MACKENZIE COUNTY

REGULAR COUNCIL MEETING

AUGUST 17, 2022
10:00 AM

FORT VERMILION COUNCIL CHAMBERS

780.927.3718

www.mackenziecounty.com

4511-46 Avenue, Fort Vermilion

office@mackenziecounty.com

Mackenzie County

MACKENZIE COUNTY
REGULAR COUNCIL MEETING

Wednesday, August 17, 2022
10:00 a.m.

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

				Page
CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a)	Minutes of the July 13, 2022 Regular Council Meeting	7
		b)	Business Arising out of the Minutes	
		c)		
CLOSED MEETING:	*Freedom of Information and Protection of Privacy Act* Division 2, Part 1 Exceptions to Disclosure			
	4.	a)	Little Red River Cree Nation – Additions to Reserve (ATR) (s. 21, 22, 23 and 24)	
		b)		
		c)		
TENDERS:	Tender openings are scheduled for 11:00 a.m.			
	5.	a)	None	
		b)		
PUBLIC HEARINGS:	Public Hearings are scheduled for 1:00 p.m.			
	6.	a)	None	
		b)		
DELEGATIONS	7.	a)	George Fehr - La Crete Municipal Nursing	23

			Association – (11:30 a.m)	
		b)		
GENERAL REPORTS:	8.	a)	CAO & Director Reports for July 2022	27
		b)		
		c)		
AGRICULTURE SERVICES:	9.	a)	None	
		b)		
COMMUNITY SERVICES:	10.	a)	Budget Amendment Request – Breathing Apparatus Compressor	43
		b)	Budget Amendment Request – Firewood Pile	45
		c)		
FINANCE:	11.	a)	Financial Reports – January 1 – July 31, 2022	49
		b)	Expense Claims – Councillors	81
		c)	Expense Claims June & July – Members at	83
		d)	Disaster Recovery Program – 2020 Update August Report	85
		e)	Disaster Recovery Program – 2021 Overland Flood Final	91
		f)	Fort Vermilion Mitigation Construction Update – 2020 Overland Flood	95
		g)	Conditional Grant Agreement – Interest Revenue Jan-June 2022	103
		h)	La Crete Polar Cats Snowmobile Association-Richardson Foundation Inc. Grant	105
		i)	Mackenzie Applied Research Association – 2022 Agriculture Fair Budget Amendment	115
		j)	La Crete Recreation Society – Indoor Ice Arena Capital Projects	117

		k)	La Crete Library Society – Funding Request	119
		l)		
OPERATIONS:	12.	a)	101 Avenue Asphalt Project Budget Amendment	123
		b)	Bylaw 1261-22 – Local Improvement Tax, 101 Ave Asphalt	127
		c)	Strategic Transportation Infrastructure Program Grant BF 81124 and Budget Amendment	133
		d)	Intersection Upgrade 101 Street & 109 Avenue	145
		e)	Special Council Meeting Request for Tender Opening	155
		f)		
UTILITIES:	13.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	14.	a)	None	
		b)		
ADMINISTRATION	15.	a)	Bylaw 1229-21 School Zones and Other Speed Zones	157
		b)	Bylaw 1262-22 Water Services Franchise	171
		c)	Town of High Level Notice of Proposed Annexation	175
		d)	2022 Alberta Forest Products Association Annual General Meeting and Conference	189
		e)	Rural Health Professions Action Plan (RhPAP) 2022 Community Attraction and Retention Conference	191
		f)	Rural Municipalities of Alberta (RMA) Fall Convention – November 7-10, 2022	199
		g)		

COMMITTEE OF THE WHOLE ITEMS:	16.	a)	Business Arising out of Committee of the Whole	
		b)		
COUNCIL COMMITTEE REPORTS:	17.	a)	Council Committee Reports (verbal)	
		b)	Municipal Panning Commission Meeting Minutes	201
		c)	Inter-municipal Planning Commission Meeting Minutes	229
		d)	Fort Vermilion Mitigation Meeting Minutes	235
		e)	Development Ad Hoc Committee Minutes	245
		f)		
INFORMATION / CORRESPONDENCE:	18.	a)	Information/Correspondence	251
NOTICE OF MOTION:	19.	a)		
NEXT MEETING DATES:	20.	a)	Regular Council Meeting September 13, 2022 10:00 a.m. Fort Vermilion Council Chambers	
		b)		
ADJOURNMENT:	21.	a)	Adjournment	

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Minutes of the July 13, 2022 Regular Council Meeting**

BACKGROUND / PROPOSAL:

Minutes of the July 13, 2022 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the minutes of the July 13, 2022 Regular Council Meeting be adopted as presented.

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

MACKENZIE COUNTY
REGULAR COUNCIL MEETING

Wednesday, July 13, 2022
10:00 a.m.

Fort Vermilion Council Chambers
Fort Vermilion, AB

PRESENT:	Josh Knelsen	Reeve
	Walter Sarapuk	Deputy Reeve (arrived at 11:15 a.m.)
	Jacquie Bateman	Councillor
	Peter F. Braun	Councillor
	Cameron Cardinal	Councillor
	David Driedger	Councillor
	Garrell Smith	Councillor
	Lisa Wardley	Councillor
	Ernest Peters	Councillor (virtual left the meeting at 4:42 p.m.)
REGRETS:	Darrell Derksen	Councillor
ADMINISTRATION:	Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
	Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
	Jennifer Batt	Director of Finance
	John Zacharias	Director of Utilities
	Don Roberts	Director of Community Services
	Caitlin Smith	Director of Planning and Agriculture
	Grant Smith	Agricultural Projects Coordinator
	Willie Schmidt	Fleet Maintenance Manager
	Landon Driedger	Agricultural Fieldman
	Colleen Sarapuk	Administrative Officer
ALSO PRESENT:	Members of Public	

Minutes of the Regular Council meeting for Mackenzie County held on July 13, 2022 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 22-07-488 **MOVED** by Councillor Cardinal

That the agenda be adopted with the following additions:

Unapproved

4. d) Leaders International
9. c) Agriculture Land Lease
15. b) Municipal Development Plan Questionnaire

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. a) Minutes of the June 22, 2022 Regular Council Meeting

MOTION 22-07-489

MOVED by Councillor Wardley

That the minutes of the June 22, 2022 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. b) Business Arising out of the Minutes

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-07-490

MOVED by Councillor Driedger

That Council move into a closed meeting at 10:03 a.m. to discuss the following:

4.a) Mackenzie County Legal Status Update (FOIP, Div.2, Part 1, s. 23, 24, 25, 27)
4.b) Tallahassee Exploration Inc. 2022 Tax Levy (FOIP, Div.2, Part 1, s.24, 25, 27)
4.c) 2022 Bursary Applications – Extended June 30, 2022 (FOIP, Div.2, Part 1, s.17)
4.d) Leaders International – (FOIP, Div.2, Part 1, s.17)

CARRIED

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

- Reeve Knelsen
- Deputy Reeve Sarapuk
- Councillor Bateman
- Councillor Braun
- Councillor Cardinal
- Councillor Driedger
- Councillor Peters
- Councillor Smith

Unapproved

- Councillor Wardley
- Byron Peters, Interim Chief Administrative Officer/Director of Project & Infrastructure
- Louise Flooren, Manager of Legislative & Support/Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- John Zacharias, Director of Utilities
- Caitlin Smith, Director of Planning & Agriculture
- Grant Smith, Agricultural Projects Coordinator
- Willie Schmidt, Fleet Maintenance Manager
- Colleen Sarapuk, Administrative Officer
- Landon Driedger, Agricultural Fieldman

Councillor Bateman declared herself in conflict of interest and left the closed meeting at 10:31 a.m.

MOTION 22-07-491 **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 10:34 a.m.

CARRIED

Councillor Bateman returned to the meeting at 10:35 a.m.

GENERAL REPORTS: **8. a) CAO & Director Reports for June 2022**

MOTION 22-07-492 **MOVED** by Councillor Cardinal

That the CAO & Director reports for June 2022 be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 10:53 a.m. and reconvened at 11:01 a.m.

TENDERS: **5. a) Range Road 15-5 Request for Proposal**

MOTION 22-07-493 **MOVED** by Councillor Braun

That the Range Road 15-5 Tender – Envelope #1 be opened.

CARRIED

Unapproved

Bidder	Qualifying Documents
Northern Road Builders	All required documents included.

Deputy Reeve Sarapuk joined the meeting at 11:05 a.m.

MOTION 22-07-494 **MOVED** by Councillor Wardley

That the Range Road 15-5 Tender – Envelope #2 be opened for the qualified bidders.

CARRIED

Bidder	Total
Northern Road Builders	$558,650

MOTION 22-07-495 **MOVED** by Councillor Bateman

That the Range Road 15-5 Request For Proposal be TABLED to later in the meeting.

CARRIED

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

DELEGATIONS **7. a) None**

GENERAL REPORTS: **8. b) Disaster Recovery Program & Mitigation Update**

MOTION 22-07-496 **MOVED** by Councillor Bateman

That administration work with the developer to purchase land adequate for relocation.

CARRIED

MOTION 22-07-497 **MOVED** by Councillor Bateman

That the Disaster Recovery Program & Mitigation Update be received for information.

CARRIED

Unapproved

AGRICULTURE SERVICES:

9. b) 2022 Overland Flood Ratepayer Invoice

MOTION 22-07-498

MOVED by Councillor Wardley

That the 2022 Overland Flood Ratepayer Invoices be received for information and the request be denied.

CARRIED

Reeve Knelsen recessed the meeting at 12:07 p.m. and reconvened at 12:38 p.m. without Councillor Cardinal.

AGRICULTURE SERVICES:

9. a) Roadside Mowing Contractors Rate Increase Request

MOTION 22-07-499
Requires 2/3

MOVED by Councillor Bateman

That the Roadside Mowing Contractors Rate Increase Request be TABLED to later in the meeting.

CARRIED

Councillor Cardinal returned to meeting at 12:40 p.m.

AGRICULTURE SERVICES:

9. c) Agriculture Land Lease (ADDITION)

MOTION 22-07-500
Requires Unanimous

MOVED by Councillor Cardinal

That the Agriculture Land Lease be received for information.

CARRIED UNANIMOUSLY

COMMUNITY SERVICES:

10. a) La Crete Fire Department – Funding Request

MOTION 22-07-501

MOVED by Councillor Wardley

That the 2022 Budget be amended to include funds for the La Crete Training Grounds for $35,000 with $16,500 coming from the La Crete Fire and Rescue Association and $16,500 coming from the General Capital Reserve.

CARRIED

Unapproved

FINANCE: **11. a) Workshop Scheduling - Infrastructure**

MOTION 22-07-502 **MOVED** by Councillor Wardley

That an Infrastructure Workshop be scheduled for October 17, 18, 2022.

CARRIED

MOTION 22-07-503 **MOVED** by Councillor Smith

That the October 11, 2022 Regular Council Meeting be moved to October 19, 2022.

CARRIED

FINANCE: **11. b) Financial Reports – January 1 – June 30, 2022**

MOTION 22-07-504 **MOVED** by Councillor Wardley

That the financial reports for January 1 to June 30, 2022 be received for information.

CARRIED

FINANCE: **11. c) Expense Claims - Councillors**

MOTION 22-07-505 **MOVED** by Councillor Wardley

That the Councillor expense claims for June 2022 be received for information.

CARRIED

FINANCE: **11. d) Expense Claims May and June – Members at Large**

MOTION 22-07-506 **MOVED** by Councillor Braun

That the Member at Large expense claims for May and June 2022 be received for information.

CARRIED

PROJECTS & INFRASTRUCTURE: **12. a) Commercial Business Incentive Options**

MOTION 22-07-507 **MOVED** by Councillor Wardley

Unapproved

That administration bring back options for Commercial Business Incentive Options.

CARRIED

Reeve Knelsen recessed the meeting at 1:26 p.m. and reconvened at 1:30 p.m.

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-07-508

MOVED by Councillor Bateman

That Council move into a closed meeting at 1:30 p.m. to discuss the following:

4.a) Mackenzie County Legal Status Update (FOIP, Div.2, Part 1, s. 23, 24, 25, 27)
4.b) Tallahassee Exploration Inc. 2022 Tax Levy (FOIP, Div.2, Part 1, s.24, 25, 27)
4.c) 2022 Bursary Applications – Extended June 30, 2022 (FOIP, Div.2, Part 1, s.17)
4.d) Leaders International – (FOIP, Div.2, Part 1, s.17)

CARRIED

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

- Reeve Knelsen
- Deputy Reeve Sarapuk
- Councillor Bateman
- Councillor Braun
- Councillor Cardinal
- Councillor Driedger
- Councillor Peters
- Councillor Smith
- Councillor Wardley

MOTION 22-07-509

MOVED by Councillor Wardley

That Council move out of a closed meeting at 3:49 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 3:49 p.m. and reconvened at 4:00 p.m.

Unapproved

OPERATIONS: **13. a) None**

UTILITIES: **14. a) None**

PLANNING & DEVELOPMENT: **15. a) Development Statistics Report – January to June 2022**

MOTION 22-07-510 **MOVED** by Councillor Braun

That the development statistics report for January to June 2022 be received for information.

CARRIED

PLANNING & DEVELOPMENT: **15. b) Municipal Development Plan Questionnaire (ADDITION)**

MOTION 22-07-511
Requires Unanimous

MOVED by Councillor Cardinal

That the Municipal Development Plan Questionnaire be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION: **16. a) Review Policy FIN025 – Purchasing Policy**

MOTION 22-07-512 **MOVED** by Councillor Wardley

That Policy FIN025 – Purchasing Policy be received for information.

CARRIED

ADMINISTRATION: **16. b) Future Advertising Options**

MOTION 22-07-513 **MOVED** by Councillor Wardley

That Mackenzie County is unsure at this time whether or not to continue with the subscription and advertising contract with Mackenzie Report past the expiry of 2023.

CARRIED

ADMINISTRATION: **16. c) Alberta Municipalities (ABmunis) Convention**

MOTION 22-07-514 **MOVED** by Deputy Reeve Sarapuk

Unapproved

That the following Councillors be authorized to attend the ABmunis Conference from September 20 – 23, 2022 in Calgary, Alberta:

1. Reeve Knelsen
2. Councillor Wardley
3. Councillor Cardinal

CARRIED

ADMINISTRATION: **16. d) 2022 Alberta Forest Products Association Annual General Meeting and Conference**

MOTION 22-07-515 **MOVED** by Deputy Reeve Sarapuk

That the following Councillors be authorized to attend the Alberta Forest Products Association Conference from September 28 – 30, 2022 in Jasper, Alberta:

1. Reeve Knelsen
2. Councillor Cardinal
3. Councillor Braun
4. Councillor Smith
5. Councillor Wardley

CARRIED

COMMITTEE OF THE WHOLE ITEMS: **17. a) Disposal of Animal Carcasses Options**

MOTION 22-07-516 **MOVED** by Councillor Braun

That administration communicate with Sunnybrook Sausages regarding disposal of animal carcasses and to advertise proper disposal processes.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: **17. b) Fort Vermilion Grazing Reserve Improvement**

MOTION 22-07-517 **MOVED** by Councillor Smith

That a letter be sent to the Minister of Agriculture, Forestry and Rural Economic Development in regards to the Fort Vermilion Grazing Reserve Improvement.

Unapproved

CARRIED

COUNCIL COMMITTEE REPORTS:

18. a) Council Committee Reports (verbal)

MOTION 22-07-518

MOVED by Councillor Bateman

That the Council Committee verbal reports be received for information.

CARRIED

COMMITTEE OF THE WHOLE ITEMS:

17. c) Amend - Policy FIN029 Asset Disposal Policy

MOTION 22-07-519

MOVED by Councillor Wardley

That Policy FIN029 Asset Disposal Policy be amended as presented.

CARRIED

COUNCIL COMMITTEE REPORTS:

18. b) Municipal Planning Commission Minutes

MOTION 22-07-520

MOVED by Councillor Cardinal

That the unapproved Municipal Planning Commission meeting minutes of June 24, 2022 be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS

18. c) Development AD HOC Meeting Minutes

MOTION 22-07-521

MOVED by Councillor Braun

That the unapproved Development Ad HOC meeting minutes of June 28, 2022 be received for information.

CARRIED

TENDERS:

5. a) Range Road 15-5 Request for Proposal

Unapproved

Evaluation Criteria	Weight	Points	Score
Project Bid Price	85%	85	60
Local	10%	10	10
Experience	5%	5	5
TOTAL	100%	100	75

MOTION 22-07-522 **MOVED** by Councillor Wardley

That the 2022 Capital Budget for the Range Road 15-5 Project be amended by $300,000 with funding coming from Surface Water Management.

CARRIED

MOTION 22-07-523 **MOVED** by Councillor Bateman

That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.

CARRIED

CLOSED MEETING **4. a) Mackenzie County Legal Status Update**

MOTION 22-07-524 **MOVED** by Councillor Bateman

That the Mackenzie County Legal Status Update Report be received for information.

CARRIED

CLOSED MEETING **4. b) Tallahassee Exploration Inc. 2022 Tax Levy**

MOTION 22-07-525 **MOVED** by Councillor Smith

That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.

CARRIED

CLOSED MEETING **4. c) 2022 Bursary Applications – Extended June 30, 2022**

MOTION 22-07-526 **MOVED** by Councillor Braun

Unapproved

That Council awards five bursary recipients as discussed for the total amount of $4,500, and allocate the remaining $1,000 to the Bursary Reserve.

CARRIED

CLOSED MEETING **4. d) Leaders International(ADDITION)**

MOTION 22-07-527
Requires Unanimous

MOVED by Councillor Driedger

That the Leaders International Update be received for information.

CARRIED UNANIMOUSLY

AGRICULTURE SERVICES: **9. a) Roadside Mowing Contractors Rate Increase Request**

MOTION 22-07-528
Requires 2/3

MOVED by Councillor Bateman

That the 2022 Agricultural Operating Budget be amended by $31,000 from the General Operating Reserve to fund budget shortage.

CARRIED

MOTION 22-07-529
Requires 2/3

MOVED by Councillor Bateman

That the 2022 Operating Budget be amended by $15,400 (7%) for the Roadside Mowing Contracts.

CARRIED

NOTICE OF MOTION: **20. a) None**

NEXT MEETING DATE: **21. a) Next Meeting Dates**

Committee of the Whole Meeting
August 16, 2022
10:00 a.m.
Fort Vermilion Chambers

Regular Council Meeting
August 17, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Unapproved

ADJOURNMENT: **22. a) Adjournment**

MOTION 22-07-530 **MOVED** by Councillor Cardinal

That the council meeting be adjourned at 5:21 p.m.

CARRIED

These minutes will be presented for approval at the August 17, 2022 Regular Council Meeting.

Joshua Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer

Unapproved

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer/Director of Projects & Infrastructure**
Title:	**DELEGATION** **George Fehr, La Crete Municipal Nursing Association (LCMNA) – Pursue Housing Authority Status**

BACKGROUND / PROPOSAL:

Please see the attached letter from La Crete Municipal Nursing Association to pursue Housing Authority Status.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Author: _____ **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

For discussion.

Author: _____ **Reviewed by:** _____ **CAO:** _____

LCMNA
La Crete Municipal Nursing Association

Heimstaed Lodge

Heimstaed Lodge
Caring for The Elderly

Heimstead Lodge
9806-105 st.
PO Box 544,
La Crete, AB T0H 2H0
Canada

July 13, 2022

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

RE: Support for La Crete Municipal Nursing Association to pursue Housing Authority status

Dear Mackenzie County Councilors:

Since assuming operations of the Heimstaed Lodge back in September of 2021, LCMNA has proven to be a high-quality healthcare provider in our community. The result has been increased occupancy in the Heimstaed Lodge to full capacity and a growing waitlist. LCMNA is fulfilling the mandate from the community to provide Designated Supportive Living (DSL) care and Supportive Living (SL) to anyone that requires it.

As most of you are aware, LCMNA is not a housing authority, but we are approved by AHS (a signed MSA) to operate the Heimstaed as a DSL facility. The absence of a being a housing authority prohibits our organization from requisitioning the Mackenzie County for any financial shortfall incurred from the previous year. This is the basis of LCMNA's request from Mackenzie County to support the following:

- LCMNA's pursuit of becoming a Housing Authority (HA). The reason is further explained in this letter and will require the Honorable Minister Josephine Pon's endorsement and approval.
- With an existing HA in the north area, Boreal Housing Foundation (BHF), the provincial government would prefer LCMNA not become a HA. LCMNA has a desire to serve the local community and has no interest in managing other facilities outside of the La Crete community. The creation of another HA is the best available option to ensure the Heimstead's long term financial sustainability.
- Ensuring that Mackenzie County doesn't allow the majority of the 2022 BHF shortfall to be requisitioned to the County ratepayers. In 2021, Mackenzie County shared in over 80% of the BHF shortfall, which included 8 months of the Heimstaed operations. For 2022, it should only be a small percentage as the High Level Seniors Lodge doesn't serve the majority of Mackenzie County. It's also important to note that the High Level Seniors Lodge is not classified as a DSL facility and the Heimstaed is the only facility in the Mackenzie County region able to provide this service.

- The Altenheim, single detached dwellings around the Altenheim and the social housing in La Crete are units that LCMNA has been actively pursuing purchasing from Alberta Seniors and Housing. Geographically it works well with the current operations at the Heimstaed and good efficiencies exist for LCMNA to assume the operations. These units are currently being operated by BHF with the deficit being funded by Alberta Seniors and Housing. The negotiations for the properties seem to have stalled out with Alberta Seniors and Housing who seemingly left it up to BHF to decide if they want to give up managing the operations. BHF presented at a board meeting and voted to decline giving up operations in La Crete, two of the County board members were absent. Alberta Seniors and Housing also doesn't have much interest with LCMNA operating these facilities without first being a HA.

