment in the forest and logging industry, and equates to 63 per cent of jobs in the agricultural industry.

**\$2.8**  
billion GDP

**0.8%**  
of provincial GDP

**\$551**  
million in tax revenue



# Outdoor Recreation Creates Jobs & Attracts Businesses



Many communities in the province have, or are in the process of acknowledging that their best assets reside in the nearby crown land, and the outdoor recreation opportunities they offer.

Outdoor recreation attracts families, skilled labour, and businesses to Alberta. In fact, regions of the province with high quality crown land outdoor recreation quickly become magnets for businesses, professionals and retirees who are seeking an active and high quality of life. Whether it be retail sales, guides, equipment manufacturers, outdoor infrastructure designers and builders, or parks and outdoor recreation managers, outdoor recreation provides thousands of jobs for Albertans.

**36,000 full-time equivalent jobs** are generated by Albertans' spending on crown land outdoor recreation trips and equipment. The average annual wage for employees in this sector is \$41,000.

But outdoor recreation does much more. It indirectly fuels employment in many other sectors, as well such as food and beverage, hotels and lodging, events, transportation, marketing, education, finance and others.

©Boundary Ranch / Kaitlee

## Jobs generated by crown land type



Public lands - **6,900**



Provincial parks & protected areas - **8,600**



National parks - **15,600**



Equipment spending - **4,800**

**Crown land outdoor recreation contributes 1.5% of total provincial employment (2019).**





## Outdoor recreation economic impacts by region

### Upper & Lower Peace

Trip-related expenditures \$81 M / 3.5%	Labour income \$43 M
GDP (market prices) \$81 M	Employment 1,100 FTEs

### Upper & Lower Athabasca

Trip-related expenditures \$300 M / 14.7%	Labour income \$200 M
GDP (market prices) \$800 M	Employment 4,600 FTEs

### North Saskatchewan

Trip-related expenditures \$761 M / 32.5%	Labour income \$401 M
GDP (market prices) \$766 M	Employment 10,100 FTEs

### Red Deer

Trip-related expenditures \$68 M / 2.9%	Labour income \$36 M
GDP (market prices) \$69 M	Employment 900 FTEs

### South Saskatchewan

Trip-related expenditures \$1,100 M / 45.4%	Labour income \$600 M
GDP (market prices) \$1,100 M	Employment 14,400 FTEs