I would like to request an LCMNA delegation be permitted to present these points to Council and further expand on any questions Council has.

July 20, 2022

George Fehr
CAO LCMNA

Date

cc. LCMNA Board

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**CAO & Director Reports for July 2022**

BACKGROUND / PROPOSAL:

The CAO and Director reports for July 2022 are attached for information.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the CAO & Director reports for July 2022 be received for information.

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

Monthly Report to Council

For the month of July, 2022

From: Byron Peters,

Interim CAO & Director of Projects & Infrastructure

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. Revised draft plan has been released
Community Infrastructure Master Plans & Offsite Levies	IMPs complete Levies to be completed in Q2 2022	Currently tabled. Ad-hoc committee currently exploring options on how to proceed
Municipal Development Plan	Started Q3 2020	See Caitlin's report for project update.
Asset Management	Ongoing	Steadily adding more assets and data into a common database. Have completed rural road assessment & traffic counts. Started data collection for culverts.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development		Primarily relying on REDI at this time for ec dev items.
Gravel Crushing	Q3 2022	The crushing program is complete. Reached full quantities in Tompkins and Buttertown, Fitler Pit had high percentage of reject material.
Fort Vermilion (Wop May) Airport Recovery	Anticipate completion Q3 2022	Project start up expected mid-August. Anticipated completion by end of October, if all components arrive on time.
Storm Pond A (LC)	Started Q4 2021 Anticipate completion Q3 2022	Project was shut down after being reported and investigated by AEP. Anticipate approvals soon, which would allow project to resume.
LC North Sanitary	Engineering Q2 2022	Design effectively complete. Construction postponed to 2023. Anticipate significant project cost increase due to 'covid pricing'.

Personnel Update:

Staff turnover has settled down and several new employees are starting to settle in. There are still several vacancies, including in key positions.

Some hires of note – Zama Supervisor, Manager of Legislative Services, Human Resources Coordinator, 2 additional (casual) summer staff. Other positions have also been filled, from both internal and external candidates.

We have added a few additional casual equipment operators to our list. With the increased turnover this is a necessary move to aid the Operations department.

The collective agreement with the unionized staff expires at the end of 2022. We anticipate to begin bargaining sessions in the next few months.

Other Comments:

It was a busy month with a lot of local meetings, site visits, development items, staffing, collective agreement/AUPE items, mitigation, overland flooding repairs, capital projects, etc.

We are behind schedule on several capital projects in Operations, and will provide bidders some additional time flexibility in order to ensure we can obtain the best pricing. However, we have completed many repairs and projects that came about as a result of the overland flooding, and have really been quite successful in completing projects.

We are looking at new/different ways of prioritizing projects in Operations, as resources are limited. Some of these ideas will be presented during budget discussions, and may also be reflected in formal policy changes.

I managed to sneak away for a week in July where I enjoyed a week of warm weather and camping.

Monthly Report to the CAO

For the month of July, 2022

From: Don Roberts,

Director of Community Services

Program/Activity/Project	Timeline	Comments
Fire Departments		The Alberta First Responders Radio Communications System (AFRRCS) representative supplied a retailor list. Administration is seeking total cost of Radios for budget deliberation.
Parks and Recreation	Spring 2022	Wadlin Lake Campground is reporting a huge decline in usage. Speculation on the new fishing restrictions and the opening of boarders/travel following the COVID. Pandemic are possible causes. The fish pond located on 88 Connector was investigated. The pond was operated by the Mighty Peace Fish and Game Association. The lease has expired and in order to renew they would require surveys to be completed and the parking lot to be re-located. They are not interested in this site. They are interested in any site that is close or in the hamlet.
Waste Management		Caretaker meeting was held on July 29th. With nothing substantial to report. The Fort Vermilion Residential Garbage Pick-up Survey was conducted and will be presented to the Community Services Committee for future recommendations to Council

Occupational Health & Safety		The County COR audit was conducted in May. With our lowest mark of 69% achieved in Element 6 Other Parties at or in the Vicinity of the Work Site **Element 1** 79/95 (83%) **Element 2** 125/160 (78%) **Element 3** 89/100 (89%) **Element 4** 70/85 (82%) **Element 5** 93/100 (93%) **Element 6** 48/70 (69%) **Element 7** 32/45 (71%) **Element 8** 49/60 (82%) **Element 9** 68/90 (76%) **Element 10** 57/70 (81%) **Overall** 710/875 (81%) Administration have discussed our options of conduction yearly COR audits. In the past the County has maintained at least one auditor on staff to conduct “Maintenance” audits. Administration has reviewed this method and due to cost and staff availability will be seeking contract auditors for both Qualifying and Maintenance Audits.
Facilities		Our Facility Maintenance Technician has submitted his resignation. Administration is seeking a suitable replacement.

Attended Update:

Attended the following:

- Council
- Community Services
- Waste Transfer Station Caretakers
- FRIAA/Forestry
- Fort Vermilion Rec. Manager
- Joint Work Site Health and Safety Committee
- Alberta Environment & Parks

Personnel Update: 2022 Summer Holidays – August 14th - 28th

MONTHLY REPORT TO THE CAO

For the Month Ending July 2022

From: Jennifer Batt
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2022 Budget	Ongoing	Update Budget as per Council motions. Review and update funding sources for projects. Monthly Budgets provided to Directors.
Provincial Grant Reporting	Ongoing	Submit 2022 projects for various GOA funding
Accounts Payable	Ongoing	Payments for all authorized invoices received by July 31st completed.
Accounts Receivable	Ongoing	Invoices sent for all services up to and including July. Collection calls for outstanding accounts ongoing.
Taxation	Ongoing	Pre-authorized payment agreements Large volume of title changes completed Advertisement Updates Collection of taxes Complete multiple discharges on paid taxes
Utilities	Ongoing	Continue training Update move in/out Pre-authorized payment agreements, and draws Monthly billing and collections
Disaster Recovery Program *2018 Peace River Ice Jam* *2020 Peace River Ice Jam / Overland Flood*	Ongoing	 Engineers report previously sent to GOA.- Scope of work requested for repairs on River Road. Repairs completed, awaiting final invoice payment to submit project to DRP. Work w various GOA agencies on the flood recovery plan and funding streams available. Received payment letters for project approved. Resident meetings for relocation. Attend Fort Vermilion Community Meeting July 14th Quarterly Mitigation report submitted July 14th

2021 Overland Flood 2021 Sever Storm Overland Flooding 2022 Rapid Snowmelt – Overland flooding		Project approved, and submitted to DRP. Confirmation letter received - COMPLETE Application denied – Council request to appeal letter sent. Letter from GOA received, and under further review. Application Part 1 submitted. Map w pictures submitted. Awaiting review by DRP.
Attend Various meeting		Regular Council meeting – July 13 Committee of the Whole Meeting – July 12 Managers Meeting – July 26 Administration July 5, 8, 12, 14, 21, 22, 27, 29 Safety Meeting – July 27 Mitigation Meetings – July 7, 8, 11x3, 14x3, 21, 30x4 Mitigation Team Meeting – July 5 GOA Agencies DRP outstanding projects updates – July 28
Supply staff to High Level Office most Tuesdays. 1 Vacant position – Finance Officer Filled Admin assistant position		

REPORT TO THE CAO

For the Month of July 2022

From: Louise Flooren, Manager of Legislative & Support Services

Meetings Attended

- 2022-07-12 – Committee of the Whole Meeting
- 2022-07-13 – Regular Council Meeting
- 2022-07-14 – Mitigation Meetings x 2
- 2022-07-21 – Mitigation Meetings x 5
- 2022-07-26 – Manager's Meeting
- 2022-07-27 – Site Safety Meeting

Council

- Preparing for various meetings of Council, correspondence, conferences, etc.
- Requested a meeting with Minister Panda at Alberta Municipalities Convention to discuss the following top priorities Bridge at Tompkins Landing – Status Update STIP Grant Funding – Bridge Maintenance Deficits

Appeal Boards

- 4 appeals were received for the Local Assessment Review Board and 2 appeals were received for the Composite Assessment Review Board.

Bylaws/Policies/Reports/Publications:

- Update of recent polices, Bylaws as approved by Council.
- Review of policies and amended policies on Docushare and internal drive.
- Annual Report completed and available for the public on our website.
- Reviewing the committee list for accuracy.

Emergency Management

- None.

Communications:

- Emergency Preparedness Campaign
- Advertising Survey completed and ready for Community Meetings.
- Creating forms for internal advertising.
- Weekly Memo being utilized and updated weekly
- Newspaper articles every two weeks, 49 posts to social media in July
- Maintenance of Website and updates of forms, pictures etc.

Human Resources/Records/IT

- Human Resources (HR) – Responding to employee inquiries, advertising for various positions, interviews and orientation.
- HR completed 8 orientations for new employees, multiple interviews and evaluations. One new position is advertised for the Facility Maintenance Technician.

- Records Management spent a lot of time working on the 2020 & 2021 land title changes which equaled to a total of 791 files, which were scanned, renamed and organized in Docushare and land files.
- Records is reorganizing shelving due to the file capacity occurring from the backlog. The fire proof cabinets are currently filled to capacity.
- IT has been very busy with maintenance and connections. They have set up subnets and sites. Weekend server maintenance, and server space allocation as running out of storage. New computer set ups for two employees as well as the GIS plotter installation in La Crete. Starlink satellite ordered as there is now availably in the north. Working with the water treatments plants and shops with replacing failed equipment. Various help and support daily in regards to Docushare, Diamond/GP, Profuel/Utilities, Munisight, folder access and email list updates.

Other:

- Assisting Legislative and Support Services department staff (ie. Human Resources, Records Management, Information Technology, etc.)
- Reviewing Bylaws and Policies to ensure accuracy.
- Ongoing form review and updating.
- Preparing for and finalizing documents for various meetings.
- Assisting other departments as required.
- Working with Records department to implement changes to flow and maintenance of the electronic management and the paper files.
- Working with the Administrative Assistant in preparation for the Community Meetings.
- Administrative Assistant is in training to complete reservations.

Monthly Report to the CAO

For the month of July, 2022

From: Caitlin Smith,

Director of Planning and Agriculture

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	Q3 2022	Administration meets with the consultant bi-weekly. O2 has been given direction to make changes as discussed with Council. The Fort Vermilion draft ARP is undergoing review by administration. This project has been on hold simply due to the busyness of the summer season.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan	Q4 2022	Administration is creating a scope of work for the RFP.
100A Street Land Acquirement (Future Main Street Widening in La Crete)	Q2 2022	The subdivision of the South lots has been registered with land titles. Administration is the process of drafting offers to purchase and we will start meeting with landowners.

Personnel Update:

The Agricultural Fieldman position has been filled by Landon Driedger. Grant Smith is now the Agricultural Projects Coordinator.

Other Comments:

The development season is starting to slow down with the amount of applications. We still receive several enquiries for new projects.

Construction is expected to start in Phase 1 of the rural country residential subdivision in La Crete within the week. A pre-construction meeting was conducted and we are awaiting security and fee payment.

The subdivision for the Storm Pond A is now registered and we will complete the transaction process and land transfer.

Administration hosted the second Development Ad Hoc Committee meeting, administration has been requested to research development incentives/support options from comparable municipalities. The committee has come back with some ideas that administration will have to look into and confirm feasibility prior to bringing recommendations to Council.

Administration is working on several disposition applications, renewals, and ensuring that all our lease agreements are up to date. This includes starting First Nation Consultation for certain sites. We are proceeding as directed.

I have been working with the Agriculture department to move forward with the summer projects which include road construction, culverts, and drainage ditch cleanouts. Grant Smith will oversee the proposed projects and the site management. I have been supporting Landon with his new role, he is overseeing all agriculture department operations and we are planning to start policy review for Winter 2022.

Meetings Attended:

Date	Description
07-06-22	Agriculture department meeting
07-06-22	Meet with AEP
07-11-22	Drainage site meeting – Buffalo Head
07-11-22	JH&S meeting
07-11-22	Meet with developer
07-11-22	Meet with staff
07-12-22	COW meeting
07-13-22	Council meeting
07-13-22	IMPC meeting
07-14-22	MPC meeting
07-14-22	FV development meeting
07-14-22	Fort Vermilion Mitigation Public meeting
07-18 to 25-22	Vacation
07-26-22	Managers meeting
07-26-22	Meet with engineers/developer – preconstruction
07-27-22	P&D meeting
07-27-22	Meet with staff

REPORT TO CAO
July 2022
From: Landon Driedger, Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2022	Roadside Spraying has been completed. All roads north of the Peace River have been sprayed. Unsatisfied with the job done as the ditches were not sprayed up to the crop. We will be meeting with the contractor. ASB still maintains a "Do Not Spray" program.
Weed Inspection	2022	Regular weed inspections are under way. As usual there are fields that require attention. Two Weed Notices have been issued so far.
Ag Land Development Proposals	2021	A land lease agreement was signed on June 8th. 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	2022	Frontier Seed Cleaning Plant was inspected on December 6th; efficiency was 93%. The High Level Plant was not inspected. Sunrise Mobile plant was also inspected in December, with an efficiency rating of 93%.
Shelterbelt Program	June, 2022	Shelterbelt seedlings have been distributed to area ratepayers. About 90% of the seedling order was filled. Suppliers were Woodmere Nursery in Fairview and La Crete Forestry.
VSI Program & Veterinary Subsidy	2022	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate. Council extended the Vet Subsidy for a period of one year.
Water Pumping Program	October 31, 2022	The water pumping program commenced on April 1st. Fall is the busy rental season. The program ends on October 31st. The rental rates double on November 1st. Total rentals were six.
Roadside Mowing	2022	Roadside Mowing has commenced on July 11th, completion is August 15th. All roads south of the Peace River will receive a full

		width cut, roads north of the Peace River will receive a single pass (15 ft.) cut. No complaints to date.
2022 Drainage and Road projects	2022	Most of the projects have been supplied with scope of work and been surveyed. Grant will now get started with contractors to complete work.
Beaver Control	2022	Dave has been busy coordinating with trappers, blasters and excavating. 57 dams removed this summer so far.
Anthrax update	2022	Due to weather conditions there has been an Anthrax outbreak. Six different pastures throughout the County have been hit with multiple cattle producers affected. The Provincial Vet came to meet with all affected producers and the County on August 3. Administration will be doing additional advertising to notify producers of the anthrax vaccine as it is the best defense against anthrax.

Capital Projects

Projects	Timeline	Comments
RR 155	2022	Council amended budget to add $300,000 from reserve to the $400,000 that was already in budget. Administration has met with NRB on site and work will commence shortly.

Personnel Update:

Landon Driedger – Agriculture Fieldman Grant Smith – Agricultural Projects Coordinator

Other Comments:

MONTHLY REPORT TO THE CAO

For the Month of July 2022

From: John Zacharias
Director of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/22	Sewer flushing and valve exercising is mostly done.

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Dec/22	Two trickle systems remain to be repaired and contractor has been given the go ahead to do them.
Potable Water Supply North of the Peace River	Dec/22	Awaiting grant funding opportunities.
Waterline Blue Hills	Dec/22	Awaiting grant funding opportunities.
Diversion License Review	Jul/22	Continuing to meet with AE and AEP to get this resolved. Putting in applications for new license for the truckfills.
La Crete Future Water Supply Concept	Dec/22	Well 4 project has been awarded. Report from AE to AEP will have some information in it for this study. Will follow up with getting this study going.
LC – Well #4	Dec/22	Project has been awarded to Hotflash Electric. The underground construction was completed and are awaiting electrical items.
LC – North Sanitary Trunk Sewer	Dec/22	Have been in meetings with HELIX and Byron on project. Project on hold as per Council motion.
ZA – Sewage Forcemain	Dec/22	AMWWP project has been cancelled. Funding reallocated to Fort Vermilion mitigation project. Council Motion 21-12-865 on Dec 16 meeting.

ZA- Distribution Pump House Upgrades	Dec/22	Project is nearing the end. Most of the piping and electrical is done. Final phase will be done early July.
ZA- Lift Station Upgrades	Nov/22	Will apply for grant funding in a future year as per council motion.
FV – Rural Truckfill Pump Install	May/22	Equipment was installed and commissioned and now working through deficiency list. Will await final approval of project before bringing pumps online.
Zama Water Quality	Sept/22	ATAP to look into the water quality in Zama. Looking into their recommendations. Getting a pigging proposal done also. Want to wait until the Pumphouse project is complete.

Personnel Update:

Have several projects that took a good jump forward with some construction happening so was good to see.

Operators got most of the summer maintenance completed which is good to see. Working with contractors in Fort Vermilion on the subdivisions regarding tie in water outages.

Projects are moving slowly with the supply chain issues contractors are having. Next few months we should get going on these hopefully.

Other Comments:

Respectfully submitted,

John Zacharias
Director of Utilities
Mackenzie County

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Don Roberts, Director of Community Services**
Title:	**Budget Amendment Request – Breathing Apparatus Compressor**

BACKGROUND / PROPOSAL:

During the 2022 budget deliberations Council approved the purchase of a Breathing Apparatus Compressor and bottle filling station for the La Crete Fire Department. The unit they had was unable to keep up with the demands of the department and was becoming worn out. The old unit would be moved to the Zama City Fire Department that had no compressor and a small volume of usage.

During the ordering process it was identified that the new incoming unit would require 3 phase power and the La Crete Fire Hall ran on a single phase. 3 Phase power runs past the Fire Hall but is not wired into the hall.

Administration investigated the option of wiring the hall to 3 phase. This was a costly option $8000 - $10,000

The manufacturer informed Administration of an option for a 230-volt Single Phase VFD Drive that would essentially convert the compressor from 3-phase to single phase.

This increased the overall cost by an additional $5,580.48

All units are installed.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Original cost - $87,000.00
Final Cost - $92,580.48

Difference - $5,580.48

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the LC - Air Compressor - Bottle Filling Station (2022) TCA project budget be amended from $87,000 to $92,581.00 with funding coming from the General Operating Reserve.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Don Roberts, Director of Community Services**
Title:	**Budget Amendment Request – Firewood Pile**

BACKGROUND / PROPOSAL:

In 2021 it was identified that the wood pile in Wadlin Lake was going to waste and council made the following motion:

> Motion 21-06-526
> That the budget be amended by $7,500 to hire a nonprofit group to split and stack the fire wood at Wadlin Lake with funding coming from the General Operating Reserve.

This program was considered a success and Council made a second motion later that year.

> Motion 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.

This year Administration presented the Community Services Committee with the continuing issue of a vast amount of firewood at the La Crete Lagoon that is going to waste.

Community Services made the following motion:

> For Administration to reach out to non-profit organizations for the splitting and piling of firewood located at the La Crete lagoon.

There were two individual groups that were interested. The La Crete Minor Hockey and the Fort Vermilion Volleyball club.

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

The original concept was to utilize $10,000 within the current operations budget for "Splitting Firewood". With two groups interested the Community Services made the following motion:

> Community Services Committee recommends to Council that the 2022 Operational budget be amended by an additional $10,000 for the "Splitting Firewood".

OPTIONS & BENEFITS:

Option 1
To amend the 2022 Operating Budget with an additional $10,000

This would allow two very similar groups the opportunity to raise needed funds for their organizations and it would significantly help reduce the amount of wasted fire wood.

Option 2
Receive the Firewood Pile Budget request for information.

COSTS & SOURCE OF FUNDING:

Current 2022 Operating Budget – Firewood - $10,000

Requested amendment of an additional - $10,000 – General Operating Reserve

If approved the total 2022 Operating Budget for Firewood - $20,000

SUSTAINABILITY PLAN:

Strategy S3.6 Develop strategies to encourage residents of First Nations, Mennonite and County communities to participate in one another's public activities and events, and to ensure they feel genuinely welcome during such experiences (e.g., local festivals, cultural, and recreational activities).

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

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

That the 2022 Operating Budget be amended by $10,000 to hire two nonprofit groups to split and stack fire wood at the La Crete Lagoon with funding coming from the General Operating Reserve.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Financial Reports – January 1 – July 31, 2022**

BACKGROUND / PROPOSAL:

The Finance Department also provides monthly financial reports to Council as per policy. January – July 31, 2022 reports are attached for review.

During Budget deliberations, Council approved projects with funding from various reserves, and requested that administration review available grants to fund approved projects. The attached Capital project sheet identifies project-funding recommendations.

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – July 31, 2022)
- A report of funds invested in term deposits and other securities
  - (January – June 30, 2022)
- Project progress reports including expenditures to budget until July 31, 2022.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the financial reports for January to July 31, 2022 be received for information.

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

Mackenzie County
Summary of All Units January - July 2022

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
100-Municipal Taxes	$24,358,080	$24,310,502	$47,578
101-Lodge Requisition	$815,695	$814,060	$1,635
102-School Requisition	$6,612,576	$6,600,731	$11,845
103-Designated Ind. Property	$72,796	$72,558	$238
124-Frontage	$99,450	$53,204	$46,246
261-Ice Bridge	$140,000	$135,000	$5,000
420-Sales of goods and services	$1,005,720	$495,129	$510,591
421-Sale of water - metered	$3,529,675	$1,992,365	$1,537,310
422-Sale of water - bulk	$937,608	$682,378	$255,230
424-Sale of land	$10,000		$10,000
510-Penalties on taxes	$700,000	$132,447	$567,553
511-Penalties of AR and utilities	$21,000	$18,466	$2,534
520-Licenses and permits	$55,000	$42,323	$12,677
521-Offsite levy	$20,000		$20,000
522-Municipal reserve revenue	$150,000	$26,320	$123,680
526-Safety code permits	$300,000	$125,162	$174,838
525-Subdivision fees	$75,000	$49,450	$25,550
530-Fines	$9,000	$4,868	$4,132
531-Safety code fees	$8,000	$5,115	$2,885
550-Interest revenue	$325,000	$72,779	$252,221
551-Market value changes		$4,896	($4,896)
560-Rental and lease revenue	$174,127	$97,553	$76,574
597-Other revenue	$28,662	$18,297	$10,365
598-Community aggregate levy	$85,000		$85,000
630-Sale of non-TCA equipment		$150	($150)
840-Provincial grants	$602,353	$376,939	$225,414
890-Gain (Loss) Penny Rounding		$1	($1)
909-Other Sources -Grants	$65,000	$17,950	$47,050
930-Contribution from Operating Reserves	$2,979,811		$2,979,811
TOTAL REVENUE	**$43,179,553**	**$36,148,641**	**$7,030,912**
Excluding Requisitions	**$35,678,486**	**$28,661,292**	**$7,017,194**

Mackenzie County
Summary of All Units January - July 2022

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING EXPENSES			
110-Wages and salaries	$6,770,291	$3,792,864	$2,977,427
132-Benefits	$1,319,040	$750,713	$568,327
136-WCB contributions	$127,393	$45,952	$81,441
142-Recruiting	$15,000		$15,000
150-Isolation cost	$43,200	$28,918	$14,282
151-Honoraria	$587,360	$278,510	$308,850
211-Travel and subsistence	$336,614	$123,776	$212,838
212-Promotional expense	$36,000	$7,465	$28,535
214-Memberships & conference fees	$129,977	$54,542	$75,435
215-Freight	$98,450	$49,627	$48,823
216-Postage	$62,050	$35,445	$26,605
217-Telephone	$118,420	$66,628	$51,792
221-Advertising	$77,400	$66,349	$11,051
223-Subscriptions and publications	$12,600	$9,768	$2,832
231-Audit fee	$115,000	$108,500	$6,500
232-Legal fee	$100,000	$36,848	$63,152
233-Engineering consulting	$192,000	$68,398	$123,602
235-Professional fee	$215,700	$99,363	$116,337
236-Enhanced policing fee	$531,924	$97,186	$434,738
239-Training and education	$101,340	$21,941	$79,399
242-Computer programming	$214,675	$22,483	$192,193
243-Waste Management	$531,800	$205,238	$326,562
251-Repair & maintenance - bridges	$159,500	$10,423	$149,077
252-Repair & maintenance - buildings	$155,640	$62,909	$92,731
253-Repair & maintenance - equipment	$409,950	$232,020	$177,930
255-Repair & maintenance - vehicles	$102,400	$58,332	$44,068
258-Contract graders	$776,302	$363,100	$413,202
259-Repair & maintenance - structural	$1,535,700	$453,359	$1,082,341
260-Roadside Mowing & Spraying	$415,133	$40,430	$374,703
261-Ice bridge construction	$125,000	$117,521	$7,479
262-Rental - building and land	$64,650	$52,135	$12,515
263-Rental - vehicle and equipment	$104,530	$46,253	$58,277
266-Communications	$155,992	$79,609	$76,383
271-Licenses and permits	$23,000	$463	$22,537
272-Damage claims		$2,317	($2,317)
274-Insurance	$590,534	$531,578	$58,956
342-Assessor fees	$282,502	$100,478	$182,024
290-Election cost	$3,000	($31)	$3,031
511-Goods and supplies	$963,313	$683,717	$279,596
515-Lab Testing	$50,500	$15,142	$35,358
521-Fuel and oil	$645,700	$696,284	($50,584)
531-Chemicals and salt	$456,800	$81,022	$375,778
532-Dust control	$890,000	$746,214	$143,786
533-Grader blades	$143,000	$31,564	$111,436
534-Gravel (apply; supply and apply)	$3,578,583	$1,680,342	$1,898,241
994-Change in Inventory	$300,000		$300,000
543-Natural gas	$128,013	$117,858	$10,155
544-Electrical power	$717,093	$449,748	$267,345
550-Carbon Tax	$104,000	$88,940	$15,060
710-Grants to local governments	$2,250,000	$625,000	$1,625,000
735-Grants to other organizations	$2,314,147	$2,045,378	$268,769
747-School requisition	$6,612,576	$2,327,442	$4,285,134
750-Lodge requisition	$815,695	$798,705	$16,990
760-Designated Ind. Property	$72,796	$70,195	$2,601
763/764-Contributed to Reserve	$2,407,959		$2,407,959
810-Interest and service charges	$22,360	$12,286	$10,074
831-Interest - long term debt	$366,662	$156,644	$210,018
832-Principle - Long term debt	$1,356,458	$736,227	$620,231
921-Bad Debt	$1,500,000		$1,500,000
Non-TCA projects	$843,827	$727,504	$116,323
TOTAL EXPENSES	**$43,179,549**	**$20,211,621**	**$22,967,928**
Excluding Requisitions	**$35,678,482**	**$17,015,279**	**$18,663,203**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
OPERATING EXPENSES			
132-Benefits	$45,836	$27,931	$17,905
136-WCB contributions	$8,119	$2,786	$5,333
151-Honoraria	$475,560	$267,785	$207,775
211-Travel and subsistence	$210,373	$75,267	$135,106
214-Memberships & conference fees	$64,150	$30,908	$33,242
216-Postage		$789	($789)
217-Telephone	$7,700	$3,657	$4,043
221-Advertising	$1,000		$1,000
223-Subscriptions and publications	$750		$750
235-Professional fee	$8,000		$8,000
239-Training and education	$1,700	$953	$748
262-Rental - building and land		$135	($135)
266-Communications	$15,600	$6,586	$9,014
274-Insurance	$2,194	$1,828	$366
290-Election cost	$3,000	($31)	$3,031
511-Goods and supplies	$9,700	$1,026	$8,674
TOTAL EXPENSES	**$853,682**	**$419,619**	**$434,063**
Excluding Requisitions	**$853,682**	**$419,619**	**$434,063**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$31,050	$47,964	($16,914)
510-Penalties on taxes	$700,000	$132,447	$567,553
511-Penalties of AR and utilities	$9,000	$7,678	$1,322
550-Interest revenue	$325,000	$72,779	$252,221
551-Market value changes		$4,896	($4,896)
560-Rental and lease revenue	$54,300	$40,486	$13,814
597-Other revenue	$15,000	$17,485	($2,485)
598-Community aggregate levy	$85,000		$85,000
840-Provincial grants	$48,502	$19,020	$29,482
890-Gain (Loss) Penny Rounding		$1	($1)
909-Other Sources -Grants	$50,000		$50,000
930-Contribution from Operating Reserves	$75,000		$75,000
TOTAL REVENUE	**$1,392,852**	**$342,756**	**$1,050,096**
Excluding Requisitions	**$1,392,852**	**$342,756**	**$1,050,096**
OPERATING EXPENSES			
110-Wages and salaries	$1,791,159	$944,358	$846,801
132-Benefits	$353,752	$188,103	$165,649
136-WCB contributions	$28,995	$11,574	$17,421
142-Recruiting	$15,000		$15,000
150-Isolation cost	$14,400	$8,400	$6,000
211-Travel and subsistence	$29,851	$8,526	$21,325
212-Promotional expense	$21,000	$4,969	$16,031
214-Memberships & conference fees	$21,832	$5,179	$16,653
215-Freight	$9,000	$3,768	$5,232
216-Postage	$24,550	$26,921	($2,371)
217-Telephone	$43,600	$28,326	$15,274
221-Advertising	$64,000	$60,790	$3,210
223-Subscriptions and publications	$8,250	$4,041	$4,209
231-Audit fee	$115,000	$108,500	$6,500
232-Legal fee	$100,000	$33,370	$66,630
235-Professional fee	$75,000	$14,051	$60,949
239-Training and education	$19,620	$1,585	$18,035
242-Computer programming	$124,300	$7,371	$116,930
243-Waste Management	$4,800	$4,295	$505
252-Repair & maintenance - buildings	$59,150	$27,608	$31,542
253-Repair & maintenance - equipment	$9,100	$2,174	$6,926
255-Repair & maintenance - vehicles	$5,600	$1,403	$4,197
259-Repair & maintenance - structural	$500		$500
262-Rental - building and land		$30	($30)
263-Rental - vehicle and equipment	$29,494	$11,103	$18,391
266-Communications	$51,660	$24,404	$27,256
271-Licenses and permits		$112	($112)
274-Insurance	$106,711	$101,289	$5,422
342-Assessor fees	$282,502	$100,478	$182,024
511-Goods and supplies	$90,500	$26,263	$64,237
521-Fuel and oil	$20,600	$10,967	$9,633
543-Natural gas	$18,516	$16,268	$2,248
544-Electrical power	$81,058	$56,135	$24,923
710-Grants to local governments	$2,250,000	$625,000	$1,625,000
763/764-Contributed to Reserve	$169,450		$169,450
810-Interest and service charges	$21,000	$11,600	$9,400
921-Bad Debt	$1,500,000		$1,500,000
Non-TCA projects	$125,000	$63,095	$61,905
TOTAL EXPENSES	**$7,684,950**	**$2,542,056**	**$5,142,894**
Excluding Requisitions	**$7,684,950**	**$2,542,056**	**$5,142,894**
995-Amortization of TCA	**$347,368**		**$347,368**

Mackenzie County
23-Fire Department

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$173,900	$16,894	$157,006
909-Other Sources -Grants	$15,000		$15,000
930-Contribution from Operating Reserves	$15,000		$15,000
TOTAL REVENUE	**$203,900**	**$16,894**	**$187,006**
Excluding Requisitions	**$203,900**	**$16,894**	**$187,006**
OPERATING EXPENSES			
110-Wages and salaries	$44,925	$25,263	$19,662
132-Benefits	$7,618	$4,977	$2,641
136-WCB contributions	$782	$290	$492
151-Honoraria	$111,800	$10,725	$101,075
211-Travel and subsistence	$5,950	$7,061	($1,111)
214-Memberships & conference fees	$3,630		$3,630
215-Freight	$1,000	$1,512	($512)
217-Telephone	$27,440	$15,667	$11,773
239-Training and education	$44,420	$3,065	$41,355
252-Repair & maintenance - buildings	$10,500	$5,590	$4,910
253-Repair & maintenance - equipment	$29,600	$9,747	$19,853
255-Repair & maintenance - vehicles	$8,700	$6,077	$2,623
258-Contract graders	$17,000		$17,000
259-Repair & maintenance - structural	$1,500		$1,500
263-Rental - vehicle and equipment	$27,000	$11,996	$15,004
266-Communications	$69,012	$38,728	$30,284
271-Licenses and permits	$4,000		$4,000
274-Insurance	$48,867	$41,691	$7,176
511-Goods and supplies	$113,274	$23,795	$89,479
521-Fuel and oil	$17,000	$8,990	$8,010
543-Natural gas	$14,166	$12,992	$1,174
544-Electrical power	$16,707	$11,103	$5,604
Non-TCA projects	$30,000		$30,000
TOTAL EXPENSES	**$654,891**	**$239,268**	**$415,623**
Excluding Requisitions	**$654,891**	**$239,268**	**$415,623**
995-Amortization of TCA	**$202,247**		**$202,247**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
560-Rental and lease revenue	$40,500	$20,250	$20,250
TOTAL REVENUE	**$40,500**	**$20,250**	**$20,250**
Excluding Requisitions	**$40,500**	**$20,250**	**$20,250**
OPERATING EXPENSES			
252-Repair & maintenance - buildings	$7,000	$1,082	$5,918
274-Insurance	$3,434	$1,715	$1,719
TOTAL EXPENSES	**$10,434**	**$2,797**	**$7,637**
Excluding Requisitions	**$10,434**	**$2,797**	**$7,637**
995-Amortization of TCA	**$12,328**		**$12,328**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
520-Licenses and permits	$1,000		$1,000
530-Fines	$9,000	$4,868	$4,132
560-Rental and lease revenue	$13,827	$9,218	$4,609
TOTAL REVENUE	**$23,827**	**$14,086**	**$9,741**
Excluding Requisitions	**$23,827**	**$14,086**	**$9,741**
OPERATING EXPENSES			
110-Wages and salaries	$14,975	$8,421	$6,554
132-Benefits	$2,539	$1,659	$880
136-WCB contributions	$261	$97	$164
211-Travel and subsistence	$7,000	$367	$6,633
217-Telephone	$1,200		$1,200
223-Subscriptions and publications	$1,300	$2,439	($1,139)
235-Professional fee	$2,000	$80	$1,920
236-Enhanced policing fee	$531,924	$97,186	$434,738
239-Training and education	$8,000	$3,870	$4,130
252-Repair & maintenance - buildings	$12,050		$12,050
258-Contract graders	$8,000	$3,600	$4,400
266-Communications	$500	$390	$110
274-Insurance	$6,240	$5,200	$1,040
511-Goods and supplies	$500	$550	($50)
521-Fuel and oil	$500	$719	($219)
TOTAL EXPENSES	**$596,989**	**$124,579**	**$472,410**
Excluding Requisitions	**$596,989**	**$124,579**	**$472,410**
995-Amortization of TCA	**$565**		**$565**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	$81,100	$34,910	$46,190
261-Ice Bridge	$140,000	$135,000	$5,000
420-Sales of goods and services	$291,570	$180,087	$111,483
520-Licenses and permits	$4,000	$3,450	$550
630-Sale of non-TCA equipment		$150	($150)
840-Provincial grants	$121,262		$121,262
930-Contribution from Operating Reserves	$2,155,183		$2,155,183
TOTAL REVENUE	**$2,793,115**	**$353,597**	**$2,439,518**
Excluding Requisitions	**$2,793,115**	**$353,597**	**$2,439,518**
OPERATING EXPENSES			
110-Wages and salaries	$2,633,342	$1,562,947	$1,070,395
132-Benefits	$486,010	$272,745	$213,265
136-WCB contributions	$44,488	$16,434	$28,054
150-Isolation cost	$14,400	$8,056	$6,344
211-Travel and subsistence	$15,000	$18,594	($3,594)
214-Memberships & conference fees	$12,450	$715	$11,735
215-Freight	$20,000	$17,702	$2,298
216-Postage		$2	($2)
217-Telephone	$15,180	$7,947	$7,233
221-Advertising	$900	$115	$785
223-Subscriptions and publications	$2,000	$3,288	($1,288)
233-Engineering consulting	$90,000	$48,826	$41,174
235-Professional fee	$10,000	$5,187	$4,813
239-Training and education	$6,000	$11,479	($5,479)
251-Repair & maintenance - bridges	$159,500	$10,423	$149,077
252-Repair & maintenance - buildings	$28,390	$20,386	$8,004
253-Repair & maintenance - equipment	$177,000	$135,605	$41,395
255-Repair & maintenance - vehicles	$52,400	$32,757	$19,643
258-Contract graders	$260,000	$102,304	$157,696
259-Repair & maintenance - structural	$905,050	$252,754	$652,296
261-Ice bridge construction	$125,000	$117,521	$7,479
262-Rental - building and land	$3,150	$5,570	($2,420)
263-Rental - vehicle and equipment	$5,000	$206	$4,794
266-Communications	$11,340	$7,254	$4,086
271-Licenses and permits	$7,225		$7,225
272-Damage claims		$1,739	($1,739)
274-Insurance	$179,782	$154,040	$25,742
511-Goods and supplies	$371,239	$434,546	($63,307)
521-Fuel and oil	$540,000	$352,275	$187,725
531-Chemicals and salt	$165,000		$165,000
532-Dust control	$890,000	$746,214	$143,786
533-Grader blades	$143,000	$31,564	$111,436
534-Gravel (apply; supply and apply)	$3,568,583	$1,680,342	$1,888,241
994-Change in Inventory	$300,000		$300,000
543-Natural gas	$14,201	$13,093	$1,108
544-Electrical power	$274,685	$162,440	$112,245
550-Carbon Tax	$104,000	$88,940	$15,060
763/764-Contributed to Reserve	$633,228		$633,228
831-Interest - long term debt	$345,554	$146,997	$198,557
832-Principle - Long term debt	$1,006,843	$546,049	$460,794
Non-TCA projects	$6,600	$610,549	($603,949)
TOTAL EXPENSES	**$13,626,540**	**$7,627,605**	**$5,998,935**
Excluding Requisitions	**$13,626,540**	**$7,627,605**	**$5,998,935**
995-Amortization of TCA	**$6,709,150**		**$6,709,150**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$27,500	$7,474	$20,026
560-Rental and lease revenue	$34,542	$26,681	$7,861
930-Contribution from Operating Reserves	$32,708		$32,708
TOTAL REVENUE	**$94,750**	**$34,155**	**$60,595**
Excluding Requisitions	**$94,750**	**$34,155**	**$60,595**
OPERATING EXPENSES			
110-Wages and salaries	$39,008	$21,436	$17,572
132-Benefits	$7,947	$2,994	$4,953
136-WCB contributions	$680	$252	$428
211-Travel and subsistence	$4,000		$4,000
214-Memberships & conference fees	$4,500	$200	$4,300
215-Freight	$1,000		$1,000
223-Subscriptions and publications	$300		$300
235-Professional fee	$10,000		$10,000
239-Training and education	$3,200		$3,200
252-Repair & maintenance - buildings	$3,500		$3,500
253-Repair & maintenance - equipment	$32,000		$32,000
255-Repair & maintenance - vehicles	$3,300		$3,300
259-Repair & maintenance - structural	$26,200		$26,200
262-Rental - building and land	$60,000	$45,000	$15,000
266-Communications	$4,880	$1,196	$3,684
271-Licenses and permits	$1,725		$1,725
274-Insurance	$7,027	$5,969	$1,058
511-Goods and supplies	$1,000	$2,888	($1,888)
521-Fuel and oil	$1,700	$798	$902
531-Chemicals and salt	$17,500	$6,347	$11,153
543-Natural gas	$3,642	$3,220	$422
544-Electrical power	$26,579	$20,701	$5,878
Non-TCA projects	$32,708		$32,708
TOTAL EXPENSES	**$292,396**	**$111,001**	**$181,395**
Excluding Requisitions	**$292,396**	**$111,001**	**$181,395**
995-Amortization of TCA	**$196,006**		**$196,006**

Mackenzie County
41-Water Services

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	$5,950	$5,926	$24
420-Sales of goods and services	$68,500	$40,201	$28,299
421-Sale of water - metered	$2,392,568	$1,379,892	$1,012,676
422-Sale of water - bulk	$928,708	$677,878	$250,830
511-Penalties of AR and utilities	$12,000	$10,788	$1,212
521-Offsite levy	$20,000		$20,000
597-Other revenue		$813	($813)
930-Contribution from Operating Reserves	$220,080		$220,080
TOTAL REVENUE	**$3,647,806**	**$2,115,497**	**$1,532,309**
Excluding Requisitions	**$3,647,806**	**$2,115,497**	**$1,532,309**
OPERATING EXPENSES			
110-Wages and salaries	$542,765	$303,976	$238,789
132-Benefits	$94,871	$56,195	$38,676
136-WCB contributions	$12,939	$3,507	$9,432
150-Isolation cost	$8,640	$7,477	$1,163
211-Travel and subsistence	$44,600	$7,839	$36,761
214-Memberships & conference fees	$3,020	$1,680	$1,340
215-Freight	$60,100	$24,937	$35,163
216-Postage	$31,500	$7,628	$23,872
217-Telephone	$18,000	$8,210	$9,790
221-Advertising	$500		$500
233-Engineering consulting	$26,000	$8,769	$17,231
239-Training and education	$8,750	$920	$7,830
242-Computer programming	$7,500	$3,293	$4,207
252-Repair & maintenance - buildings	$15,900	$7,207	$8,693
253-Repair & maintenance - equipment	$73,950	$29,595	$44,355
255-Repair & maintenance - vehicles	$10,800	$12,516	($1,716)
258-Contract graders	$77,600	$31,831	$45,769
259-Repair & maintenance - structural	$69,700	$17,918	$51,782
262-Rental - building and land	$1,500	$1,400	$100
263-Rental - vehicle and equipment	$1,500	$3,700	($2,200)
266-Communications	$2,000	$1,051	$949
271-Licenses and permits	$950	$351	$599
274-Insurance	$136,369	$124,927	$11,443
511-Goods and supplies	$302,300	$160,060	$142,240
515-Lab Testing	$45,000	$14,952	$30,048
521-Fuel and oil	$46,000	$33,535	$12,465
531-Chemicals and salt	$143,300	$60,547	$82,753
543-Natural gas	$71,997	$68,614	$3,383
544-Electrical power	$276,800	$170,818	$105,982
763/764-Contributed to Reserve	$1,066,043		$1,066,043
831-Interest - long term debt	$11,719	$6,160	$5,559
832-Principle - Long term debt	$215,113	$107,256	$107,857
Non-TCA projects	$220,080	$4,815	$215,265
TOTAL EXPENSES	**$3,647,806**	**$1,291,684**	**$2,356,122**
Excluding Requisitions	**$3,647,806**	**$1,291,684**	**$2,356,122**
995-Amortization of TCA	**$1,405,945**		**$1,405,945**