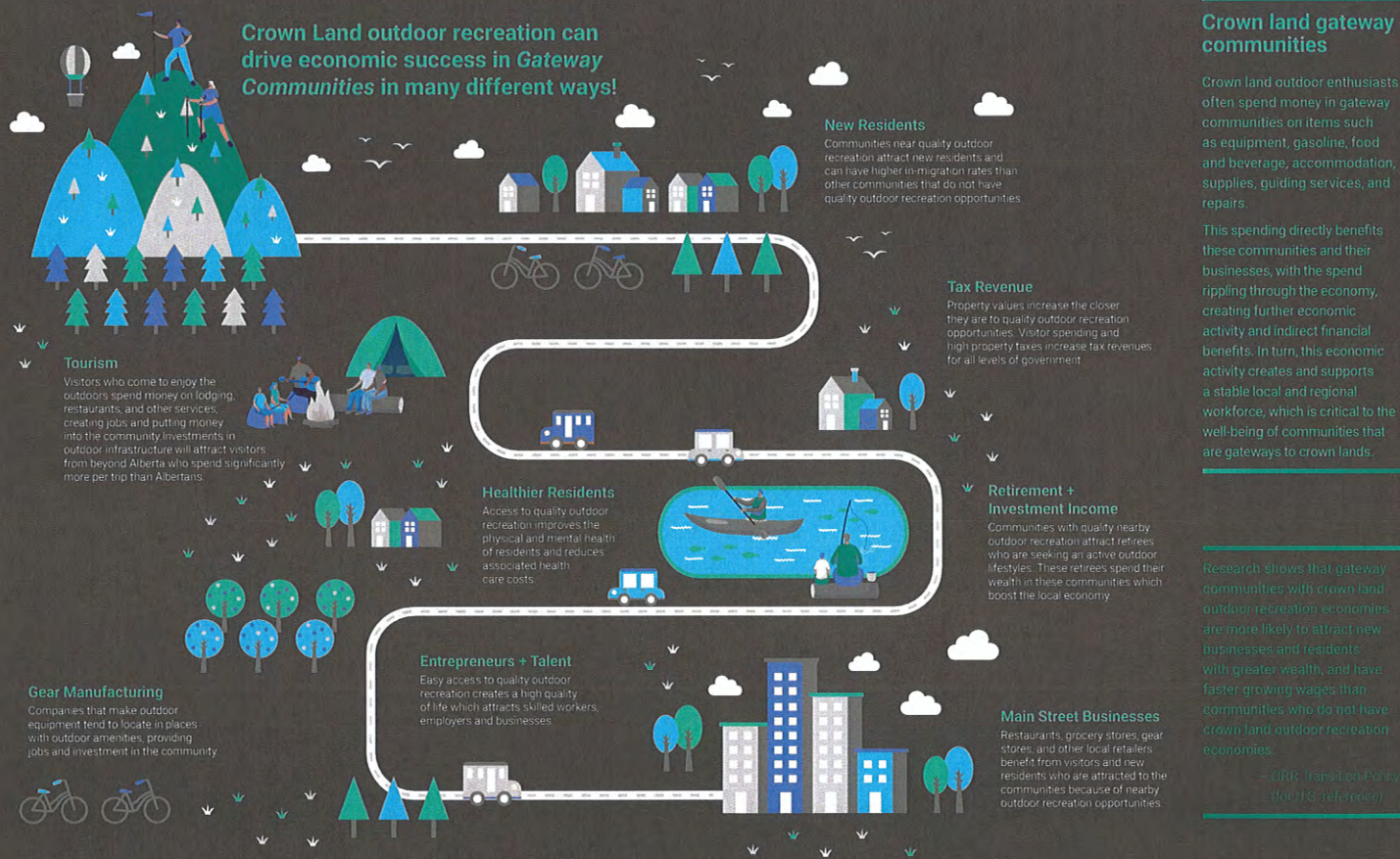
### Total

Trip-related expenditures \$2,300 M / 100%	Labour income \$1,200 M
GDP (market prices) \$2,300 M	Employment 31,100 FTEs





**Crown Land outdoor recreation can drive economic success in Gateway Communities in many different ways!**



**Tourism**

Visitors who come to enjoy the outdoors spend money on lodging, restaurants, and other services, creating jobs and putting money into the community. Investments in outdoor infrastructure will attract visitors from beyond Alberta who spend significantly more per trip than Albertans.

**Gear Manufacturing**

Companies that make outdoor equipment tend to locate in places with outdoor amenities, providing jobs and investment in the community.

**Healthier Residents**

Access to quality outdoor recreation improves the physical and mental health of residents and reduces associated health care costs.

**Entrepreneurs + Talent**

Easy access to quality outdoor recreation creates a high quality of life which attracts skilled workers, employers and businesses.

**New Residents**

Communities near quality outdoor recreation attract new residents and can have higher in-migration rates than other communities that do not have quality outdoor recreation opportunities.

**Tax Revenue**

Property values increase the closer they are to quality outdoor recreation opportunities. Visitor spending and high property taxes increase tax revenues for all levels of government.

**Retirement + Investment Income**

Communities with quality nearby outdoor recreation attract retirees who are seeking an active outdoor lifestyle. These retirees spend their wealth in these communities which boost the local economy.

**Main Street Businesses**

Restaurants, grocery stores, gear stores, and other local retailers benefit from visitors and new residents who are attracted to the communities because of nearby outdoor recreation opportunities.

**Crown land gateway communities**

Crown land outdoor enthusiasts often spend money in gateway communities on items such as equipment, gasoline, food and beverage, accommodation, supplies, guiding services, and repairs.

This spending directly benefits these communities and their businesses, with the spend rippling through the economy, creating further economic activity and indirect financial benefits. In turn, this economic activity creates and supports a stable local and regional workforce, which is critical to the well-being of communities that are gateways to crown lands.

Research shows that gateway communities with crown land outdoor recreation economies are more likely to attract new businesses and residents with greater wealth, and have faster growing wages than communities who do not have crown land outdoor recreation economies.

— ORR Transition Policy (for IEG reference)



# Outdoor Recreation Creates Healthier Albertans & Communities



In addition to impressive economic benefits, crown land outdoor recreation enhances individual and community health and well-being<sup>1,2,3,4,5</sup>. With more and more physicians prescribing time in nature, outdoor recreation is a deliberate strategy that can help alleviate some of Alberta's most complex social and public health challenges and saves governments money. Physical inactivity represents a significant health and economic burden, with an estimated annual cost to Canadians of \$2.4 billion from direct health effects and an additional \$4.3 billion in indirect costs such as loss of workplace productivity<sup>6</sup>. Investing in enhancements of outdoor recreation can:

- Improve the physical and mental health and well-being of Albertans<sup>1,2</sup>
- Support community development and social cohesion<sup>3</sup>
- Build community pride and attachment<sup>4</sup>
- Reduce behavioural problems in youth and limit attention deficit and hyperactivity symptoms<sup>5,4</sup>
- Grow self-confidence, self identity and success in life<sup>5</sup>
- Reduce health care costs<sup>10</sup>
- Strengthen relationships between families and friends<sup>11</sup>
- Reduce crime rates<sup>12</sup> and help socially disadvantaged groups<sup>13</sup>
- Promote sustainability<sup>14</sup>
- Create opportunities to learn about and enjoy nature<sup>15</sup>
- Help develop the next generation of leaders<sup>16</sup>

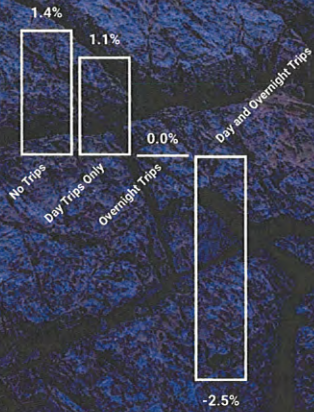




# COVID-19

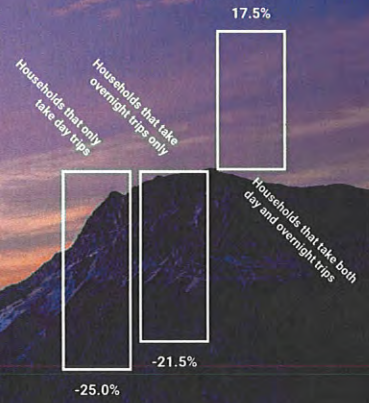
The importance of crown lands for recreation was amplified as a result of changing usage patterns due to COVID-19 restrictions. In general, these restrictions resulted in a higher percentage of households making no trips and a 2.5 per cent decrease in the number of households making day and overnight trips, although the amount of households making day trips only increased. There was no change in the percent of households only making overnight trips.

**Change in percentages of households making trips for recreation due to COVID-19 restrictions**



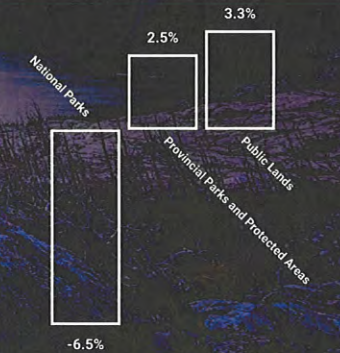
In addition, as a result of COVID-19 restrictions, the number of households only making day trips and overnight trips decreased by more than 23 per cent each, while the households that make both day and overnight visits increased their number of trips, by 17 per cent, with a 22 per cent increase in the number of day trips.

**Change in number of trips for recreation due to COVID-19 restrictions**



COVID-19 restrictions also caused a change where people chose to make their recreation visits. They reduced visitation to national parks by 6.5 per cent, increased their visits to provincial parks and recreation areas by 2.5 per cent, and visits to public lands increased by 3.3 per cent.

**Change in location of trips for recreation due to COVID-19 restrictions**



Thus, public lands became much more important to Albertans in 2020/21 as COVID-19 restrictions on travel and requirements for social distancing and self-isolation caused them to seek out alternatives to the national parks for recreation.



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## A New Era for Outdoor Recreation

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Around the world, private sector and governments are recognizing the immense social importance and impressive economic contributions of the outdoor recreation economy. Globally, it is an industry becoming more diverse and stronger each year. Deliberate actions are already being taken around the world to invest in and support the growth of this segment of our visitor economy. Alberta has yet to do so in a deliberate way.

Outdoor recreation is entering a new era. Now is the time for Alberta to deliberately unlock the potential of its outdoor recreation economy and claim its place in the Canadian and international outdoor recreation economies.



# Actions to Unlock the Potential of Alberta's Outdoor Recreation Economy

Providing and enhancing crown land outdoor recreation is critical for maintaining the long-standing traditions and way of life of Albertans. But it is also essential to Alberta's economic future.

Outdoor recreation is an opportunity to help Alberta to grow, strengthen and diversify its economy, while improving the health and well-being of our citizens thereby making the province a more attractive place to live, visit and invest. Unlocking the potential of the outdoor recreation economy can provide a powerful path to elevating the vitality of rural economies, especially those that are heavily reliant on Alberta's traditional natural resource sectors. As is shown, public lands support just as many outdoor recreation trips annually, but has lacked planning attention and infrastructure investment and, as a result, generates far less economic benefits compared to crown lands in other places.


A deliberate focus on unlocking the potential of our outdoor recreation will attract new investment and businesses to the province, create more opportunities for Albertans and visitors to vacation in Alberta, and slow the leakage of visitation and recreational investment that Alberta has been missing out on.

To begin this new era, and to unlock the potential of our outdoor recreation economy, the sector needs:

## 1. A coordinated & unified outdoor voice

Alberta's outdoor sector is fragmented and lacks a unified and coordinated voice. Though there are many outdoor organizations, businesses and not-for-profits, the outdoor industry has yet to come together. A unified and coordinated voice is critical for unlocking the potential of the industry, and ensuring strong and effective government advocacy for supportive policy and investment.





## 2. Supportive crown land policy

To date, crown land policy views outdoor recreation as a land use that needs to be managed and not as an industry that should be supported and enabled like other traditional crown land industries (oil and gas, forestry, mining). The province needs a supportive crown land policy framework, especially on public lands, that views outdoor recreation as an industry, and one prioritized for growth. Proactive land use planning that establishes clear objectives for the outdoor recreation economy and ensures the integrity of and access to outdoor recreation resources are retained, enhanced and appropriately managed. And, in the case of public lands, deliberate focus on supporting the increase in and improvement of visitor amenities and services will help elevate the economic benefits of outdoor recreation on public lands.

## 3. Investment in new and renewal of existing crown land outdoor recreation infrastructure

Whether it's trails, campgrounds, boat launches, staging areas, white water play parks or other infrastructure, expenditures on outdoor recreation is an investment that yields significant returns. Alberta's outdoor recreation infrastructure in provincial parks is aging, and outdoor recreation infrastructure on public land is lacking and limited. Unlocking the potential of the crown land outdoor recreation economy requires government, private sector and user investment in new and renewed outdoor infrastructure to provide novel, inclusive, accessible and equitable opportunities for all. Alberta needs to invest in creating world class outdoor experiences that allows the province to compete on the national and international outdoor recreation economy stages.



#### 4. Inventorying of crown land outdoor recreation resources

Outdoor recreation resources are the lifeblood of the outdoor economy. Yet Alberta lacks an up to date inventory of crown land outdoor recreation resources and amenities. The lack of inventory puts the sector at great risk of not being effectively or meaningfully included in land use decisions that can negatively impact the sector.