Mackenzie County
42-Sewer Services

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	$12,400	$12,369	$31
421-Sale of water - metered	$1,137,107	$612,473	$524,634
422-Sale of water - bulk	$8,900	$4,500	$4,400
TOTAL REVENUE	**$1,158,407**	**$629,341**	**$529,066**
Excluding Requisitions	**$1,158,407**	**$629,341**	**$529,066**
OPERATING EXPENSES			
110-Wages and salaries	$358,918	$175,032	$183,886
132-Benefits	$65,614	$36,501	$29,113
136-WCB contributions	$8,724	$2,319	$6,405
150-Isolation cost	$5,760	$4,985	$775
215-Freight	$3,250	$579	$2,671
232-Legal fee		$703	($703)
233-Engineering consulting	$6,000		$6,000
252-Repair & maintenance - buildings	$1,750	$83	$1,667
253-Repair & maintenance - equipment	$64,100	$52,555	$11,545
259-Repair & maintenance - structural	$140,650	$6,658	$133,993
263-Rental - vehicle and equipment	$2,000		$2,000
271-Licenses and permits	$100		$100
274-Insurance	$12,461	$10,604	$1,857
511-Goods and supplies	$10,500	$1,015	$9,485
515-Lab Testing	$5,500	$190	$5,310
531-Chemicals and salt	$36,000	$14,128	$21,872
543-Natural gas	$4,715	$3,297	$1,418
544-Electrical power	$26,522	$17,585	$8,937
763/764-Contributed to Reserve	$375,576		$375,576
831-Interest - long term debt	$7,789	$2,897	$4,892
832-Principle - Long term debt	$22,478	$11,119	$11,359
TOTAL EXPENSES	**$1,158,407**	**$340,249**	**$818,158**
Excluding Requisitions	**$1,158,407**	**$340,249**	**$818,158**
995-Amortization of TCA	**$698,464**		**$698,464**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$297,000	$149,183	$147,817
TOTAL REVENUE	**$297,000**	**$149,183**	**$147,817**
Excluding Requisitions	**$297,000**	**$149,183**	**$147,817**
OPERATING EXPENSES			
110-Wages and salaries	$58,938	$31,383	$27,555
132-Benefits	$10,270	$6,613	$3,657
136-WCB contributions	$1,028	$381	$647
221-Advertising	$800	$220	$580
243-Waste Management	$527,000	$200,943	$326,057
252-Repair & maintenance - buildings	$5,400	$932	$4,468
253-Repair & maintenance - equipment	$8,750		$8,750
258-Contract graders	$136,702	$71,093	$65,609
259-Repair & maintenance - structural	$31,600	$555	$31,045
274-Insurance	$5,645	$1,977	$3,668
511-Goods and supplies	$2,100	$650	$1,450
521-Fuel and oil	$7,000	$5,342	$1,658
544-Electrical power	$13,510	$9,957	$3,553
810-Interest and service charges	$1,360	$685	$675
TOTAL EXPENSES	**$810,103**	**$330,731**	**$479,372**
Excluding Requisitions	**$810,103**	**$330,731**	**$479,372**
995-Amortization of TCA	**$20,137**		**$20,137**

Mackenzie County
51-Family Community Services

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
597-Other revenue	$13,662		$13,662
840-Provincial grants	$298,682	$224,012	$74,670
TOTAL REVENUE	**$312,344**	**$224,012**	**$88,332**
Excluding Requisitions	**$312,344**	**$224,012**	**$88,332**
OPERATING EXPENSES			
274-Insurance	$47	$354	($307)
735-Grants to other organizations	$836,800	$722,443	$114,357
763/764-Contributed to Reserve	$13,662		$13,662
TOTAL EXPENSES	**$850,509**	**$722,797**	**$127,712**
Excluding Requisitions	**$850,509**	**$722,797**	**$127,712**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$19,000	$25,507	($6,507)
520-Licenses and permits	$50,000	$38,873	$11,128
526-Safety code permits	$300,000	$125,162	$174,838
525-Subdivision fees		$1,725	($1,725)
531-Safety code fees	$8,000	$5,115	$2,885
930-Contribution from Operating Reserves	$362,385		$362,385
TOTAL REVENUE	**$739,385**	**$196,381**	**$543,004**
Excluding Requisitions	**$739,385**	**$196,381**	**$543,004**
OPERATING EXPENSES			
110-Wages and salaries	$676,471	$349,114	$327,357
132-Benefits	$136,742	$75,748	$60,994
136-WCB contributions	$11,004	$4,371	$6,633
211-Travel and subsistence	$5,500	$1,566	$3,934
212-Promotional expense	$2,000	$37	$1,963
214-Memberships & conference fees	$1,880	$2,175	($295)
215-Freight	$3,000	$1,128	$1,872
216-Postage	$4,000	$105	$3,895
217-Telephone	$1,080	$463	$617
221-Advertising	$3,000	$300	$2,700
232-Legal fee		$2,775	($2,775)
235-Professional fee	$20,000	$12,054	$7,946
239-Training and education	$4,400	$0	$4,400
242-Computer programming	$73,875	$11,819	$62,056
255-Repair & maintenance - vehicles	$1,800	$115	$1,685
258-Contract graders	$180,000	$124,769	$55,231
263-Rental - vehicle and equipment	$12,000	$4,607	$7,393
271-Licenses and permits	$8,000		$8,000
274-Insurance	$5,060	$4,207	$853
511-Goods and supplies	$12,000	$11,674	$326
521-Fuel and oil	$2,500	$1,740	$760
Non-TCA projects	$362,384	$33,660	$328,724
TOTAL EXPENSES	**$1,526,696**	**$642,429**	**$884,267**
Excluding Requisitions	**$1,526,696**	**$642,429**	**$884,267**
995-Amortization of TCA	**$11,998**		**$11,998**

Mackenzie County
63-Agriculture

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$6,200	$7,258	($1,058)
560-Rental and lease revenue	$30,958	$919	$30,039
840-Provincial grants	$133,907	$133,907	$0
909-Other Sources -Grants		$17,950	($17,950)
930-Contribution from Operating Reserves	$89,055		$89,055
TOTAL REVENUE	**$260,120**	**$160,033**	**$100,087**
Excluding Requisitions	**$260,120**	**$160,033**	**$100,087**
OPERATING EXPENSES			
110-Wages and salaries	$252,832	$157,814	$95,018
132-Benefits	$45,398	$31,347	$14,051
136-WCB contributions	$4,425	$1,634	$2,791
211-Travel and subsistence	$9,940	$3,039	$6,901
212-Promotional expense	$2,000		$2,000
214-Memberships & conference fees	$2,870	$1,060	$1,810
217-Telephone	$2,760	$1,215	$1,545
221-Advertising	$500	$124	$376
233-Engineering consulting	$20,000		$20,000
235-Professional fee	$65,600	$60,350	$5,250
239-Training and education	$1,050		$1,050
242-Computer programming	$9,000		$9,000
252-Repair & maintenance - buildings	$500		$500
253-Repair & maintenance - equipment	$6,500	$1,118	$5,382
255-Repair & maintenance - vehicles	$7,200	$1,835	$5,365
259-Repair & maintenance - structural	$276,500	$159,287	$117,213
260-Roadside Mowing & Spraying	$415,133	$40,430	$374,703
263-Rental - vehicle and equipment	$22,136	$11,042	$11,094
274-Insurance	$17,000	$14,661	$2,339
511-Goods and supplies	$10,900	$4,118	$6,782
521-Fuel and oil	$10,000	$9,689	$311
531-Chemicals and salt	$95,000		$95,000
735-Grants to other organizations	$148,500	$105,000	$43,500
Non-TCA projects	$42,655		$42,655
TOTAL EXPENSES	**$1,468,399**	**$603,762**	**$864,637**
Excluding Requisitions	**$1,468,399**	**$603,762**	**$864,637**
995-Amortization of TCA	**$46,113**		**$46,113**

Mackenzie County
66-Subdivision

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
424-Sale of land	$10,000		$10,000
522-Municipal reserve revenue	$150,000	$26,320	$123,680
525-Subdivision fees	$75,000	$47,725	$27,275
TOTAL REVENUE	**$235,000**	**$74,045**	**$160,955**
Excluding Requisitions	**$235,000**	**$74,045**	**$160,955**
OPERATING EXPENSES			
110-Wages and salaries	$212,675	$151,449	$61,226
132-Benefits	$39,793	$32,736	$7,057
136-WCB contributions	$3,424	$1,374	$2,050
211-Travel and subsistence	$2,000	$1,093	$907
214-Memberships & conference fees	$1,425	$125	$1,300
216-Postage	$2,000		$2,000
217-Telephone	$960	$343	$617
233-Engineering consulting	$30,000	$10,803	$19,197
235-Professional fee	$25,000	$7,641	$17,360
239-Training and education	$2,000	$70	$1,930
263-Rental - vehicle and equipment	$5,400	$3,600	$1,800
511-Goods and supplies	$4,000		$4,000
763/764-Contributed to Reserve	$150,000		$150,000
TOTAL EXPENSES	**$478,677**	**$209,233**	**$269,444**
Excluding Requisitions	**$478,677**	**$209,233**	**$269,444**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
930-Contribution from Operating Reserves	$6,000		$6,000
TOTAL REVENUE	**$6,000**	**$0**	**$6,000**
Excluding Requisitions	**$6,000**	**$0**	**$6,000**
OPERATING EXPENSES			
274-Insurance	$54,383	$57,259	($2,876)
735-Grants to other organizations	$1,066,788	$964,444	$102,344
831-Interest - long term debt	$1,600	$591	$1,009
832-Principle - Long term debt	$112,024	$71,802	$40,222
TOTAL EXPENSES	**$1,234,795**	**$1,094,097**	**$140,698**
Excluding Requisitions	**$1,234,795**	**$1,094,097**	**$140,698**
995-Amortization of TCA	**$486,433**		**$486,433**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	$91,000	$20,561	$70,439
930-Contribution from Operating Reserves	$24,400		$24,400
TOTAL REVENUE	**$115,400**	**$20,561**	**$94,839**
Excluding Requisitions	**$115,400**	**$20,561**	**$94,839**
OPERATING EXPENSES			
110-Wages and salaries	$144,283	$61,672	$82,611
132-Benefits	$22,650	$13,165	$9,485
136-WCB contributions	$2,524	$932	$1,592
211-Travel and subsistence	$2,400	$424	$1,976
214-Memberships & conference fees	$1,720		$1,720
215-Freight	$1,100		$1,100
217-Telephone	$500	$800	($300)
221-Advertising	$1,700		$1,700
233-Engineering consulting	$20,000		$20,000
235-Professional fee	$100		$100
239-Training and education	$2,200		$2,200
252-Repair & maintenance - buildings	$9,000	$20	$8,980
253-Repair & maintenance - equipment	$8,950	$1,227	$7,723
255-Repair & maintenance - vehicles	$12,600	$3,630	$8,970
258-Contract graders	$97,000	$29,503	$67,497
259-Repair & maintenance - structural	$84,000	$16,188	$67,812
266-Communications	$1,000		$1,000
271-Licenses and permits	$1,000		$1,000
272-Damage claims		$577	($577)
274-Insurance	$3,122	$2,811	$311
511-Goods and supplies	$35,300	$17,131	$18,169
521-Fuel and oil	$400		$400
534-Gravel (apply; supply and apply)	$10,000		$10,000
543-Natural gas	$776	$376	$400
544-Electrical power	$1,232	$1,010	$222
Non-TCA projects	$24,400	$15,386	$9,014
TOTAL EXPENSES	**$487,957**	**$164,851**	**$323,106**
Excluding Requisitions	**$487,957**	**$164,851**	**$323,106**
995-Amortization of TCA	**$113,638**		**$113,638**

Mackenzie County
73-Tourism

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
OPERATING EXPENSES			
212-Promotional expense	$11,000	$2,458	$8,542
214-Memberships & conference fees	$12,500	$12,500	$0
221-Advertising	$5,000	$4,800	$200
TOTAL EXPENSES	**$28,500**	**$19,758**	**$8,742**
Excluding Requisitions	**$28,500**	**$19,758**	**$8,742**

	2022 Budget	2022 Actual Total	$ Variance (Remaining)
OPERATING REVENUES			
OPERATING EXPENSES			
252-Repair & maintenance - buildings	$2,500		$2,500
274-Insurance	$2,192	$3,045	($853)
735-Grants to other organizations	$262,059	$253,490	$8,569
TOTAL EXPENSES	**$266,751**	**$256,534**	**$10,217**
Excluding Requisitions	**$266,751**	**$256,534**	**$10,217**

MACKENZIE COUNTY

ONE TIME Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding			Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	
(12) - Administration Department													
FV - Asset Management (2021)	125,000	125,000	553	553	124447			50,000			75,000	GORF	CM 21-09-660
Total department 12	**125,000**	**125,000**	**553**	**553**	**124,447**	**-**	**-**	**50,000**	**-**	**-**	**75,000**	**-**	**125,000**
(23) - Fire Department													
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000				15,000	-	15,000	GORF	50/50 FVFD
Total department 23	**30,000**	**30,000**	**-**	**-**	**30,000**	**-**	**-**	**-**	**15,000**	**-**	**15,000**	**-**	**30,000**
(32) - Public Works													
FV - Repair Shop Operations Fence	6,600	6,600	-	-	6,600						6,600	GORF	
Total department 32	**6,600**	**6,600**	**-**	**-**	**6,600**	**-**	**-**	**-**	**-**	**-**	**6,600**	**-**	**6,600**
(33) - Airport													
Airport Master Plan (CF 2016)	75,000	32,707	42,293	-	32,707						32,708	GORF	
Total department 33	**75,000**	**32,707**	**42,293**	**-**	**32,707**	**-**	**-**	**-**	**-**	**-**	**32,708**	**-**	**32,708**
(41) - Water													
LC -La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910						190,910	GORF	
Water Diversion License Review	55,000	29,170	30,645	4,815	24,355						29,170	GORF	CM 21-12-837 ADDED $10k from GOR
Total department 41	**255,000**	**220,080**	**39,735**	**4,815**	**215,265**	**-**	**-**	**-**	**-**	**-**	**220,080**		**220,080**
(61) - Planning & Development Department													
Municipal Development Plan	305,000	36,384	287,928	19,312	17,072						36,385	GOR	20-08-494
LC - Atlas Landing Dispositions (2022)	25,000	25,000	14,348	14,348	10,652						25,000	GORF	
LC - Storm Water Plan (2022)	151,000	151,000	-	-	151,000						151,000	MR	
La Crete Area Structure Plan (2022)	150,000	150,000	-	-	150,000						150,000	MR	
Total department 61	**631,000**	**362,384**	**302,276**	**33,660**	**328,724**	**-**	**-**	**-**	**-**	**-**	**362,385**	**-**	**362,385**
(63) - Agricultural Services Department													
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000						30,000	GORF	Motion 18-08-589
FV - 2022 Agricultural Fair & Tradeshow (2022)	12,655	12,655	-	-	12,655				12,655				CM 22-04-324
Total department 63	**42,655**	**42,655**	**-**	**-**	**42,655**	**-**	**-**	**-**	**12,655**	**-**	**30,000**		**42,655**
(72) - Parks													
LC Walking Trail	6,000	6,000	-	-	6,000						6,000	GORF	
La Crete Walking Trail LOC	15,400	15,400	15,386	15,386	14						15,400	GORF	CM 22-02-107
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000						3,000	GORF	This may require potential expenditures in 2020+
Total department 72	**24,400**	**24,400**	**15,386**	**15,386**	**9,014**	**-**	**-**	**-**	**-**	**-**	**24,400**	**-**	**24,400**
													843,828
TOTAL 2022 ONE TIME Projects	**1,189,655**	**843,826**	**400,242**	**54,413**	**789,413**	**-**	**-**	**50,000**	**27,655**	**-**	**766,173**	**-**	**843,828**
2022 Contingent on Grant Funding													
Bridge Maintenance (7 bridges)	250,000							250,000					
2022 Contingent on Grant Funding- Total	**250,000**	**-**	**-**	**-**	**-**	**-**	**-**	**250,000**	**-**	**-**	**-**	**-**	**-**

Funding Sources for the 2022 Approved Non TCA projects is as follows:

Other Grants/Sources	**$**	**77,655**
Municpal Reserve	**$**	**301,000**
General Operating Reserve	**$**	**465,173**
General Capital Reserve		
Total	**$**	**843,828**

MACKENZIE COUNTY

January - July 31, 2022

TCA Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding				Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	
(12) - Administration Department														
LC - 100 Street Plan	65,000	65,000	19,590	19,590	45,410						GCR	65,000		CM 20-04-242
FV - Flood Mitagation (2021)	15,359,219	11,063,372	5,312,254	1,016,407	10,046,965			10,281,519	171,929		GCR/GOR	609,924		CM 20-06-378, 20-07-455,20-12-761,20-12-762, 21-04-325, 21-11-804, 22-04-266
Council Chambers Windows (2021)	8,700	8,700	6,918	6,918	1,782						GCR	8,700		CM 21-10-691
FV - Photocopier (2022)	72,500	72,500	61,675	61,675	10,825	62,500			10,000					
Zama Building - Air Conditioning & Heating (2022)	107,000	107,000	99,375	99,375	7,625	79,000					GCR	28,000		CM 22-04-304
FV-Interim Housing Project (2022)	500,000	500,000	392,617	392,617	107,383						GCR	500,000		CM 22-05-365
Total department 12	**16,112,419**	**11,816,572**	**5,892,429**	**1,596,582**	**10,219,990**	**141,500**	**-**	**10,281,519**	**181,929**	**-**	**-**	**1,211,624**	**-**	**11,816,572**
(23) - Fire Department														
FV - Training Facility (CF 2017)	20,000	1,733	18,267	-	1,733				383		GCR	1,350		Other Sources - FVFD 50%
LC - Air Compressor - Bottle Filling Station (2022)	87,000	87,000	-	-	87,000	87,000								
LC - Training Grounds	33,000	33,000	-	-	33,000				16,500		GCR	16,500		CM 22-07-501 Other Source LCFD
Total department 23	**140,000**	**121,733**	**18,267**	**-**	**121,733**	**87,000**	**-**	**-**	**16,883**	**-**	**-**	**17,850**	**-**	**121,733**
(32) - Transportation Department														
Gravel Reserve (CF 2014)	150,000	92,357	120,213	62,570	29,787						RDR	92,357		
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000	75,000	-	-	75,000		75,000							
OR01 New Road Infrastructure Endeavour to Assist	1,165,986	500,000	698,844	32,857	467,142						GCR/RDR	500,000		
30 m Right of way for road widening - various locations (2021)	200,000	194,209	86,041	80,251	113,959						RDR	194,209		
Rebuild TWP Rd 1044 (1 mile) (2021)	300,000	273,663	26,338	-	273,663		273,663							
Washout & Culvert Upgrades (2021)	852,000	461,372	404,583	13,955	447,417		109,372				RDR	352,000		CM 21-06-486, 22-05-356,22-06-484
LC - 109 Avenue Widening (2021)	45,000	20,584	29,394	4,978	15,606						GCR	20,584		CM 21-09-658
AWD 160M Graders X3 (2021)	1,714,101	1,714,101	-	-	1,714,101		1,039,101		675,000					CM 21-12-896
FV - Office truck (2022)	50,000	50,000	50,026	50,026	(26)	48,000			2,000					
LC - Office truck (2022)	50,000	50,000	50,026	50,026	(26)	48,000			2,000					
FV- Zero Turn (2022)	21,500	21,500	16,504	16,504	4,996	15,000			6,500					
Truck - Director of Utilities (2022)	42,000	42,000	-	-	42,000	42,000								
10" pump x 2 (2022)	180,000	180,000	177,872	177,872	2,128						GCR	180,000		
TWP RD 1050 (27 baseline) 2 miles (2022)	700,000	700,000	11,235	11,235	688,765		700,000							
113 Avenue Reshape & Shoulder Pull (2022)	175,000	175,000	-	-	175,000	175,000								CM 22-06-486
Zama Pavement Repair (2022)	1,000,000	1,000,000	11,850	11,850	988,150		1,000,000							
BF 78209 NW 17 105 14 W5M - Teepee Creek (2022)	550,000	550,000	11,496	11,496	538,504	550,000								
Range Road 154 - In 108-15 (2022)	350,000	350,000	-	-	350,000		350,000							
Rebuild 2 miles Heliport Road (Twp 1102 - Rge Rd 184-190) (2022)	250,000	250,000	12,045	12,045	237,955		250,000							
Machesis Lake - Road Rebuild and section Repairs (2022)	100,000	100,000	-	-	100,000	29,846	70,154							
Blue Hills - Road Rebuild and section Repairs (2022)	125,000	125,000	12,210	12,210	112,790	125,000								
Rebuild Fox Lake Road (2 miles) - spot repair (2022)	85,000	85,000	5,188	5,188	79,813	85,000								
Roller Packer (2022)	40,000	40,000	40,000	40,000	-						V&E	40,000		CM 22-04-273
LC - RR 181 Culvert Replacement (2022)	198,275	198,275	198,275	198,275	-						RDR	198,275		CM 22-04-315
Electrical Vehicle Charging Stations (2022)	179,010	179,010	-	-	179,010			179,010						CM 22-04-316
Rebuild Rge Rd 155	700,000	700,000	-	-	700,000		400,000				SWMR	300,000		CM 22-06-483, 22-07-522
Total department 32	**9,297,872**	**8,127,070**	**1,962,138**	**791,337**	**7,335,734**	**1,117,846**	**4,267,290**	**179,010**	**685,500**	**-**	**-**	**1,877,425**	**-**	**8,127,071**
Airports														
FV -Airport - Lighting Upgrade	260,000	260,000	-	-	260,000						GOR/GCR	260,000		CM 21-05-465, CM 22-03-229, CM 22-04-274
FV - Spray Insullation & Radiant Heat Pole Building (2022)	50,000	50,000	33,010	33,010	16,990	50,000								
Total deparment 33	**310,000**	**310,000**	**33,010**	**33,010**	**276,990**	**50,000**	**-**	**-**	**-**	**-**	**-**	**260,000**	**-**	**310,000**
(41) - Water Treatment & Distribution Department														
LC - Well Number 4 (CF 2016)	1,348,966	977,697	406,736	35,467	942,230			491,835			GCR	485,863		20-12-763
ZA - Water Treatment Plant Upgrading (CF 2017)	1,153,569	879,324	654,659	380,414	498,910			486,837			RWTR/WTRSWR	392,487		CM 21-09-634
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	20,443	260,257	-	20,443						RWTR	20,443		
LC - Waterline Bluehills (CF 2015)	833,250	690,722	142,528	-	690,722		690,722							
FV - Rural Water Supply North of the Peace River (2018)	420,000	166,251	253,749	-	166,251						GOR	166,252		$20,000 from 2017 Non TCA Project - HL Rural Comprehensive Water Study, $400,000
FV - Rural Truck Fill Pump Install (2021)	324,500	273,614	265,657	214,772	58,843		263,614				WTRSWR	10,000		CM 21-05-398, CM 21-12-839
LC-North Waterline Oversizing (2021)	200,000	200,000	200,000	200,000	-						WTRSWR	200,000		CM 21-05-453
LC-North Sanitary Trunk Sewer (2021)	280,000	233,654	114,181	67,835	165,819						GOR	233,654		CM 21-05-461 CM 21-07-517
LC - Motor Starters (2022)	90,000	90,000	1,625	1,625	88,376						WTRSWR	90,000		
Water line Relocation (2022)	45,000	45,000	44,275	44,275	725						WTRSWR	45,000		
Water Point Building Replacements (BHP, Tompkins, Rocky Lane) (2022)	64,000	64,000	-	-	64,000						WTRSWR	64,000		CM 22-05-353
LC - East Waterline Oversizing SE 10-106-15-W5M (2022)	75,000	75,000	-	-	75,000						WTRSWR	75,000		CM 22-03-182
Total department 41	**5,114,985**	**3,715,705**	**2,343,668**	**944,388**	**2,771,317**	**-**	**954,336**	**978,672**	**-**	**-**	**-**	**1,782,699**	**-**	**3,715,707**
(42) - Sewer Disposal Department														
LC - North Storm-Pond A (2021)	1,190,000	775,790	828,984	414,774	361,016						WTRSWR	90,000	685,790	CM 21-03-240, CM 21-04-312, CM 21-07-533, CM 21-10-677
FV - Sewer Upgrades (2022)	1,226,000	1,226,000	-	-	1,226,000			1,226,000						CM 22-04-281
Total department 42	**2,416,000**	**2,001,790**	**828,984**	**414,774**	**1,587,016**	**-**	**-**	**1,226,000**	**-**	**-**	**-**	**90,000**	**685,790**	**2,001,790**