#### 5. Measure & monitor the outdoor recreation economy

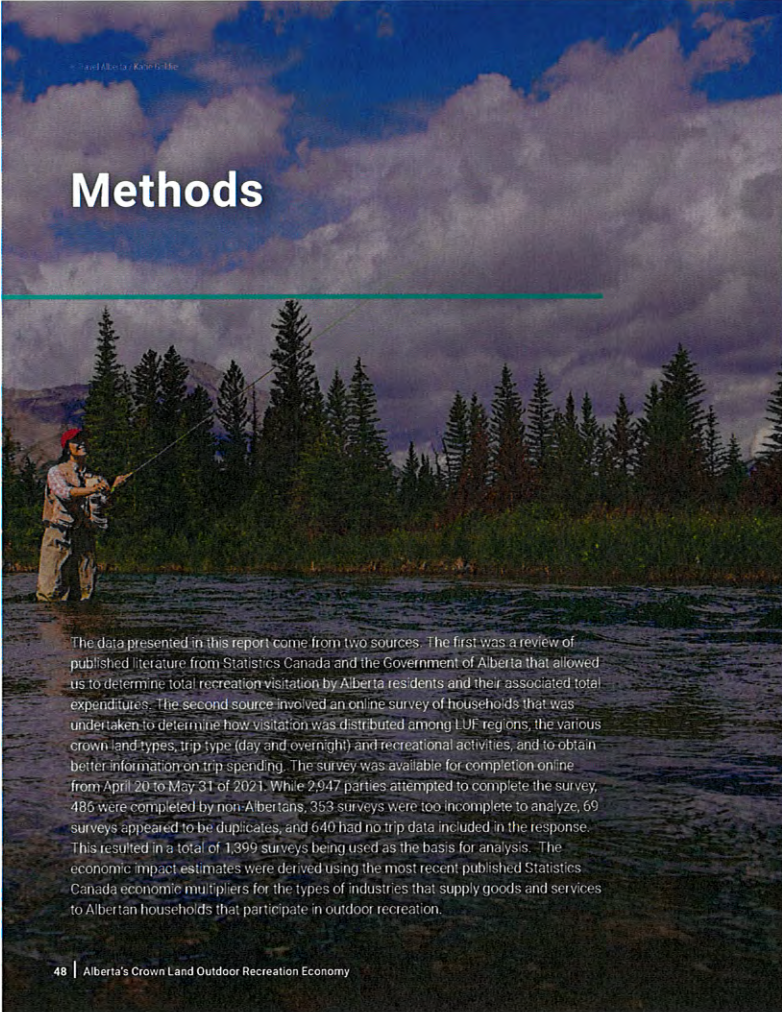
Data on outdoor recreation is fundamental for informed crown land policy decisions. Measuring and monitoring the performance of the crown land outdoor recreation economy and participation should be expanded and ongoing to help the sector demonstrate its positive contributions to communities, Albertans, and the economy.

#### 6. Office of Outdoor Recreation

Jurisdictions around the globe have realized that unlocking their outdoor recreation potential requires deliberate focus. These jurisdictions have established government "Offices of Outdoor Recreation" who provide dedicated attention to coordinating and creating the policy environment, business attraction, investments in, and prioritization of the outdoor recreation economy on crown lands. Success requires coordination across government departments (parks, lands, tourism, recreation), different levels of government and the private sector. These offices reduce governmental silos, listen to public concerns, remove barriers to access, and prioritize programs that encourage growth of the industry and protection of recreation resources.



# Methods



The data presented in this report come from two sources. The first was a review of published literature from Statistics Canada and the Government of Alberta that allowed us to determine total recreation visitation by Alberta residents and their associated total expenditures. The second source involved an online survey of households that was undertaken to determine how visitation was distributed among LUF regions, the various crown land types, trip type (day and overnight) and recreational activities, and to obtain better information on trip spending. The survey was available for completion online from April 20 to May 31 of 2021. While 2,947 parties attempted to complete the survey, 485 were completed by non-Albertans, 353 surveys were too incomplete to analyze, 69 surveys appeared to be duplicates, and 640 had no trip data included in the response. This resulted in a total of 1,399 surveys being used as the basis for analysis. The economic impact estimates were derived using the most recent published Statistics Canada economic multipliers for the types of industries that supply goods and services to Albertan households that participate in outdoor recreation.

Commissioned by the Tourism Industry Association of Alberta, and supported by the Alberta Outdoor Recreation Advisory Panel, this report was made possible through generous financial contributions from:



### Tourism Industry Association of Alberta

The Tourism Industry Association of Alberta or TIAA is a not-for-profit, tourism body that advocates on behalf of all segments of Alberta's tourism economy for a competitive and sustainable business environment that generates substantial economic value for the province. TIAA's vision is that Alberta's tourism industry will be the driving force of sustainable community economic development.

Research, analysis, report production, and design was completed by RC Strategies and Watreon Consulting.



### Members of the Alberta Outdoor Recreation Advisory Panel

The Alberta Outdoor Recreation Advisory Panel was established to guide and inform this research and promote the survey to Albertans. TIAA would like to acknowledge the following organizations for their support of and participation in the project:

- Alberta Recreation & Parks Association
- Alberta Climbing Association
- Alberta Equestrian Federation
- Alberta Hiking Association
- Alberta Fish and Game Association
- Alberta Off Highway Vehicle Association
- Alberta Outfitters Association
- Alberta Snowmobile Association
- Alberta TrailNet
- Alberta Whitewater Association
- Association of Canadian Mountain Guides
- Backcountry Hunters and Anglers - Alberta Chapter
- Canada West Ski Areas Association
- Nordiq Alberta
- Paddle Alberta
- Parks and Campground Owners Association of Alberta
- Recreational Vehicle Dealers Association of Alberta
- Ride the Rockies Society



# Appendix



Activity Participation by the Numbers

Primary motivating activity per trip	Visits		Household participation rate	Average per trip	Expenditures	
	Millions	Percent			Millions	Per cent
Hiking/walking/running	4.171	31.1%	85.5%	\$298	\$581	24.9%
Camping	1.594	11.9%	60.1%	\$396	\$295	12.6%
Skiing/snowboarding	1.066	8.0%	39.9%	\$467	\$233	10.0%
Fishing	0.711	5.3%	44.1%	\$301	\$100	4.3%
Mountain biking	0.676	5.0%	39.9%	\$345	\$109	4.7%
Cross-country skiing	0.639	4.8%	34.7%	\$250	\$75	3.2%
Hunting	0.556	4.2%	26.8%	\$1,011	\$263	11.3%
Ski touring	0.529	3.9%	30.1%	\$264	\$65	2.8%
ATV	0.462	3.4%	28.5%	\$1,318	\$83	3.6%
Snowshoeing	0.341	2.5%	21.5%	\$207	\$33	1.4%
Lake boating	0.328	2.4%	33.1%	\$324	\$50	2.1%
Biking	0.306	2.3%	28.9%	\$247	\$35	1.5%
Equestrian	0.305	2.3%	35.3%	\$341	\$49	2.1%
Sightseeing	0.281	2.1%	na	\$519	\$68	2.9%
Backpacking	0.229	1.7%	63.9%	\$286	\$31	1.3%
Climbing	0.177	1.3%	23.4%	\$312	\$26	1.1%
Wildlife viewing	0.154	1.1%	53.8%	\$475	\$34	1.5%
Photography	0.136	1.0%	51.5%	\$388	\$25	1.1%
4x4	0.114	0.9%	28.0%	\$1,318	\$70	3.0%
Snowmobiling	0.106	0.8%	5.5%	\$390	\$19	0.8%
Random camping	0.091	0.7%	55.6%	\$305	\$13	0.6%
Ice climbing	0.089	0.7%	na	\$340	\$14	0.6%
River boating	0.079	0.6%	23.2%	\$242	\$9	0.4%
Motorcycle riding	0.076	0.6%	18.2%	\$347	\$12	0.5%
Mountaineering	0.055	0.4%	30.6%	\$211	\$5	0.2%
Skating/sledding	0.049	0.4%	na	\$289	\$7	0.3%
Dirt biking	0.044	0.3%	15.8%	\$1,371	\$28	1.2%
Picnicking	0.021	0.2%	na	\$167	\$2	0.1%
Swimming	0.010	0.1%	47.1%	\$465	\$2	0.1%
Power boating	0.006	0.0%	7.4%	\$46	\$0	0.0%
<b>Total</b>	<b>13.400</b>	<b>100.0%</b>			<b>\$2,338</b>	<b>100.0%</b>





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**Board Meeting**  
**REDI Northwest Alberta**  
**APPROVED MINUTES**  
*Video Conference Call - Zoom*  
*June 23, 2021*  
*7:00 REDI Meeting*

**MEETING MINUTES**

**REDI Board Members Present**

Lisa Wardley, Chair, Mackenzie County  
Boyd Langford, Vice-Chair, Town of High Level  
Michelle Farris, Secretary/Treasurer, Town of Rainbow Lake  
Peter Braun, Mackenzie County  
Mike Osborn, Community Futures Northwest Alberta  
Greg McIvor, Zama Chamber Committee  
Larry Neufeld, La Crete Chamber of Commerce  
Jonathan Parenteau, CAO, Paddle Prairie

**Staff & Guests**

Andrew O'Rourke, REDI Manager  
Jordan Asels, Dene Tha' First Nation  
Byron Peters, Mackenzie County

**1. CALL TO ORDER**

Chair Lisa Wardley called the meeting to order and declared quorum at 7:07 pm.

**2. REVIEW & ADOPTION OF THE AGENDA**

**Motion:**

That REDI accept the agenda as presented.

**Moved by Peter Braun**

**Carried**

**3. MINUTES OF MAY 26, 2021, MEETING**

**Motion:**

That the minutes of May 26, 2021, REDI Meeting be accepted as presented.

**Moved by Boyd Langford**

**Carried**

**4. YTD FINANCIAL REPORT MAY 31, 2021**

**Motion:**

That the Year-to-Date May 31, 2021, Financial report be accepted.

**Moved by Larry Neufeld**

**Carried**

**5. CHAIRS REPORT**

The Transport Utility Taskforce has been initiated, with the first meeting scheduled for the end of June, and an in-person meeting and introductions in July. The intention is to have the

majority of the meeting via zoom, as taskforce members are spread out across the Province. Last week Travel Alberta for the second time, has asked MFTA to work with a community to assist in setting up their own DMO. The Town of Hinton does not have an active REDA to assist. In a recent conversation with the Town of Hinton, MFTA outlined how they came about, board structure, funding opportunities etc. There is a very active Community Futures in Hinton, and there is the possibility of a partnership to assist new DMO getting off the ground.