2022-08-10 JB

MACKENZIE COUNTY

January - July 31, 2022

TCA Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding				Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	
(61) - Planning & Development														
LC Drainage Ditch NE 8-106-15-W5M (2021)	15,000	4,475	10,525	-	4,475						GCR	4,475		CM 21-02-100
GIS Computer (2022)	7,500	7,500	-	-	7,500	7,500								
Plotter (2022)	13,000	13,000	12,363	12,363	637	13,000								
Total department 61	**35,500**	**24,975**	**22,888**	**12,363**	**12,612**	**20,500**	**-**	**-**	**-**	**-**	**-**	**4,475**	**-**	**24,975**
(63) - Agriculture														
HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	38,019	1,142,981	-	38,019						SWMR	38,019		
Rural Drainaige 2022	188,000	188,000	-	-	188,000						SWMR	188,000		CM 22-06-485
Total department 63	**1,369,000**	**226,019**	**1,142,981**	**-**	**226,019**	**-**	**-**	**-**	**-**	**-**	**-**	**226,019**	**-**	**226,019**
(71) - Recreation														
FV - Overhead Door Replacement/Completion of Hockey Netting	16,000	3,100	12,900	-	3,100						RB-FV	3,100		
FV- Outdoor Rink Repairs	14,000	14,000	-	-	14,000						RB-FV	14,000		
FV - Purchase Outhouses for Rodeo Grounds	10,000	10,000	-	-	10,000						RB-FV/GOR/GCR	10,000		
LC - Tennis Court, Basketball Pickle Ball Court (2021)	304,080	141,215	304,080	141,215	0		68,121		73,095					CM 21-05-400, 22-04-261
LC - Northern Lights Recreation Center New Arena (2021)	5,389,274	1,196,059	4,675,449	482,234	713,825				1,196,059					CM 21-06-485, CM 22-02-111,22-04-260
FV - Community Hall Air Conditioning (2022)	50,000	50,000	-	-	50,000	50,000								
FV - Main lobby epoxy floor (2022)	8,400	8,400	-	-	8,400	8,400								
FV - Roof leak exploration and repair (2022)	15,000	15,000	-	-	15,000	15,000								
LC - Ball Diamond Water Line (2022)	6,000	6,000	-	-	6,000	6,000								
LC - 3 new industrial snowblowers for outdoor rinks (2022)	12,329	12,329	-	-	12,329	12,329								CM 22-06-432
LC - New beach volleyball court (2022)	10,000	10,000	-	-	10,000	10,000								
LC - Replace concrete pad by shop door (2022)	7,500	7,500	-	-	7,500	7,500								
ZA - Plexiglass Window in Park Shelter (2022)	17,000	17,000	-	-	17,000	17,000								
ZA - Cabin Utilities Development - $120,000 - County share $20,000 (2022)	20,000	20,000	-	-	20,000	20,000								$100k from Alberta Tourism Grant - Direct to ZABC
LC - Electric Zamboni for Outdoor Rinks (2022)	176,500	176,500	-	-	176,500			50,000	126,500					CM 22-02-109
LC - Walk Behind Floor Scrubber (2022)	14,000	14,000	-	-	14,000	5,671			8,329					CM 22-06-432
Total department 71	**6,070,083**	**1,701,103**	**4,992,429**	**623,449**	**1,077,654**	**151,900**	**68,121**	**50,000**	**1,403,983**	**-**	**-**	**27,100**	**-**	**1,701,104**
(72) - Parks & Playgrounds Department														
Hutch Lake Campground Improvements (CF 2017)	112,000	2,228	109,772	-	2,228						MR	2,228		
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch & FV Bridge Campground	92,000	22,671	72,406	3,077	19,594						GOR	22,671		CM 21-01-051
Vanguard Subdivision Playground Equipment	30,000	3,685	26,315	-	3,685						MR	3,685		
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	10,045	2,955	-	10,045						GCR	10,045		
Jubilee Park Walkway	10,000	10,000	-	-	10,000						GOR	10,000		
FV - Streetscape (CF 2017)	125,000	86,641	38,359	-	86,641						GOR/GCR	86,641		CM 19-04-274 Moved to 72 in 2020 Budget (25,000GOR) cm21-07-518
Streetscape - La Crete	50,000	29,291	20,709	-	29,291						GOR/GCR	29,291		
New Hamlet Park (2021)	38,000	8,685	29,315	-	8,685						MR	8,685		
Water Well at Jubilee Park (2021)	17,955	17,955	-	-	17,955	17,955								
FV - Streetscape Second dock project (2021)	25,394	25,394	-	-	25,394						GCR/GOR	25,394		CM21-07-518
Wadlin Lake Campground - Major Improvements (2022)	50,000	50,000	33,441	33,441	16,559						RP	50,000		
Hutch Lake Campground - Major Improvements (2022)	50,000	50,000	-	-	50,000						RP	50,000		
Bridge Campground - Major Improvements (2022)	100,000	100,000	-	-	100,000						RP	100,000		
Machesis Lake Campground (2022)	30,000	30,000	-	-	30,000						RP	30,000		
Zama Campground - Major Improvements (2022)	20,000	20,000	-	-	20,000						RP	20,000		
Hamlet Park Development (2022)	75,000	75,000	-	-	75,000						MR	75,000		
Total department 72	**838,349**	**541,594**	**333,272**	**36,518**	**505,077**	17,955	**-**	**-**	**-**	**-**	**-**	**523,640**	**-**	**541,595**
														28,586,566
TOTAL 2022 Capital Projects	**41,704,208**	**28,586,560**	**17,570,067**	**4,452,419**	**24,134,141**	**1,586,701**	**5,289,747**	**12,715,201**	**2,288,295**	**-**	**-**	**6,020,832**	**685,790**	**28,586,566**

2022-08-10 JB

MACKENZIE COUNTY

January - July 31, 2022

TCA Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding				Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	
Contingent on Grant Funding														
ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000			3,000,000					3,000,000	
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000			1,085,000					-	
288m asphalt upgrade 91 st	130,000	130,000	-	-	130,000						RR	130,000		CM 22-05-395
Carry Forward Contingent on Grant Funding- Total	**7,215,000**	**7,215,000**	**-**	**-**	**7,215,000**	**-**	**-**	**4,085,000**	**-**	**-**	**-**	**130,000**	**3,000,000**	**CONTINGENT**
2022 Contingent on Grant Funding														
FV - New Hockey Boards and Glass with Protective Netting	199,500								99,750		GCR	99,750		Contingent on Grant Funding 50/50
FV - Fitness Centre Expansion	99,000								49,500		GCR	49,500		Contingent on Grant Funding 50/50
FV - Baseball Netting	75,000								37,500		GCR	37,500		Contingent on Grant Funding 50/50
LC - Wheel Chair Lift	50,000								25,000		GCR	25,000		Contingent on Grant Funding 50/50
2022 Contingent on Grant Funding- Total	423,500	-	-	-	-	-	-	-	211,750	-	-	211,750	-	
Total of Contingent Funding	***7,638,500***	***7,215,000***	***-***	***-***	***7,215,000***	***-***	***-***	***4,085,000***	***211,750***	***-***	***-***	***341,750***	***3,000,000***	

Funding Sources for the 2022 Approved Capital projects is as follows:

CCBF & MSI	**$**	**6,876,448**
Other Grants/Sources	**$**	**15,003,496**
General Operating Reserve	**$**	**1,000,428**
General Capital Reserve	**$**	**2,055,997**
Municipal Reserve	**$**	**89,598**
Road Reserve	**$**	**1,052,827**
Vehicle & Equipment Reserve	**$**	**40,000**
Rural Water Reserve	**$**	**192,930**
Waste/Sewer Infrastructure Reserve	**$**	**794,000**
Surface Water Management Reserve	**$**	**526,019**
Recreation Board Fort Vermilion	**$**	**19,033**
Recreation & Parks	**$**	**250,000**
Debenture	**$**	**685,790**
TOTAL		**28,586,566**

2022-08-10 JB

Investment Report for Period Ending June 30, 2022

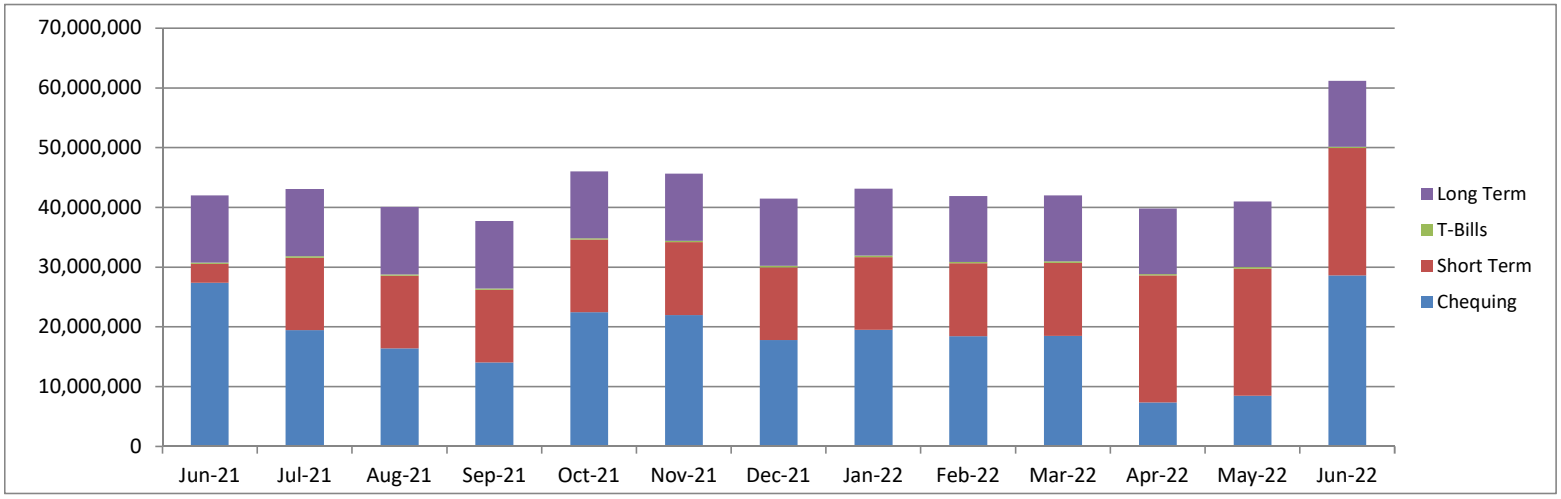
Reconciled Bank Balance on June 30, 2022			
Reconciled Bank Balance	**30-Jun-22**		**$ 27,277,156**
Investment Values on June 30, 2022			
Short term T-Bill (1044265-26)	$	252,660.75	
Long term investments (EM0-0374-A)	$	8,822,788.10	
Short term notice on amount 31 days	$	6,187,211.77	
Short term notice on amount 31 days (Mitigation)	$	9,041,400.02	
Short term notice on amount 60 days	$	4,022,863.39	
Short term notice on amount 90 days	$	2,049,072.51	
Vision Credit Union - 2 year	$	2,180,252.05	
Total Investments			**$ 32,556,248.59**
Total Bank Balance and Investments			**$ 59,833,404.47**

These balances include 'market value changes'.

Revenues

	Total YTD	*Short Term YTD*	*Long Term YTD*
Interest received from investments	$ 198,667.61	$ 69,327.69	$ 129,339.92
Interest accrued from investments but not received.	$ 86,370.18	$ -	$ 86,370.18
	$ 285,037.79	***$ 69,327.69***	***$ 215,710.10***
Interest received, chequing account	$ 101,245.27	$ 101,245.27	
Total interest revenues before investment manager fees	***$ 386,283.06***	***$ 170,572.96***	***$ 215,710.10***
Deduct: investment manager fees for investments	$ (11,787.01)		$ (11,787.01)
Total interest revenues after investment manager fees	**$ 374,496.05**	**$ 170,572.96**	**$ 203,923.09**

Balances in the Various Accounts - Last 13 Months



Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative and Support Services**
Title:	**Expense Claims – Councillors**

BACKGROUND / PROPOSAL:

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

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

- July – All Councillors

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

1248-21 Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the Councillor expense claims for July 2022 be received for information.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative and Support Services**
Title:	**Expense Claims June & July – Members at Large**

BACKGROUND / PROPOSAL:

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

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

Name	Board/Committee	Month
Joe Peters	**Agricultural Service Board**	**July**
Andrew O'Rourke	**Inter Municipal Planning Commission**	**July**
Tim Driedger	**Municipal Planning Commission**	**July**
Erick Carter	**Municipal Planning Commission**	**July**
Willie Wieler	**Municipal Planning Commission**	**June & July**

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget.

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Bylaw 1248-21 - Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the Member at Large Expense Claims for June and July 2022 be received for information.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Disaster Recovery Program – 2020 Update August report**

BACKGROUND / PROPOSAL:

Administration has submitted nine projects from the 2020 Overland Flood under the Disaster Recovery Program.

Administration has recently received four project funding approval letters (attached), and five projects remain under review.

Project #	Project Name	Municipal Claim	Eligible Expense	Difference +/-	Note
1	Emergency Operations	$790,530,83	$788,444.17	$2,086.66	50/50 shared expense on tangible items
1.3	Communications	$230,771.94	$230,771.94	$0.00	N/A
9	Hamlet Ditch Debris removal and Cleaning	$29,013.98	$29,013.98	$0.00	N/A
14	Recovery Contracts	$198,051.00	$198,051.00	$0.00	N/A
TOTAL		**$1,248,367.75**	**$1,246,281.09**	**-$2,086.66**	

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Disaster Recovery Program / County funding

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the outstanding 2020 Disaster Recovery Program update report be received for information.

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

Alberta Emergency Management Agency
5th Floor Terrace Building
9515 – 107 Street NW
Edmonton AB T5K 2C1

June 10, 2022

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0

Dear Jennifer:

RE: 2020 Northern Alberta Spring Flooding Disaster Recovery Program - Municipal Payment Summary

I am writing to advise that the Disaster Recovery Program has received your request for $790,530.83. A payment summary and a listing of eligible costs are enclosed. As you have a remaining advance of $3,227,144.03, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
1	Emergency Operations	$790,530.83	$788,444.17
	Total	**$790,530.83**	**$788,444.17**

Outstanding Advance	**$3,227,155.03**
Advance Outstanding after current reconciliation	**$2,438,710.86**
Total Payment Forthcoming	**0.00**

Please be advised that this project is now closed. If you disagree with any decision made on your file or if you have any questions or concerns, please contact your Case Manager for this program, Joyette Howard at 780-217-5492 or by email at joyette.howard@gov.ab.ca.

Sincerely,

Rick Melnychuk
Acting Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

Classification: Protected A

Alberta Emergency Management Agency
5th Floor Terrace Building
9515 – 107 Street NW
Edmonton AB T5K 2C1

June 10, 2022

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0

Dear Jennifer:

RE: 2020 Northern Alberta Spring Flooding Disaster Recovery Program - Municipal Payment Summary

I am writing to advise that the Disaster Recovery Program has received your request for $230,771.94. A payment summary and a listing of eligible costs are enclosed. As you have a remaining advance of $3,655,977.97, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
1.3	Communications	$230,771.94	$230,771.94
	Total	**$230,771.94**	**$230,771.94**

Outstanding Advance	**$3,655,977.97**
Advance Outstanding after current reconciliation	**$3,425,206.03**
Total Payment Forthcoming	**0.00**

Please be advised that this project is now closed. If you disagree with any decision made on your file or if you have any questions or concerns, please contact your Case Manager for this program, Joyette Howard at 780-217-5492 or by email at joyette.howard@gov.ab.ca.

Sincerely,

Rick Melnychuk
Acting Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

Classification: Protected A

Alberta Emergency Management Agency
5th Floor Terrace Building
9515 – 107 Street NW
Edmonton AB T5K 2C1

June 21, 2022

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0

Dear Jennifer:

RE: 2020 Northern Alberta Spring Flooding Disaster Recovery Program - Municipal Payment Summary

I am writing to advise that the Disaster Recovery Program has received your request for $29,013.98. A payment summary and a listing of eligible costs are enclosed. As you have a remaining advance of $2,438,710.86, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
9	Hamlet Ditch Debris and Removal and Cleaning	$29,013.98	$29,013.98
	Total	**$29,013.98**	**$29,013.98**

Outstanding Advance	**$2,438,710.86**
Advance Outstanding after current reconciliation	**$2,409,696.88**
Total Payment Forthcoming	**0.00**

Please be advised that this project is now closed. If you disagree with any decision made on your file or if you have any questions or concerns, please contact your Case Manager for this program, Joyette Howard at 780-217-5492 or by email at joyette.howard@gov.ab.ca.

Sincerely,

Rick Melnychuk
Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

Classification: Protected A

Alberta Emergency Management Agency
5th Floor Terrace Building
9515 – 107 Street NW
Edmonton AB T5K 2C1

June 10, 2022

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0

Dear Jennifer:

RE: 2020 Northern Alberta Spring Flooding Disaster Recovery Program - Municipal Payment Summary

I am writing to advise that the Disaster Recovery Program has received your request for $198,051.00. A payment summary and a listing of eligible costs are enclosed. As you have a remaining advance of $3,425,206.03, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
14	Recovery Contracts	$198,051.00	$198,051.00
	Total	**$198,051.00**	**$198,051.00**

Outstanding Advance	**$3,425,206.03**
Advance Outstanding after current reconciliation	**$3,227,155.03**
Total Payment Forthcoming	**0.00**

Please be advised that this project is now closed. If you disagree with any decision made on your file or if you have any questions or concerns, please contact your Case Manager for this program, Joyette Howard at 780-217-5492 or by email at joyette.howard@gov.ab.ca.

Sincerely,

Rick Melnychuk
Acting Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

Classification: Protected A

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Disaster Recovery Program – 2021 Overland Flood Final**

BACKGROUND / PROPOSAL:

Administration submitted one project from the 2021 Overland Flood under the Disaster Recovery Program.

Administration has recently received the project funding approval letter (attached).

Project #	Project Name	Municipal Claim	Eligible Expense	Difference +/-	Note
1	Emergency Road Repairs	$613,634.86	$582,284.67	$31,350.19	Costs incurred prior to event
	Cost Sharing – 10% Community Funded	-$61,363.49	-$58,228.47	-$3,135.02	
TOTAL		**$552,271.37**	**$524,056.20**	**-$28,215.17**	

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Disaster Recovery Program / County funding

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the outstanding 2021 Overland Flooding Final Disaster Recovery Program update report be received for information.