**6. MANAGERS REPORT**

The Minister of Agriculture and Forestry hosted an engagement session for the new CAP Framework – Canadian Agricultural Partnership. REDA managers put forward seven suggestions: Increase outreach officers, off grid electrification, last mile internet towers for on-farm broadband, additional funding for Ag service boards etc. Charlene Smylie is the new manager for the REDA GROWTH. At the REDA manager's meeting, there is always the question about future sustainability. With ideas about increasing membership fees, one REDA is suggesting creating a solar farm utility company to generate income to sustain itself. REDI submitted our operational plan and reporting to JEI, and funding was approved for the 2021/2022 year.

**Motion:** **Moved by Michelle Farris**  
That the Chairs & Managers verbal reports be accepted as presented.  
**Carried**

**7. NEW BUSINESS**

**i. Energy Futures Labs – Road Show**

Rainbow Lake would like to work collaboratively with Energy Future Labs (EFL) to forge a pathway for its community resilience and energy innovation. EFL is looking for expressions of interest by June 25 to host an Energy Futures Roadshow, which would be digital due to Covid restrictions. The purpose of a Roadshow is to support a community in sparking a collaborative forum for the “radical-middle” while exploring the unique opportunities and challenges of a community’s energy future.

**Motion:** **Moved by Mike Osborn**  
That REDI provides a letter of support and work with the Town of Rainbow Lake on the Energy Futures Labs Application.  
**Carried**

**ii. FMA Renewal Support Letter**

The sawmills of Tolko, West Frasier and La Crete Sawmills are going through the process of renewing the FMA 02000400. The woodlands managers have requested a letter of support to be included in their renewal package to the Minister. REDI will need to reach out to Tolko and West Frasier for clarification, as REDI would like the opportunity to support all sustainable forestry operations in the region. This request is for only the three mills mentioned, and REDI does not want our letter of support to overshadow and eliminate other forestry operations.

**Motion:** **Moved by Peter Braun**  
That REDI write a letter of support to the Minister of Agriculture and Forestry in support of the new (FMA) 0200040 for the three mills of Tolko, West Frasier, and La Crete Sawmills.  
**Carried**

**iii. 20 Years of REDI**

The REDI manager should work with Long Sleeve Productions to create a short commercial that celebrates 20 years of REDI. This could include interviewing existing and previous board members and previous footage collected from the region.

**iv. Membership Presentations**

The La Crete Chamber has requested that REDI present current projects to its board. The intention is also to update Councils and existing membership. In addition, REDI Chair has expressed interest in speaking to the membership. Community Futures has offered to cost-share travel expenses.

**Motion:**

**Moved by Mike Osborn**

That REDI develops a plan after municipal elections to visit partners over six months to a year timeframe.

**Carried**

**v. Community Profiles**

Rainbow Lake would like REDI to make an investment profile for its community. To include available land, vacant properties, populations breakdown and outline opportunities for investment. The REDI Manager will visit Rainbow Lake during the summer months and gather information required for the information package. The intent would be to create a template that could be replicated for each of our other communities and then create a budget to build out the project across the region.

**Motion:**

**Moved by Mike Osborn**

That REDI create an investment profile template using the Town of Rainbow Lake and create a plan to develop the project for the region.

**Carried**

**10. OLD BUSINESS**

**i. REDI Business / Tourism Survey Update**

The business/tourism survey had a story in the Echo Pioneer, which increased the exposure and also increased the number of respondents. As of June 10, there were 247 surveys completed, 82 on the business side and 165 on direct tourism. There are now survey cards going out to all campgrounds in the region. The survey will end on July 30, and the REDI manager will compile the final report. Two interesting facts 31% of completed business surveys viewed themselves as a tourism business. The other exciting survey fact, 65% of our businesses employ under six employees.

**ii. Helium Two Page Report**

A two-page report provided by consultant Randy Baldwin on the basic economics of Helium was in the package. Helium is extracted from natural gas and typically is between 2-3% component of the gas. In order to be commercially viable, Helium needs to be above 3% concentrate in natural gas.

**iii. CanExport Update:**

A copy of the Chinese Mandarin dialect of the A2A snapshot was provided in the package. This snapshot will be updated later in the project to reflect the Alberta to Alaska rail line instead of

focusing on the A2A company. Its target audience is the Invest Alberta office in Beijing, which regularly presents to investment houses in mainland China.

#### **iv. Federal Census 2021**

As Statistics Canada knows that they have gathered low numbers in our region in the past, they are paying particular attention to our region. As a result, they have changed their strategy to ensure the best possible results. This includes having numerators make multiple trips to the same address. REDI Manager to contact Brian Dewar to receive an update.

#### **v. Transport Utility Corridors**

Letter from MLA Getson with official appointment of REDI chair on Transport Utility Corridor Taskforce. REDI has created a dropbox folder with relevant reports to be shared with the task force. When the first meeting happens, the REDI chair will update the board. REDI has a document that outlines additional routing options for a transportation corridor. A2A is in receivership looking for a buyer, including initial routing, proprietary information and preliminary engineering etc. Alaska is taking the lead on the rail line project at the moment and pushing forward to create a viable project.

### **9. ROUNDTABLE**

**Peter Braun** – I just heard the frost was out far enough so that they can do the concrete work at the arena project in La Crete. The steel structure is all ready for installation. Today they hooked up water and sewer, so it's coming along pretty good. Otherwise, Canada day is planned for a Parade and few other events.

**Michelle Farris** – Rainbow Lake had its disaster last week with the rains washing out Highway 58 in four places. The town is repairing driveway culverts for residents that were washed out through no fault of their own. Canada day in Rainbow is full-out COVID-free. Unfortunately, our town is dwindling as we are having a lot of families move away this year. Cenovus might be starting up additional projects in September.

**Jordan Asels** – The Dene Tha First nation in Cheteh have also had flooding issues, and we currently have 170 people evacuated in various hotels in High Level. There will be a considerable undertaking to renovate the 68 homes that have been flooded out in Cheteh. We are still waiting on the universal broadband fund for our communities, but it looks hopeful. The SRP program is going forward, and we are developing our first community plan to remediate some of the sites that are accessible during the summer. Hopefully take advantage of that program for the following year and a half. The Dene Tha has also finished up its community consultations for the old trailer park in High Level. The next steps would be to create a business plan and go after funding for that project.

**Mike Osborn** – This is the last week for our RRRF loans for small businesses. The uptake on this latest version, RRRF4, has been light, but for people who have applied for it, we will be able to help them. It is going to be interesting for the next year or two. I'm looking forward to the results of the business/tourism survey. That will form the basis for our plans and help the region move forward.

**Greg McIvor** – In Zama, we have the tree planters here. The campground is busy. Hopefully, with rising oil prices and investigation into Hydrogen and Helium, there could be some exploration and some good things on the horizon.



**Larry Neufeld** – La Crete now has a farmers market, a really good organization, affiliated thought the Ag Society. This week there were 18 vendors at Jubilee Park. The La Crete Chamber was invited to a meeting with the Minister of Jobs, Economic and Innovation, and MLA Dan Williams and Danny Friesen. We talked a lot about Ag; value adds, irrigation, birthing centre and a potential toll bridge. Also, recent improvements to gas and power infrastructure so that our area can accommodate future economic growth.

**Boyd Langford** – Monday was National Aboriginal Day. In High Level, the event was a huge success. They had teepees set up in the park behind the town office, and it looked like they had several hundred people out. Knelsens is working on Highway 35, with the overlay hitting south of town. Last year they paved 32km, starting in Manning going south. They were supposed to be paving 35km starting in High Level going south, but it's been axed to only 14km. The Town of High Level is piggybacking on the construction and creating a full loop from Tim Hortons to Dechant Construction.

**Jonathan Parenteau** – Paddle Prairie was reached out to by the executive at the Indigenous Opportunities Corporation concerning the 1B dollars which are being made available to Indigenous communities in loans. So Paddle Prairie is looking at projects both on and off the Settlement.

**Lisa Wardley** – Campreservation.ca can book the campgrounds in Zama. We have two cabins which can be rented out; hopefully, they will be set up in the first part of July. The tree planters will be in Zama until the end of July. Mackenzie County has road issues across the municipality with the water table, soft spots, and culvert repairs. Also, there will be future municipal restructuring. We had a meeting with Municipal Affairs, but nothing will change until after the elections in the fall. MFTA will work with Might Peace Tourism to create a large circle tour, starting in Peace River, Slave Lake through Mackenzie Region, and High Level and back through Paddle Prairie Manning.

## **10. ADJOURNMENT & NEXT MEETING**

The next REDI meeting will take place on September 22, 2021, at 7:00 pm at High Level Council Chambers.

**Motion:**

That the REDI meeting be adjourned at 8:45 pm.

**Carried**

**Moved by Peter Braun**

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Lisa Wardley Chair

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REDI Manager

**Mackenzie County Library Board (MCLB)  
September 7, 2021 Board Meeting Minutes  
Fort Vermilion Library**

**Present:** Beth Kappelar, Steven Simpson, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Lisa Wardley, Cameron Cardinal, and Tamie McLean.

**1.0** Beth Kappelar called the meeting to order at 7:05 pm.

**2.0 Approval of the Agenda:**

**MOTION #2021-07-01 Tamie McLean** moved the approval of the agenda as revised. **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2021-07-02 Sandra Neufeld** moved the approval of the August 10/21 meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of August 31/21:**

- Balance Forward	\$ 87,433.11
- Total Revenues	\$ 352,024.54
- Total Expenses	\$ 189,090.37
- Bank Balance	\$ 250,367.28

**MOTION #2021-07-03 Lorraine Peters** moved to accept the financial report as presented. **CARRIED**

**5.2 MCLB 2022 Budget:**

**MOTION #2021-07-04 Lorraine Peters** moved that MCLB request the same budget amount from the County for 2022 as in 2021 and also that the MCLB request an additional \$20,000 to build a capital reserve fund. **CARRIED**

**5.3 Fort Vermilion Library Financials:**

- The Fort Vermilion Library has a current bank balance of \$27,531.95.
- It is recommended that the library buy more books and audio items.
- Instead of using a credit card, accounts should be set up with suppliers or Amazon gift cards could be purchased.

**6.0 Library Reports:**

**6.1 La Crete:**

- Circulation for August was 9942 items.
- The library inventory was completed. Only 8 items were lost compared to 9 last year.
- 85 new patrons were added in July.
- New shelves will be built for the graphic novels.
- The insurance renewal form is being completed for the County.
  - Building value: \$284,266 Insurance fee paid by the County.
  - Content value: \$914,348 Insurance fee paid by the La Crete Library Society.
- The library trailer addition has shifted causing a leak in the roof and water damage. The damage has been repaired.
- One librarian has resigned. A new librarian/janitor needs to be hired.
- The Salmon Grill will be held on Oct 30/21. The entertainment has been booked.