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

Alberta Emergency Management Agency
5th Floor Terrace Building
9515 – 107 Street NW
Edmonton AB T5K 2C1

May 15, 2022

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0

Dear Jennifer:

RE: 2021 Mackenzie County Overland Flood – Rapid Snow Melt DRP

I am writing to advise that the Disaster Recovery Program has received your request for $552,271.37. A payment summary and a listing of eligible costs are enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
1	Emergency Road Repairs	$613,634.86	**$582,284.67**
Cost sharing - 10% Community Funded		-$61,363.49	**-$58,228.47**
Total Payment		$552,271.37	**$524,056.20**

Please be advised that this project is now closed. If you disagree with any decision made on your file or if you have any questions or concerns, please contact the Team Lead for this program, Laurie Halldorson at 780-868-2076 or by email at laurie.halldorson@gov.ab.ca.

Sincerely,

Rick Melynchuk
Acting Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

Classification: Protected A

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Fort Vermilion Mitigation Construction update – 2020 Overland Flood**

BACKGROUND / PROPOSAL:

Administration continues to meet with numerous residents, to discuss relocation and lot choices.

There has been some suggestions to name the neighborhoods, and possibly have a naming contest similar to what was done for the park spaces.

Administration is requesting Councils direction for the following:

- for administration to advertise a naming contest;
- or for Council to provide names;
- or to remain status quo with street addresses.

Below is a briefing of how the lands are developed, and how they are currently being referenced:

Phase 1 – 6.37 acres - 16 lots developed – 13 homes on site, 2 anticipate to move in the coming week.
15 lots have been spoken for, 1 large swing site was developed for commercial or multiplex site. Construction of all sites to be completed by year end.

Phase 2 – 28.05 acres - 53 lots under development – 41 sites have been allocated, with the remaining 12 still to be assigned with further discussion with residents.

Phase 3 – 13.95 acres - 14 lots under development – 14 lots allocated

Phase 4 – 61.38 acres - lots, and size to be engineered in winter 2022 into 2023 based on demand, and zoning.

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

Commercial – 2.55 acres – 6 lots developed – 1 lot allocated

Buttertown – Road construction complete. Utility services scheduled.

Administration has requested drone pictures be taken bi-weekly, to show the progress of construction and subsequent moves, and development of the Mitigation lands.

Attached are pictures taken July 20, 2022 of Phase 1 - 4.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Conditional Grant Agreement Funding

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That administration proceed with creating a "Name that Neighborhood" campaign for Phase 1 - 4 Mitigation neighborhoods.

or

That Phase 1 - 4 Mitigation neighborhoods be named:

1 _____
2 _____
3 _____
4 _____

or

That the Fort Vermilion Mitigation Construction update – 2020 Overland Flood report be received for information.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Conditional Grant Agreement – Interest Revenue Jan-June 2022**

BACKGROUND / PROPOSAL:

The Municipality received a conditional grant agreement for the relocation of residents in the flood plain. As part of the grant agreement, 90% of the grant funds was received as an advance towards costs incurred. Expenses incurred to offset this advance are applied against these funds, and interest is calculated on the balance. Interest earned from funds received by a Provincial Grant are normally incorporated into available funds through these grants.

The 2021 interest earned was included in the project funding as per:

MOTION 22-04-266
Requires 2/3

That the 2022 Capital Budget be amended by $171,929 for the FV – Flood Mitigation project with funding coming from interest earned in 2021.

CARRIED

Administration is requesting that the 2022 Capital Budget for the FV – Flood Mitigation project be amended by $51,301 for interest earned on the Conditional Grant Agreement advance funds during January – June of 2022.

Along with the interest earned, the County has received the following revenues for the project which require a budget amendment:

Phase 4 land rent - $1,511.90
Phase 1 land development - $402,797.55

OPTIONS & BENEFITS:

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

N/A

COSTS & SOURCE OF FUNDING:

2021 allocated interest for the balance of advance funds

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 Capital Budget be amended by $455,611 for the FV – Flood Mitigation project with funding of $51,301 from interest earned on advanced funds from January – June 2022, $1,512 from land rent, $402,798 from land development.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**La Crete Polar Cats Snowmobile Association – Richardson Foundation Inc. Grant**

BACKGROUND / PROPOSAL:

The La Crete Polar Cats Snowmobile Association had submitted a donation request to Richardson Foundation Inc. for a Skid Steer project, which they were successful in receiving in the amount of $15,000 (letter attached).

In order to receive these funds, Richardson Foundation Inc. is required to deposit the funds with Mackenzie County due to the La Crete Polar Cats Snowmobile Association not being able to provide a charitable donation receipt for this grant.

As the La Crete Polar Cats Snowmobile Association was the successful recipient, they would be required to complete all reporting documentation required by Richardson Foundation Inc. for the groomer project.

As this request is outside of the Charitable Donation Policy in that the County does not have an agreement, or own and assets of the Association, if approved, administration requests that funds would not be released to the Association, until proof of purchase of a groomer is provided.

Administration recommends that organizations that wish to apply for grants under the County shall have Council approval prior to application submission, and this message be communicated during our advertising of the County's Non-Profit grant application campaign.

OPTIONS & BENEFITS:

Option #1 –

Approve the request to support the funding donation to the La Crete Polar Cats Snowmobile Association.

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

COSTS & SOURCE OF FUNDING:

Richardson Foundation Inc. in the amount of $15,000

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

FIN034 Charitable Donation Policy

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 operating budget be amended to include $15,000 for the La Crete Polar Cats Snowmobile Association towards their groomer project, with funding coming from Richardson Foundation Inc.

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

RICHARDSON

July 26, 2022

La Crete Polar Cats Snowmobile Association
P.O. Box 1323
La Crete, AB T0H 2H0

ATTENTION: Randy Friesen, Director

RE: REQUEST FOR DONATION
~~OVERNIGHT CABINS~~ / SNOWCAT FOR TRAIL GROOMING

On behalf of Richardson Pioneer Limited and its parent company, Richardson International Limited, please find enclosed cheque number 008961 for $15,000.00 payable to Mackenzie County.

While public recognition for the donation should be directed toward Richardson Pioneer Limited and Richardson International Limited, **please ensure that the tax receipt is issued to Richardson Foundation Inc.** Please forward the receipt directly to:

Richardson Foundation Inc.
c/o Jeanette Wold
Richardson International Limited
2800 One Lombard Place
Winnipeg, MB R3B 0X8

We are proud to play a role in your very worthwhile project.

Yours truly,

Jake Martens
Location Manager
Richardson Pioneer, La Crete

Attachment

Mackenzie County

Title	Charitable Donations Receipt	Policy No:	FIN034

Legislation Reference	Municipal Government Act, Section 245-248

Purpose

The purpose of this policy is to formalize the donation receipts program, including accounting for donations of cash or in-kind to Mackenzie County.

This policy also outlines the standards for evaluating donations in accordance with Canada Revenue Agency (CRA) guidelines.

This policy will serve as the foundation for standard operating procedures for issuing official charitable donations receipts (official receipts) to donors for income tax purposes.

Policy Statement:

Mackenzie County will issue official receipts for donations that qualify as charitable donations. If requested, the Municipality will issue official receipts to donors for eligible donations with a net cash value of $25 or more towards a Council approved municipal asset.

Definitions:

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

CAO – is the Chief Administrative Officer and or Designated Officer;

Charitable Donations – Voluntary transfer of tangible property, including cash;

County – means Mackenzie County;

Donation in-kind – Tangible property, other than cash, that are approved eligible donations;

Fair Market Value– means the highest dollar value that a property would bring in an open and unrestricted market, between the willing buyer and the willing seller who are acting independent of each other. The fair market value of a property does not include taxes paid; taxes are costs incurred by the purchaser;

Lead Director – administrative department Director that the project would be assigned to as per the Organizational Chart of the municipality;

Net Amount of Donation – means the fair market value of the donation less any advantages/benefit received or to be received as a result of the donation;

Non-Qualifying Donations – means donations that cannot be acknowledged with official donation receipts for income tax purposes, in accordance with CRA guidelines.

1. **Guidelines:**

To be eligible for an official receipt, the donation has to:

- Be made payable to Mackenzie County, and
- Be in cash or in-kind; and
- Be voluntary;
- Be an approved project by Council motion; and
- Be supportive of County's mandate or beneficial to the community of Mackenzie County;

2. **In-kind Donations Compliance:**

Donations in-kind may be accepted only after the following has been assessed:

- Compliance with County by-laws and/or policies; and
- Compliance with the laws, conventions and treaties of the other levels of government; and
- Consistency with the County priorities, mandates and strategic and business plans; and
- Associated risks (e.g. financial risks, political risk, health and safety issues); and
- Condition of the donation; and
- Value of the donation; and
- Usefulness of the donation to the County; and
- Cost/benefit analysis, if determined by a motion of Council, and supported by the CAO to be necessary, would consider installation, storage, maintenance, renewal, replacement and relevant costs.

Valuations of In-kind Donations:

Written valuation of donations in-kind, done within the last 6 months, shall be submitted with the requests for official receipt and is to meet the following requirements:

- $1,000 or less:
  - appraisal by knowledgeable internal staff; and
  - valuation from online auction(s) or external sites.

- Over $1,000:
  - external appraisal by an independent and arm's length competent individual is required; and
  - responsibility and the costs associated with obtaining a qualified appraisal shall be determined by the departmental director.

Acceptance Approval:

Authority for acceptance or denial of donations in-kind with appraised value of:

- Under $1,000 – Lead Director
- Under $25,000 – Lead Director, Director of Finance and CAO
- $25,000 and more – requires a written agreement of the value of the donation developed in advance by the lead Director, with review and by the Director of Finance, and CAO, and will require Council approval.

3. <u>Qualifying Donations</u>

Donations that can be acknowledged with official donations for income tax purposes, in accordance with CRA guidelines:

- Donations that are made to the County for specific municipal projects approved by Council that will be owned by the municipality.
- Donations that are given to the County and intended as a flow through to a community recreation board, under agreement to deliver municipal services and programs of benefit to the County, where the asset will be owned by the municipality.

4. <u>Non-Qualifying Donations:</u>

Non-Qualifying Donations that cannot be acknowledged with official donations for income tax purposes, in accordance with CRA guidelines:

- Intangibles such as services, time, skills and effort.
- Donations that are given to the County intended as a flow through to a community organization, that is not under a current long term agreement to deliver municipal services and programs of benefit to the County, where the asset will not be owned by the municipality.
- Donations of business marketing products such as supplies and merchandise.
- Sponsorship in the form of cash, goods or services toward an event, project, program or corporate asset, in return for commercial benefit (i.e. logo placement or presenting sponsorship). The intent of a sponsorship is to enhance the image and marketing opportunities of the sponsor in its target market and/or the community. Sponsorships are reciprocal arrangements benefiting both parties. Usually the cost to the sponsor is categorized as a business expense.

5. References

Under *Income Tax Act, 1985*, Mackenzie County is classified as a "qualified donee" for charitable donations, and as such is afforded the same privileges as a charitable organization without a registered charity number.

According to sections 110.1, and 118.1 (1) of the *Income Tax Act*, Canadian municipalities are permitted to issue receipts for charitable donations in accordance with section 3501 of the Income Tax Regulation. These donations may come in the form of cash or in-kind.

6. Responsibilities

Chief Administrative Officer (CAO) and/or Designate will:

a) Provide information to Council for in-kind donations as required within this Policy.

Chief Administrative Officer (CAO) and/or Designate and the Reeve and/or Deputy Reeve will:

a) Be the signatories required on all in-kind donation agreements approved by motion of Council.

Director of Finance will:

a) Ensure all required information is included on the issued donation receipts are as per as per CRA regulations.

b) Sign official donation receipts on behalf of the County with the Finance Controller as backup.

c) Maintain the Charitable Donations Receipt Policy and related standard operating procedures, communication of policy and procedures to departmental staff, advising staff on eligibility of charitable donations and review donation accounts analysis prepared by staff.

d) Be responsible for issuing official donation receipts in compliance with the CRA guidelines and maintain records according to the CRA requirements.

e) Ensure all assets are recorded as per the Tangible Capital Asset Accounting Policy.

Lead Director will:

a) Provide information to the Director of Finance, and CAO for in-kind donations as required within this Policy.

b) Ensure all information is provided to the Director of Finance or staff required to maintain all donation accounts analysis required to be prepared by staff.

	Date	Resolution Number
Approved	2022-03-08	22-03-151
Amended		

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**Mackenzie Applied Research Association –2022 Agricultural Fair Budget Amendment**

BACKGROUND / PROPOSAL:

Council had approved the One Time funding project for the 2022 Agricultural Fair, from proceeds of the previous Agricultural Fairs.

This years board has been fundraising leading up to the event held April 12-13th, and have collected $25,250 in donations through Mackenzie County.

Administration is requesting that the One Time funding project for the 2022 Agricultural Fair be amended by $25,250 with all funding coming from public donations.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

All funding was raised by donations.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 Budget for the One Time - 2022 Agricultural Fair project be amended by $25,250 with all funding coming from public donations.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**La Crete Recreation Society – Indoor Ice Arena Capital Projects**

BACKGROUND / PROPOSAL:

Council had approved the La Crete Recreation Society – Indoor Ice Arena Capital Project, with funding coming by way of public donation. Administration has received an additional $105,000 towards this project in the past months, and requires a budget amendment to reflect this funding.

The Society anticipates that to complete the project will require an additional $1M. Administration has been advised that the additional funds will be funded by a private individual, and not involve the County.

Administration will continue to work with the Society, to ensure all costs are included in the asset.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

All Capital funding was raised by way individual community donations.

Operational costs realized in the future Operational Budgets

SUSTAINABILITY PLAN:

SUSTAINABILITY OF COMMUNITY INFRASTRUCTURE

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

Municipally-owned facilities and structures:
• operate at optimal usage levels given the size of the population
• have the capacity to absorb growth
• are well-maintained on a schedule that maximizes life expectancy

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 Capital Budget be amended by $105,000 for the La Crete Recreation Society Indoor Ice Rink project with all funding coming from public donations.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Jennifer Batt, Director of Finance**
Title:	**La Crete Library Society – Funding Request**

BACKGROUND / PROPOSAL:

On June 28, 2016 the County and the La Crete Library Board entered into a lease agreement for the building in La Crete.

During 2022 Budget deliberations, Council approved that $20,000 be allocated to the General Capital Reserve for the La Crete Library Society for an approved future Capital Project.

On July 21, 2022 administration received a request for these funds to assist in engineering fees for an addition to the existing Library building. (Attached)

As the asset is owned by the County, if funding allocation is approved, administration will require a budget amendment for a One Time project, and recommend an amendment to the agreement with the La Crete Library Society once construction has begun.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

General Capital Reserve

SUSTAINABILITY PLAN:

SUSTAINABILITY OF COMMUNITY INFRASTRUCTURE
Municipally-owned facilities and structures:
• operate at optimal usage levels given the size of the population
• have the capacity to absorb growth

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

• are well-maintained on a schedule that maximizes life expectancy

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 One Time Project Budget be amended by $20,000 for the La Crete Library Boards – Building Extension Engineering project with funding coming from the General Capital Reserve.

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

7/21/2022

Mackenzie County Library Board

Mackenzie County
RE: Capital Funding Request

Addition to August 27, 2022 Agenda

Within Budget 2022, Mackenzie County followed our request and started to put funds aside in a reserve for future library building requirements.

The MCLB is requesting those funds in order for MCLB to work with the La Crete Library Society to complete building design and engineering on an addition to the current La Crete Library building. The plan is to work with local contractors to design and build a building that the community will be proud of for many years to come.

Our County libraries are extraordinary and from the time we took over and renovated the old ATB branch building, we knew it wouldn't be long before an addition was going to be required.

The La Crete Library Society has been fundraising towards the addition, and even with the disruption over the last two years, they have $134,000 dedicated towards the building. We are working with them to research and access as many grant programs and funding streams as possible, to maximize their fundraising and lessen the future request on the County. This year's Salmon Grill will be geared towards building expansion. They wish to have concept drawings available at the event to bring reality to the expansion of space. Their wish is to start construction within the next two years.

A few statistics:

	2017	**2019**	**2021 (Covid restrictions)**	**Current to July 2022**
Square Footage	**3,320**	**3,320**	**3,320**	**3,320**
Circulation	**126,033**	**120,168**	**96,123**	**79,527**
Collection (in-house)	**28,030**	**32,571**	**33,826**	**36,611**
Patrons	**3,649**	**4,623**	**5,262**	**5,533**
Opening Hours /week	**40**	**40**	**40**	**40**

Mackenzie County Library Board
c/o Box 640 Fort Vermilion, AB T0H 1N0

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**101 Ave Asphalt Project – Budget Amendment**

BACKGROUND / PROPOSAL:

Construction on 101 Avenue asphalt was completed in 2021 from 99th Street and 98th Street. Administration is now proceeding with completing the remainder of 101 Avenue asphalt from 98th Street to 97th Street, finishing just around the corner onto 97th Street.

Please see attached map.

As per Policy FIN018 – Local Improvement Tax Application the County is to impose a local improvement tax based on 30% cost recovery from the properties benefiting from the street improvement. Local Improvement Bylaw 1261-22 for this project is being presented during this Council meeting for first reading.

OPTIONS & BENEFITS:

Having all 101 Avenue paved will benefit adjacent landowners and ratepayers using the road.

COSTS & SOURCE OF FUNDING:

Approximate cost of construction is $80,907
Mackenzie County cost 70% - $56,634
Adjacent landowners' cost - $24,273

Council can choose to allocate the County's portion of costs from the Road Reserve. Adjacent landowners have proposed to pay their 30% portion in a lump sum this year, rather than pay in installments over 10 years with interest as a local improvement tax.

SUSTAINABILITY PLAN:

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

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

COMMUNICATION / PUBLIC PARTICIPATION:

All adjacent landowners have been contacted.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 Capital Budget be amended to include the 101 Ave Asphalt project in the amount of $80,907, with $24,273 coming from Local Improvement Fee, and $56,634 from the Road Reserve.

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

Mackenzie County

Mackenzie County

Date Created: 8/12/2022

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Office**
Title:	**Bylaw 1261-22 – Local Improvement Tax, 101 Ave Asphalt**

BACKGROUND / PROPOSAL:

Council approved the 101 Ave Asphalt Overlay as a construction project in the 2021 Capital Budget. To continue with and to provide improved infrastructure Council directed administration to extend the asphalt overlay project along 101 Ave. Administration proposed that the extension be 130 meters in length in order to complete the road. To offset some of the cost a Local Improvement Tax for the asphalt project is proposed.

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

The estimated cost for this project is $80,907. The County would recover 30% of the total project costs from the benefiting businesses, where they have proposed a single payment totaling the amount of $24,273 to be paid in 2022.

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

OPTIONS & BENEFITS:

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

Author: L Peters **Reviewed by:** _____ **CAO:** B Peters

COSTS & SOURCE OF FUNDING:

Mackenzie County - 70% of the project from the 2022 Capital Budget $56,634.00

Benefiting Owners – 30% of the project by way of Local Improvement Tax $24,273.00

Mackenzie County	$56,634.20	70%
Benefiting Owners	$24,272.72	30%
Total Cost	$80,906.92	100%

SUSTAINABILITY PLAN:

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

COMMUNICATION:

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

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That first reading be given to Bylaw 1261-22, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of an Asphalt Overlay on 101st Avenue, 98th Street to 97th Street for; Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete.

Author: L Peters **Reviewed by:** _____ **CAO:** B Peters

BYLAW NO. 1261-22

BEING A BYLAW OF MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA

TO IMPOSE A LOCAL IMPROVEMENT TAX FOR THE CONSTRUCTION OF ASPHALT OVERLAY ON 101ST AVENUE FROM 98TH STREET TO 97TH STREET IN THE HAMLET OF LA CRETE

This bylaw authorizes the Council of MACKENZIE COUNTY to impose a local improvement tax in respect of all the lands that directly benefit from the construction of Asphalt Overlay on 101st Avenue from 98th Street to 97th Street. The benefiting properties are being described as Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete.

WHEREAS, the Council of Mackenzie County in the Province of Alberta has deemed it advisable to charge a local improvement charge for construction of Asphalt Overlay on 101st Avenue from 98th Street to 97th Street for Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete; and

WHEREAS, the Council of Mackenzie County in the Province of Alberta, duly assembled, has decided to issue a Bylaw pursuant to Section 397 of the Municipal Government Act to authorize a local improvement tax levy to pay for the Asphalt Overlay on 101st Avenue from 98th Street to 97th Street for Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete; and

WHEREAS, the Local Improvement Plan has been prepared and the required notice of the project given to benefiting owners in accordance with the attached Schedule "A", and no sufficient objection to the construction of Asphalt Overlay on 101st Avenue from 98th Street to 97th Street for; Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete has been filed with the Chief Administrative Officer of Mackenzie County; and

WHEREAS, plans and specifications have been prepared and the estimated sum of Eighty Thousand Nine hundred and Seven dollars ($80,907) is required to construct an Asphalt Overlay on 101st Avenue from 98th Street to 97th Street for; Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete. The said project is subject to the local improvement charge of which 70% will be paid by Mackenzie County and 30% will be collected by way of local improvement assessment as follows:

Mackenzie County	$56,634.20	70%
Benefiting Owners	$24,272.72	30%
Total Cost	$80,906.92	100%

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

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

1. That for the purpose of completing Asphalt Overlay on 101st Avenue from 98th Street to 97th Street for; Plan 062 6286, Block 23, Lot 10, Plan 062 6286, Block 23, Lot 9, Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete, the sum of Twenty Four Thousand Two Hundred Seventy Two Dollars and Seventy Two Cents ($24,272.72); be collected by way of a single payment, uniform local improvement tax rate assessed against the benefiting owners as provided in **Schedule A** attached.