**6.2 Fort Vermilion:**

- An additional librarian was hired for 10 hours a week at \$18 per hour. Library hours now are Tuesday, Friday and Saturday from 12:30 pm to 8:00 pm.
- Their financials are all up to date.
- They are working on their insurance renewal:
  - Building value: \$1.1 million Insurance fee paid by the Fort Vermilion Library Society to the County
  - Content value: \$480,000 Insurance fee paid by the MCLB

**MOTION #2021-07-05 Tamie McLean** moved that the content value be increased to \$650,000 **CARRIED**

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**6.3 Zama:**

- The tree planters are increasing library circulation.
- They have a well-developed campground.
- Yoga classes are being offered to patrons.
- The library has purchased a meat grinder and a dehydrator for patron use.'

**6.4 Mackenzie County Library Consortium (MCLC):**

- One of La Crete's Little Free Libraries needed repair.
- Motorcycle tourism is coming to our region with a photographer the 1<sup>st</sup> week of October. They will highlight our region in their publication.
- Overdrive is not yet functional.

**6.5 High Level:**

- No report.

**MOTION #2021-07-06 Wally Schroeder** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

None

**8.0 New Business:**

**8.1 Library Act Survey:**

- The province wants to streamline the Library Act.
- MCLB members are asked for their input by completing a survey by Oct 8/21.

**8.2 Policy Review:**

- The next MCLB meeting will focus on updating the MCLB Library Policies.
- The policies of our three libraries need to be brought to the MCLB supper meeting at 6:00 pm on Oct 12/21.
- Wally Schroeder will pick up pizza for the meeting.

**8.3 MCLB Appointments:**

- Four MCLB member's terms are expiring. They need to reapply if they wish to continue serving on the MCLB.

**9.0 Correspondence:**

- None

**10.0 In Camera:**

- Not required.

**11.0 Next Meeting Date and Location: Fort Vermilion Library Oct 12, 2021 at 6:00 p.m.** (Steven will pick up the key if Sam is not working.)

**12.0 Adjournment:**

**MOTION # 2021-07-07 Steven Simpson** moved to adjourn the meeting at 8:25 p.m. **CARRIED**

**These minutes were adopted this 12th day of October 2021.**

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**Beth Kappelar, Chair**

## Colleen Sarapuk

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**Subject:** FW: FCSS Updates  
**Attachments:** image001.png; Creating a MADI B account.pdf

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**From:** Arlene Wright <[Arlene.Wright@gov.ab.ca](mailto:Arlene.Wright@gov.ab.ca)> **On Behalf Of** Julie Skrepnek  
**Sent:** October 22, 2021 11:58 AM  
**To:** Julie Skrepnek <[Julie.Skrepnek@gov.ab.ca](mailto:Julie.Skrepnek@gov.ab.ca)>  
**Cc:** Arlene Wright <[Arlene.Wright@gov.ab.ca](mailto:Arlene.Wright@gov.ab.ca)>; Connor Gaughan <[Connor.Gaughan@gov.ab.ca](mailto:Connor.Gaughan@gov.ab.ca)>; Nicole Nowakowski <[nicole.nowakowski@gov.ab.ca](mailto:nicole.nowakowski@gov.ab.ca)>; Jane Schlosser <[Jane.Schlosser@gov.ab.ca](mailto:Jane.Schlosser@gov.ab.ca)>  
**Subject:** FCSS Updates

Good morning All:

I would first like to introduce myself as the new Director of Community Preventive Programs with the Government of Alberta where the key focus of my role is The Family and Community Support Services (FCSS) program. I've had the opportunity to connect with some of you via email, by phone, and online meetings over the past month and it has been great. I am honoured to be leading the FCSS team including Arlene, Connor, Nicole, and Jane. I continue to be impressed with the communities' dedication and delivery of your local FCSS programs which are making a difference in the lives of Albertans.

FCSS has been implementing a change to the system that is used to administer the grant program. I would like to provide you with an update on where we are at on the project as we are approaching a milestone.

The build phase is nearing completion and with that, we are now engaging some stakeholders to participate in demo sessions. The purpose of these sessions is for them to get a feel of the new system and to get their feedback from a user experience perspective. We are looking to have this complete by early November and would like to thank those who are taking part as their feedback is invaluable.

We are currently anticipating the launch of the new system will be the beginning of 2022...a great way to kick off the new year with a more user-friendly and integrated system!

As we move closer to launch date, we will be providing more information on training and how you will be supported as we make this transition. In the meantime, please ensure that you are prepared by having your MADI-B account set up. We have included instructions on how to do this if you have not done it already.

I look forward to working together on this launch to make it a success!

If you have any questions, please don't hesitate to reach out to me or Connor Gaughan ([connor.gaughan@gov.ab.ca](mailto:connor.gaughan@gov.ab.ca))

Julie Skrepnek (she/her)  
Director of Community Preventive Programs  
Civil Society and Community Initiatives Branch  
Ministry of Community and Social Services  
Phone: 780-975-4347  
[julie.skrepnek@gov.ab.ca](mailto:julie.skrepnek@gov.ab.ca)