2. The local improvement tax will be collected as a single payment against the benefiting owners in the amount of Twenty Four Thousand, Two Hundred and Seventy Two Dollars and Seventy Two Cents ($24,272.72).

3. The net amount levied under the bylaw shall be applied only to the local improvement project specified by this bylaw.

4. This bylaw shall come into force and take effect upon receiving third and final reading thereof.

READ a first time this _____ day of _____, 2022.

READ a second time this _____ day of _____, 2022.

READ a third time and finally passed this _____ day of _____, 2022.

Josh Knelsen
Reeve

Byron Peters
Intern Chief Administrative Officer

Schedule A
Bylaw No. 1261-22

Asphalt Overlay on 101st Avenue from 98th Street to 97th Street, Hamlet of La Crete.

Lot	Block	Plan	Front	Rear	Average
10	23	0626286	69.02	74.77	71.90
9	23	0626286	69.05	68.92	68.98
2	22	2121586	128.85	236.48	182.67
					323.55

Total Assessable Frontage (meters)	323.55m
Total Assessment per Front Meter of Frontage	$75.02
Annual Unit Rate Per Front Meter of Frontage to be payable for a period of 1 year payment	$22.87
Total Yearly Assessment Against All Above Properties	$24,272.72

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Strategic Transportation Infrastructure Program (STIP) Grant BF 81124 and Budget Amendment**

BACKGROUND / PROPOSAL:

In 2018 MPA Engineering Inspected Bridge File 81124, it was noted that the culvert was in very poor shape. Mackenzie County was notified through a low rating advisory at that time.

Between 2019 and the fall of 2021 Administration and MPA Engineering explored different cost and replacement options.

In 2021, MPA submitted an application for Strategic Transportation Infrastructure Program funding. The grant application was based on a total project cost of $500,000.

Mackenzie County received a letter from STIP approving $375,000 which equals 75 per cent of eligible project cost, for BF 81124. Letters attached.

Administration is requesting a 2022 Capital Budget amendment of $500,000 with $375,000 coming from the STIP funding grant and $125,000 coming from the Roads Reserve.

OPTIONS & BENEFITS:

Option 1
Amend the 2022 Capital Budget for the replace of BF 81124

Option 2
Defer the project to the 2023 year

COSTS & SOURCE OF FUNDING:

Total Cost of Project - $500,000

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

$375,000 – STIP Funding
$125,000 – Roads Reserve

SUSTAINABILITY PLAN:

Ensure the integrity of our infrastructure.

COMMUNICATION / PUBLIC PARTICIPATION:

The tendering process will be publicly advertised and communicated as per policy.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tender Process

RECOMMENDED ACTION:

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That the 2022 Capital Budget be amended by $500,000 with $375,000 coming from Strategic Transportation Infrastructure Program (STIP) and $125,000 coming from the Roads Reserve.

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

ALBERTA
TRANSPORTATION

Office of the Minister

May 12, 2022

AR 89587

Reeve Joshua Knelsen
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
josh@mackenziecounty.com

Dear Reeve Knelsen:

I am pleased to advise your council that the following projects will be funded under the Strategic Transportation Infrastructure Program.

Local Road Bridges:
Based on your submitted application(s), the approved grant is 75 per cent of the eligible project cost.

BF 81124 - Bridge Culvert Replacement and Other Work, maximum grant: $375,000

The final grant amount will be based on the actual eligible costs at the time of project completion, up to the approved maximum grant amount.

Budget 2022 focuses on protecting lives and livelihoods. Our government continues to make investments in hospitals, schools, roads, bridges, transit, and water infrastructure to support municipalities in improving critical local transportation infrastructure, creating jobs, and stimulating the economy.

Alberta Transportation staff will be in contact with your administration to formalize the funding agreement to undertake this work. As part of the previous approval conditions, no cost increases can be considered.

While I look forward to sharing the news about this important investment, I ask that you please do not publicly communicate this project approval until provincial announcements are made.

Sincerely,

Rajan Sawhney
Minister of Transportation

cc: Mr. Dan Williams, MLA, Peace River
Mr. Chase Milligen, Regional Director, Peace Region

132 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2080 Fax 780-422-2002

Classification: Protected A

Printed on recycled paper

ALBERTA
TRANSPORTATION

Office of the Minister

July 14, 2022

AR 90217

Reeve Joshua Knelsen
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
josh@mackenziecounty.com

Dear Reeve Knelsen:

I am writing as a follow-up to the former Minister of Transportation's letter of May 12, 2022 approving Strategic Transportation Infrastructure Program funding for your project(s).

I wish to advise that you may now publicly communicate the news of this funding approval.

Thank you for your patience in this matter and best of luck with your project.

Sincerely,

Prasad Panda
Minister of Transportation

cc: Mr. Dan Williams, MLA, Peace River
Mr. Chase Milligen, Regional Director, Peace Region

132 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2080 Fax 780-422-2002

Printed on recycled paper

Classification: Protected A

MPA ENGINEERING LTD		File No.:	81124-1
		Date:	November 15, 2018
Over:	Tributary to Bear River	By:	Clem Guenette
Highway / Location:	Local Road near Buffalo Head / SW 17-105-13-W5M	Page:	Page 1 of 6

Looking east over structure.

Looking upstream (south).

Looking west over structure.

Looking north (downstream).

View of inlet.

Drift accumulation at upstream end.

Typical large perforations throughout both sides of upstream bevel.

Continuous perforations at and below spring line with exposed fill.

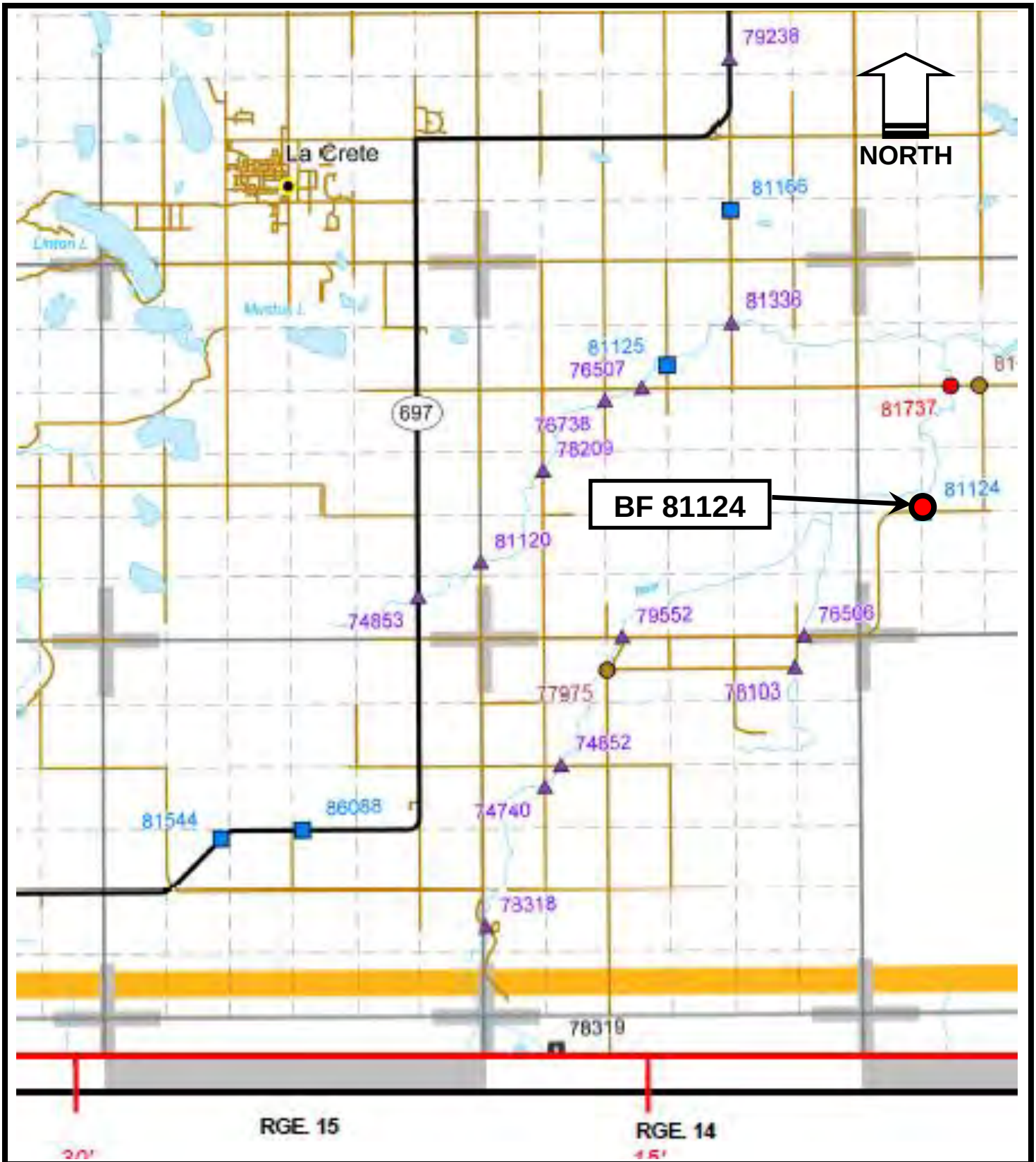
Perforations with exposed fill at first circumferential seam.

Looking downstream through barrel.

MPA ENGINEERING LTD		File No.:	81124-1
		Date:	November 15, 2018
Over:	Tributary to Bear River	By:	Clem Guenette
Highway / Location:	Local Road near Buffalo Head / SW 17-105-13-W5M	Page:	Page 6 of 6

View of downstream end.

Typical perforations through both sides of downstream bevel.



Mackenzie County

MPA ENGINEERING LTD

LOCATION PLAN

STREAM:	LOCATION:	DRAWN:	DATE:	SHEET:	DRAWING NO.:
Tributary to Bear River	SW 17-105-13-W5M	SC	Nov 2021	1 of 1	81124_Loc

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Intersection Upgrade 101 Street & 109 Avenue**

BACKGROUND / PROPOSAL:

Administration has been in discussions with the La Crete Co-op in regards to the improvements that are being completed to the diesel fuel pumps. La Crete Co-op has started development that will see heavy truck traffic could the lot onto 101 Street and turn right onto 109 Ave, reducing heavy truck traffic on 100 Street. La Crete Co-op inquired if the County would upgrade the intersection.

The intersection of 101 St and 109 Ave would require significant widening to accommodate heavy truck traffic. Upgrading the intersection is a prudent decision as it aligns with the County's goal of reducing heavy truck traffic on main street.

Helix Engineering was contacted to provide options and high level estimates for an intersection upgrade.

The intersection upgrade will require moving utility infrastructure and storm drainage infrastructure. Attempting to complete the project in 2022 will be difficult because of the number of components that need to be coordinated.

Should council desire to proceed with this project, administration recommends that utility work be completed in 2022 with the road works to be completed in 2023. It would be most practical to include the storm drainage changes within the work being completed for Storm Pond A (this would be brought back to council for a budget amendment and final approval before proceeding).

OPTIONS & BENEFITS:

Helix Engineering has developed three options. Please see attached map.

Option A: radius upgrade $158,725.00

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

Option B: radius and taper upgrade $253,187.50

Option C: full lane upgrade $351,850.00

Considering the costs of all three choices, Option C is the best value on the money spent for the upgrade.

COSTS & SOURCE OF FUNDING:

A new Capital Project would need to be created as this project was not part of the 2022 budget, with funds coming from reserves..

La Crete Co-op has indicated a willingness to pay for a portion of the intersection upgrade, but a defined amount is subject to further discussions.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

None at this time.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That administration proceed with cost sharing discussions for the 101 Street/109 Avenue intersection improvement with La Crete Co-op, and begin planning for the relocation and changes to utilities to accommodate an intersection upgrade.

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

SCHEDULE OF QUANTITIES AND UNIT PRICES

SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
		UNIT PRICE SCHEDULE 'A' ROADWORKS (Option A)				
	1.	Site Work				
	1.1	Remove and Reinstall & Extend 400mm culverts	2	ea.	$2,500.00	$ 5,000.00
	1.2	ACP Edge Saw Cutting c/w ACP removal	90	l.m.	$15.00	$ 1,350.00
	1.3	ACP Path Removal	50	s.m.	$10.00	$ 500.00
	1.4	Manhole Adjustments	1	ea.	$5,000.00	$ 5,000.00
	1.5	Remove and Reinstall Sign	1	ea.	$500.00	$ 500.00
	1.6	Rural Drainage Inlet c/w manhole connection	1	ea.	$10,000.00	$ 10,000.00
	1.7	ACP Edge Milling (50 mm depth by 0.5 meter wide)	50	s.m.	$35.00	$ 1,750.00
	2.	Site Grading				
	2.1	Top Soil Stripping (Off Site Disposal, contractor location), Common & Waste Excavation	1	Day	$10,000.00	$ 10,000.00
	2.2	Reshaping Roadway Subgrade (150 mm subgrade prep.)	500	s.m.	$8.00	$ 4,000.00
	2.3	Geotextile (as req'd by engineer)	500	s.m.	$5.00	$ 2,500.00
	2.4	Geogrid (as req'd by engineer)	500	s.m.	$5.00	$ 2,500.00
	3.	Exterior Improvements				
	3.1	Granular Base (500 mm)	450	ton	$30.00	$ 13,500.00

SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
	3.2	Asphalt Concrete Pavement (100 mm - 2 lifts) c/w Tack and Prime Coats	70	ton	$185.00	$ 12,950.00
	3.3	Pavement Markings	1	l.s.	$1,500.00	$ 1,500.00
	3.4	Topsoil Placement & Seed (Imported)	500	s.m.	$15.00	$ 7,500.00
	4.	TRAFFIC SIGNAGE				
	4.1	Supply & Install Traffic Signage and post	1	ea.	$600.00	$ 600.00
	4.2	Street Light Relocate	0	ea.	$15,000.00	$ -
		TOTAL SCHEDULE 'A'				**$79,150.00**
		Engineering (Budget)				**$40,000.00**
		Preliminary Budget Contingency (50%)				**$39,575.00**
		Budget for Radius Upgrade (Option A)				**$158,725.00**

SCHEDULE OF QUANTITIES AND UNIT PRICES

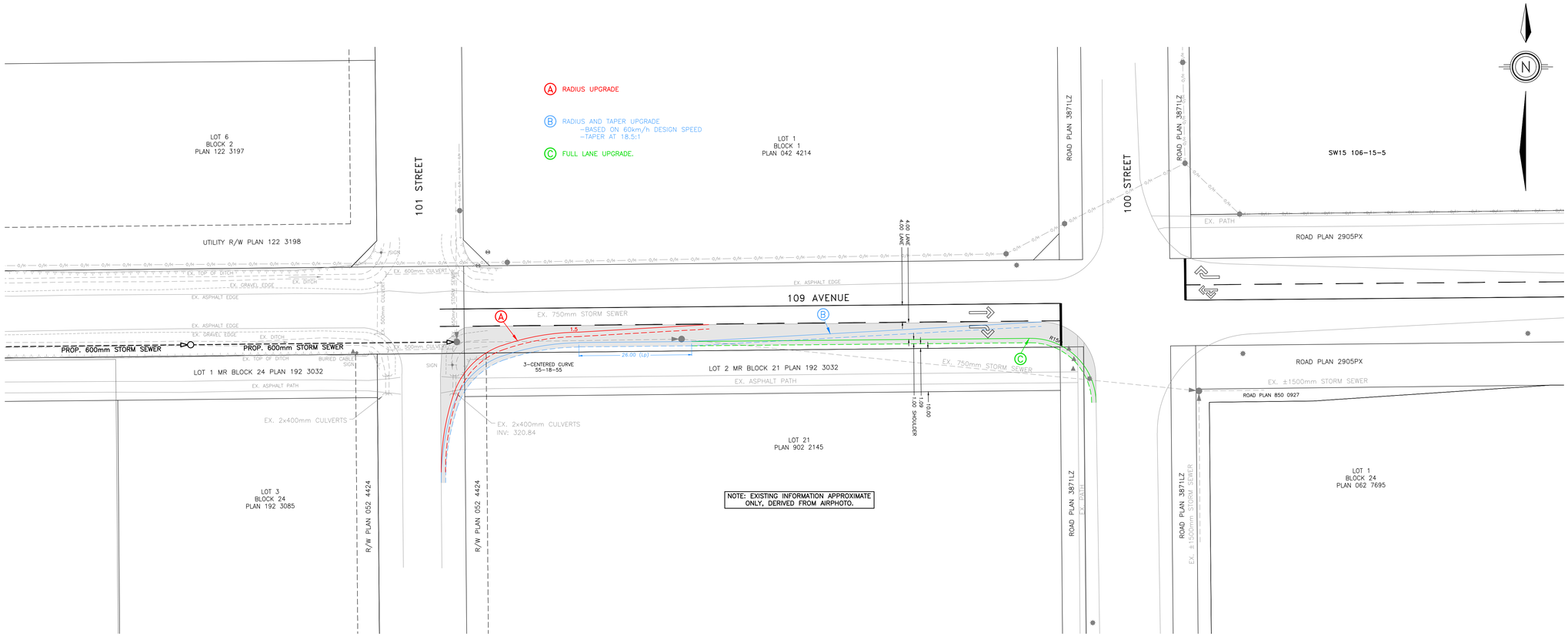
SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
		UNIT PRICE SCHEDULE 'A' ROADWORKS (Option B)				
	1.	Site Work				
	1.1	Remove and Reinstall & Extend 400mm culverts	2	ea.	$2,500.00	$ 5,000.00
	1.2	ACP Edge Saw Cutting c/w ACP removal	160	l.m.	$15.00	$ 2,400.00
	1.3	ACP Path Removal	50	s.m.	$10.00	$ 500.00
	1.4	Manhole Adjustments	2	ea.	$5,000.00	$ 10,000.00
	1.5	Remove and Reinstall Sign	1	ea.	$500.00	$ 500.00
	1.6	Rural Drainage Inlet c/w manhole connection	1	ea.	$10,000.00	$ 10,000.00
	1.7	ACP Edge Milling (50 mm depth by 0.5 meter wide)	90	s.m.	$35.00	$ 3,150.00
	2.	Site Grading				
	2.1	Top Soil Stripping (Off Site Disposal, contractor location), Common & Waste Excavation	2	Day	$10,000.00	$ 20,000.00
	2.2	Reshaping Roadway Subgrade (150 mm subgrade prep.)	900	s.m.	$8.00	$ 7,200.00
	2.3	Geotextile (as req'd by engineer)	900	s.m.	$5.00	$ 4,500.00
	2.4	Geogrid (as req'd by engineer)	900	s.m.	$5.00	$ 4,500.00
	3.	Exterior Improvements				
	3.1	Granular Base (500 mm)	900	ton	$30.00	$ 27,000.00

SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
	3.2	Asphalt Concrete Pavement (100 mm - 2 lifts) c/w Tack and Prime Coats	165	ton	$185.00	$ 30,525.00
	3.3	Pavement Markings	1	l.s.	$2,000.00	$ 2,000.00
	3.4	Topsoil Placement & Seed (Imported)	950	s.m.	$15.00	$ 14,250.00
	4.	TRAFFIC SIGNAGE				
	4.1	Supply & Install Traffic Signage and post	1	ea.	$600.00	$ 600.00
	4.2	Street Light Relocate	0	ea.	$15,000.00	$ -
		TOTAL SCHEDULE 'A'				**$142,125.00**
		Engineering (Budget)				**$40,000.00**
		Preliminary Budget Contingency (50%)				**$71,062.50**
		Budget for Radius Upgrade and Taper (Option B)				**$253,187.50**

SCHEDULE OF QUANTITIES AND UNIT PRICES

SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
		UNIT PRICE SCHEDULE 'A' ROADWORKS (Option C)				
	1.	Site Work				
	1.1	Remove and Reinstall & Extend 400mm culverts	2	ea.	$2,500.00	$ 5,000.00
	1.2	ACP Edge Saw Cutting c/w ACP removal	200	l.m.	$15.00	$ 3,000.00
	1.3	ACP Path Removal	50	s.m.	$10.00	$ 500.00
	1.4	Manhole Adjustments	2	ea.	$5,000.00	$ 10,000.00
	1.5	Remove and Reinstall Sign	1	ea.	$500.00	$ 500.00
	1.6	Rural Drainage Inlet c/w manhole connection	1	ea.	$10,000.00	$ 10,000.00
	1.7	ACP Edge Milling (50 mm depth by 0.5 meter wide)	120	s.m.	$35.00	$ 4,200.00
	2.	Site Grading				
	2.1	Top Soil Stripping (Off Site Disposal, contractor location), Common & Waste Excavation	3	Day	$10,000.00	$ 30,000.00
	2.2	Reshaping Roadway Subgrade (150 mm subgrade prep.)	1300	s.m.	$8.00	$ 10,400.00
	2.3	Geotextile (as req'd by engineer)	1300	s.m.	$5.00	$ 6,500.00
	2.4	Geogrid (as req'd by engineer)	1300	s.m.	$5.00	$ 6,500.00
	3.	Exterior Improvements				
	3.1	Granular Base (500 mm)	1200	ton	$30.00	$ 36,000.00

SECTION	ITEM	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	AMOUNT
	3.2	Asphalt Concrete Pavement (100 mm - 2 lifts) c/w Tack and Prime Coats	220	ton	$185.00	$ 40,700.00
	3.3	Pavement Markings	1	l.s.	$2,500.00	$ 2,500.00
	3.4	Topsoil Placement & Seed (Imported)	1100	s.m.	$15.00	$ 16,500.00
	4.	TRAFFIC SIGNAGE				
	4.1	Supply & Install Traffic Signage and post	1	ea.	$600.00	$ 600.00
	4.2	Street Light Relocate & Utility Relocates	1	ea.	$25,000.00	$ 25,000.00
		TOTAL SCHEDULE 'A'				**$207,900.00**
		Engineering (Budget)				**$40,000.00**
		Preliminary Budget Contingency (50%)				**$103,950.00**
		Budget for Auxiliary Lane (Option C)				**$351,850.00**



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

HELIX Engineering Ltd.

P: 780.532.5731
F: 780.532.5824
www.helixeng.ca

NOTE: CONTRACTOR TO VERIFY DIMENSIONS SHOWN, THIS DRAWING IS NOT TO BE SCALED, IF ANY DISCREPENCIES ARE FOUND CONTACT HELIX ENGINEERING LTD. PRIOR TO COMMENCEMENT OF ANY WORK. DRAWINGS ARE COPYRIGHT AND ANY USE OR REPRODUCTION IS PROHIBITED WITHOUT WRITTEN CONSENT FROM HELIX ENGINEERING LTD.

ENGINEERS STAMP

APPROVAL STAMP

REVISION

REV.	DESC.	DATE	BY	APPD.
0	CONCEPTUAL REVIEW.	AUG. 9/22	SAK	SMG.

CLIENT:
MACKENZIE COUNTY

PROJECT:
HAMLET OF LA CRETE INTERSECTION UPGRADE OVERALL PLAN

LOCATION:
N.E.1/4 SEC.9 TWP.106 RGE.15 W.5 M.

PROJECT NO.: 2320–011

DESIGN: – DRAWN: SAK CHK'D: SMG

DATE: AUG. 9/22 BM: –

SCALE 1:500

10 5 0 5 10 20

DRAWING:
2320–011–TAPER

PAGE:
01 OF 01

v2.0 15.01.24 2320-011-TAPER.DWG Aug. 9, 2022 5:02 PM

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Special Council Meeting Request for Tender Opening**

BACKGROUND / PROPOSAL:

Administration is requesting a Special Council Meeting for tender opening on August 30, 2022. An RFP for the following locations will be advertised on August 12, 2022. Tenders will close by August 29 at 4:30 pm.

- 27th Baseline Road first 2 miles
- Range Road 154
- 2 miles of Heliport Road

Administration acquired T & L Engineering to create a tender and scope of work for 27th Baseline, with the option of two different completion dates for the project.

Range Road 154 and Heliport Road projects will be completed as shoulder pulls and soft spot repairs. Rebuilds at the current budget are not feasible.

These projects are starting much later in the year than is preferred and time to complete these projects is dwindling, depending on seasonal factors. Administration recommends that bidders be provided an option of a summer 2023 completion date in order to ensure the best pricing for these projects.

The next scheduled council meeting is September 13th, which will be too late to award contracts and expect completion in 2022. Awarding the projects on August 30th would provide a critical weeks to the construction timeline.

OPTIONS & BENEFITS:

Administration's recommends using the option to hire at the hourly rate for Range Road 154 and Heliport Road. The projects will be procured through an RFP that outlines the

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

scope of work and contractor's requirements. This will be the most cost effective way to complete the required work.

COSTS & SOURCE OF FUNDING:

Budget for 27th Baseline is $700,000 from MSI funding.
Budget Range Road 154 is $350,000 from MSI funding.
Budget for 2 miles Heliport Road is $250,000 from MSI funding.

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

The special tendering process will be publicly advertised and communicated to construction companies that have experience in road construction.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tender Process

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That a Special Council Meeting be held on August 30, 2022 for the purpose of opening tenders.

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

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative & Support Services**
Title:	**Bylaw 1229-21 School Zones and Other Speed Zones**

BACKGROUND / PROPOSAL:

At the June 22, 2021 Committee of the Whole Meeting (COW) Bylaw – 1229-21 was brought forward and it was requested to be brought to Council for first reading. The following motion from the June 22, 2021 COW meeting is as follows:

MOTION COW-21-06-064 **MOVED** by Councillor Braun

That Bylaw 1229-21 School Zones and Other Speed Zones be brought to Council for first reading with amendments as discussed.

CARRIED

Bylaw 1229-21 was not brought to the Regular Council Meeting on June 23, 2021.

At the July 13, 2021 COW Meeting the Bylaw was brought back and has the following motion:

MOTION COW-21-07-079 **MOVED** by Councillor Braun

That Bylaw 1229-21 School Zones and Other Speed Zones be brought to Council for first reading with the amendments as discussed.

CARRIED

The Bylaw was not brought to a Regular Council Meeting for the remainder of the 2021 year or to present date in 2022.

Author: L. Flooren **Reviewed by:** _____ **CAO:** _____

The amendments noted from the July 13, 2021 COW meeting have been incorporated into the attached Bylaw 1229-21 for review and approval.

OPTIONS & BENEFITS:

Review of internal bylaws to ensure Councils direction on amendments are completed.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Mackenzie County Bylaws are available on the County website, and changes in regards to the school zone hours will be advertised on social and print media, and signage will be changed to the updated times.

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion 1

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That first reading be given to Bylaw 1229-21, being the School Zones and Other Speed Zones.

Motion 2

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That second reading be given to Bylaw 1229-21, being the School Zones and Other Speed Zones.

Motion 3

☐ Simple Majority ☐ Requires 2/3 ☑ Requires Unanimous

That consideration be given to go to third reading of Bylaw 1229-21, being the School Zones and Other Speed Zones.

Author: L. Flooren **Reviewed by:** _____ **CAO:** _____

Motion 4

☐ Simple Majority ☑ Requires 2/3 ☐ Requires Unanimous

That third and final reading be given to Bylaw 1229-21, being the School Zones and Other Speed Zones.

Author: L. Flooren **Reviewed by:** _____ **CAO:** _____

BYLAW NO. 1229-21

BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF DECLARING SPECIFIC PORTIONS OF ROADS AS SCHOOL ZONES AND OTHER SPEED ZONES AND AUTHORIZING THE ERECTION OF SCHOOL ZONE SIGNS TO DESIGNATE THE AREAS SO DECLARED

WHEREAS the Council of Mackenzie County deem it advisable that specific portions of roadways herein referred to be declared as playground zones, school zones, and children playing zones for the protection of children attending the schools and playing at the specified locations;

WHEREAS the Council has designated that certain roadway speeds be reduced due to congested residential development;

WHEREAS, provisions of the Traffic Safety Act, the Council of Mackenzie County may establish maximum speed limits of less than eighty (80) kilometers per hour for highways under its control; and to establish a maximum speed limit in excess of eighty (80) kilometers per hour for all or any highway under its control;

WHEREAS, provisions of the Traffic Safety Act, the Council of Mackenzie County may prescribe a maximum of not more than one hundred (100) kilometers per hour for a highway that is not a primary highway;

WHEREAS, provisions of the Traffic Safety Act, the Council of Mackenzie County may prescribe speed limits and increase or decrease the length of the periods of time referred to in the regulations during which the speed limit is in effect for that school zone or playground zone;

THEREFORE by virtue of the powers vested in it under the Traffic Safety Act, and the Municipal Government Act, the Council of Mackenzie County enacts as follows:

1. In this bylaw, unless the context otherwise requires,

a) **"Hamlet(s)"** shall be the unincorporated communities of Fort Vermilion, La Crete, and Zama as established and designated boundaries as approved by Mackenzie County.

b) **"Public Schools"** means a school operated by the Fort Vermilion School Division.

c) **"Rural"** shall be all other areas within the municipality with the exception of the communities noted above.

2. PLAYGROUND ZONES

a) That the portion of 101st Avenue from the east boundary of Lot 4MR, Block 17, Plan 792 1881 to the west boundary of the same, within the boundaries of the Hamlet of La Crete be declared a playground zone. (Reinland Park)

b) That the portion of River Road from the east boundary of Lot 1, Plan 3279 KS to the west boundary of the same, within the boundaries of the Hamlet of Fort Vermilion be declared a playground zone. (St. Mary's Elementary School)

c) That the portion of Aspen Drive from the north boundary of Lot 1MR, Block 15, Plan 892 2794 to the south boundary of same, within the boundaries of the Hamlet of Zama be declared a playground zone. (Zama Community Park)

d) That the portion of Aspen Drive from the north boundary of Lot 4 Block 11 Plan 882 1687 to the south boundary of Lot 4, Block 11, Plan 882 1687 within the boundaries of the Hamlet of Zama be declared a playground zone. This playground zone shall be for the Zama City School.

e) That the portion of 50th Street from the north boundary of Lot 4, Block A, Plan 762 1591 (Fort Vermilion Public School) to south of the baseball diamonds of Lot N, Plan 580KS and 44th Avenue from 50th Street to 52nd Street (Fort Vermilion Community Complex) to the east boundary of 52nd Street, within the Hamlet of Fort Vermilion be declared a playground zone.

f) That the portion of 110 Street south of 98 Avenue and 87 Avenue northwest of 108 Street, Plan 1026365, Block 38, 61 MR within the Hamlet of La Crete be declared a playground zone. (Knelsen Park)

g) That the portion of 94th Avenue from the east boundary of Lot 12, Plan 782 0147, (Sandhills Elementary School) to the west boundary of NW-4-106-15-W5M (Reinland Christian Academy), within the Hamlet of La Crete be declared a playground zone.

3. PLAYGROUND ZONE HOURS AND SIGNAGE

a) That on any day no driver shall drive within the playground zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time between the hours of 8:30 a.m. and one hour after sunset.

b) That 30 kilometers per hour playground zone speed signs be erected to designate those portions of the roadways within the hamlets in the Mackenzie County herein before referred to as playground zones for the

guidance of any person or driver of any vehicle travelling on the said roadways.

4. SCHOOL ZONES – PUBLIC SCHOOL

a) That the portion of local road, locally known as Bluehills Road, for 300 meters north and south of the Bluehills Community School located on SE 1-104-18-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Bluehills Community School.

b) That the portion of local road, locally known as Rocky Lane Road, for 300 meters north and south of the Rocky Lane School located on S½ 16-109-14-W5M, subdivided as Lot 5, Block 1, Plan 962 1175, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Rocky Lane School.

5. SCHOOL ZONES – PRIVATE SCHOOLS

a) That the portion of local road, for 300 meters north and south of the Private School located NE 11-108-13-W5M and 300 meters from the south boundary of the same, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Fort Vermilion Peace Private School.

b) That the portion of local roads, for 300 meters north and south and 300 meters east and west of the Private School located on NE 33-105-14-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Peace Mennonite Private School.

c) That the portion of local road, for 300 meters north and south of the Private School located NW 8-107-13-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.

d) That the portion of local road, for 300 meters north and south of the Private School located SE 15-104-17-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.

e) That the portion of local road, for 300 meters north and south of the Private School located on SW 17-104-17-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.

f) That the portion of local road, for 300 meters north and south of the Private School located on SW 30-104-14-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.

g) That the portion of local road, for 300 meters north and south of the Private School located on SW 14-105-15-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.

6. SCHOOL ZONE HOURS AND SIGNAGE

a) That on any day on which school is held at a Public School, no driver shall drive within the school zone so declared, at a rate of speed greater than 30 kilometers per hour, at any time between:

i) 8:00 a.m. and 9:00 a.m., and
ii) 2:30 p.m. and 3:30 p.m.

b) That on any day on which school is held at a Private School, no driver shall drive within the school zone so declared, at a rate of speed greater than 30 kilometers per hour, at any time between:

i) 8:00 a.m. and 9:30 a.m., and
ii) 11:30 a.m. and 1:30 p.m., and
iii) 3:00 p.m. and 4:30 p.m.

c) That 30 kilometers per hour school zone speed signs be erected to designate those portions of the roadways within Mackenzie County herein to be referred to as school zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

d) That 30 kilometers per hour ahead signs be erected 150 meters in advance of the 30 kilometer per hour school zone signs on all streets in the hamlets where school zones are located.

e) That 30 kilometers per hour ahead signs be erected 300 meters in advance of the 30 kilometers per hour school zone signs on all rural roads where school zones are located.

7. CHILDREN PLAYING ZONES

a) That the portion of the Hamlet of Fort Vermilion known as Mackenzie Housing specifically, 52nd Avenue, 43rd Street, 51st Street cul-de-sac, 44th

Street cul-de-sac and 50th Avenue from the east boundary of 45th Street be declared a children playing zone.

8. CHILDREN PLAYING ZONE HOURS AND SIGNAGE

a) That on any day no driver shall drive within the children playing zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time.

b) That 30 kilometers per hour children playing zone speed signs be erected to designate those portions of the roadways within the hamlets in Mackenzie County herein before referred to as children playing zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

9. BUFFALO LAKE ESTATES

That a maximum speed limit of sixty (60) kilometers per hour be established for the sections of road known as “Buffalo Lake Estates” or legally known as shown on attached Schedule “A”:

a) Township Road 105-5 from Range Road 15-1 to Range Road 15-1A; and

b) Range Road 15-1A from Township Road 105-5 to Township Road 106-6.

10. HUTCH LAKE

That a maximum speed limit of thirty (30) kilometers per hour be established for the sections of road known as “Hutch Lake Cottage Area” or legally known as shown on attached Schedule “B”:

a) Tugate Drive on Part of SW 33-112-20-W5M, Part of SE 32-112-20-W5M, Part of NW-28-112-20-W5M, and Part of NE 29-112-20-W5M.

11. HAMLET SPEED LIMITS

a) That a maximum speed limit of fifty (50) kilometers per hour be established in the hamlets of Fort Vermilion, La Crete and Zama, except in designated school and playground zones.

b) Notwithstanding clause 10. A) that a maximum of seventy (70) kilometers per hour transition zone that connects a fifty (50) kilometers an hour zone within a hamlet increasing to a seventy (70) kilometer an hour zone to the hamlet boundary before proceeding to either an eighty (80) kilometers per hour zone on a gravel road or a one hundred (100) kilometer an hour zone on a paved highway, may be established on the outskirts of the hamlets as designated by the Director of Operations.

c) That proper speed limit signs be placed at the boundaries of those hamlets mentioned in Section 1.

12. RURAL SPEED LIMITS

a) That a maximum speed limit of eighty (80) kilometers per hour be established for all rural gravel roads within municipal boundaries.

b) That a maximum speed limit of one hundred (100) kilometers per hour be established for the La Crete North and South Access Roads up to the Hamlet of La Crete boundary, Highway 88 Connector and Zama Access Road (paved portion).

c) That a maximum speed limit of sixty (60) kilometers per hour be established for all roads within Country Residential zoned subdivisions.

d) That a maximum speed limit of sixty (60) kilometers per hour be established, at the discretion of Council, for all roads that are adjacent to or front onto a Country Residential zoned subdivision.

e) That a maximum speed limit of fifty (50) kilometers per hour be established 100 meters on each side of the east and west side of the intersection located on Township Road 1060 at Range Road 154.

f) Notwithstanding clause 12. a) that the speed limits may be reduced where determined by the Chief Administrative Officer or designate.

13. PENALTIES AND RESCINDING BYLAWS

a) That any person found guilty of violating the speed as indicated by the erected signs is subject to the penalties described in the Traffic Safety Act and Amendments thereto.

b) That Bylaw 1179-20 hereby be rescinded.

READ a first time this _____ day of _____, 2022.

READ a second time this _____ day of _____, 2022.

READ a third time and finally passed this _____ day of _____, 2022

(original signed)
Joshua Knelsen
Reeve

(original signed)
Byron Peters
Interim Chief Administrative Officer

BYLAW 1229-21

SCHEDULE "A"

BYLAW 1229-21

SCHEDULE "B"

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Bylaw 1262-22 Water Services Franchise**

BACKGROUND / PROPOSAL:

The Regional Service Sharing Agreement (RSSA) discussion brought forth the need to create a Bylaw for Water Service Franchise between Mackenzie County and the Town of High Level.

The Water Services Franchise Agreement allows the Town of High Level the exclusive right to provide potable water services to a specified part of Mackenzie County for a period of not more than twenty (20) years.

Administration has attached a bylaw for first reading. Subsequent to receiving first reading the bylaw will be advertised.

OPTIONS & BENEFITS:

The Water Services Franchise will benefit the public interests of Mackenzie County residents that resides within the area.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Bylaw will be advertised on Facebook and local newspaper.

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the first reading be given to Bylaw 1262-22, being a bylaw to approve the water franchise agreement between the Town of High Level and Mackenzie County for the provision of potable water services.

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

BYLAW NO. 1262-22

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

TO APPROVE THE WATER FRANCHISE AGREEMENT
BETWEEN THE TOWN OF HIGH LEVEL AND MACKENZIE COUNTY
FOR THE PROVISION OF POTABLE WATER SERVICES.

WHEREAS the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended ("the Act"), provides that a municipality may pass bylaws for municipal purposes respecting services provided by the municipality;

WHEREAS sections 45 – 47 of the Act provide that a council may, by agreement, grant a right to another to provide a utility service in all or part of the municipality for not more than 20 years;

WHEREAS the Councils of Mackenzie County and the Town of High Level have entered into a franchise agreement in the form attached that grants the Town of High Level the exclusive right to provide potable water services to a specified part of Mackenzie County for a period of twenty (20) years, subject to a right of renewal or replacement as set out in the agreement and in the Act; and

WHEREAS Mackenzie County has determined the franchise under consideration would be of benefit to public interests.

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

1. This Bylaw may be called the Water Services Franchise Bylaw.

2. This Bylaw comes into force upon the agreement being approved by the Alberta Utilities Commission for the Province of Alberta, and upon being given third reading and finally passed.

READ A FIRST TIME this ___ day of _____, 2022.

READ A SECOND TIME this ___ day of _____, 2022.

READ A THIRD TIME AND finally passed this __th day of _____, 2022.

_____
Joshua Knelsen
Reeve

_____
Byron Peters
Interim Chief Administrative Officer

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Town of High Level Notice of Proposed Annexation**

BACKGROUND / PROPOSAL:

The Town of High Level (ToHL) is proceeding with what was discussed during the Regional Services Sharing Agreement (RSSA) negotiations.

The ToHL Council has set Wednesday, September 7, 2022 as the date for an information open house on the proposed annexation. The open house will be held in their Council Chambers from 3:00 p.m. until 8:00 p.m. Any representatives from Mackenzie County are welcome to attend. More details will be provided closer to the date.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Advertise on Mackenzie County Facebook page and in the local newspaper.

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the Town of High Level Notice of Proposed Annexation Report be received for information.

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

TOWN OF
HIGH LEVEL

Town of High Level
10511 – 103 Street
High Level, AB T0H 1Z0
Canada

Telephone: 780-926-2201
Facsimile: 780-926-2899
town@highlevel.ca
www.highlevel.ca

August 4, 2022

Mackenzie County
PO Box 640
Fort Vermillion, AB
T0H 1N0

Attn: Reeve and Council

Re: Town of High Level Notice of Proposed Annexation

On August 3, 2022, Town of High Level Council initiated the process to annex a portion (approximately 1,870.02 ha) of lands within Mackenzie County to the north of High Level. The annexation will permit the Town to manage its airport lands, which are located within Mackenzie County.

We are enclosing a copy of the Notice of Proposed Annexation approved by Town Council, which contains a map showing the proposed area to be annexed. This notification is being provided to you in accordance with the provisions of the Municipal Government Act, RSA 2000, c.M-26.

As part of the process, the Town will be holding an information open house for landowners, affected local authorities, and the general public to discuss the annexation, including the process. The Town wishes to invite you to attend the information open house to be held Wednesday September 7, from 3:00 p.m. to 8:00 p.m. at the Town of High Level Town Hall.

We are interested in hearing from you in relation to the proposed annexation. If you are not able to attend the information open house, please feel free to send your comments to Ms. Hayley Gavin, Director of Planning & Development at 780-502-0778 or via email to hgavin@highlevel.ca

If you have any questions, kindly do not hesitate to contact me.

Yours truly,

Clark McAskile
CAO, Town of High Level

Enclosure: Notice of Proposed Annexation
cc: Town of High Level Council

In the matter of the *Municipal Government Act*, RSA 2000 c. M26

And

In the matter of a Proposed Annexation by Town of High Level

In the matter of the *Municipal Government Act*, RSA 2000 c. M26

And

In the matter of a Proposed Annexation by Town of High Level

NOTICE OF PROPOSED ANNEXATION

TO: **LAND AND PROPERTY RIGHTS TRIBUNAL**
1229 – 91 Street SW
Edmonton, AB
T6X 1E9

TO: **Mackenzie County**
PO Box 640
4511 – 46 Avenue
Fort Vermilion, AB
T0H 1N0

TO: **The Minister of Municipal Affairs**
C/O Alberta Municipal Affairs
132 Legislature Building
10800 – 97 Avenue NW
Edmonton, AB
T5K 2B6

Town of High Level gives notice of its request for the annexation of lands described later in this Notice of Proposed Annexation. This notice includes the following:

1. Authorization
2. Description of Lands
3. Annexation Justification
4. Proposed Public Consultation
5. Affected Authorities

This notice has been filed by Town of High Level.

Per: _____
Clark McAskile, Chief Administrative Officer
10511 – 103 Street
High Level, AB
T0H 1Z0

1. Authorization

On the 3rd day of August, 2022, the Town of High Level Council passed a Motion to provide written notice of its proposed annexation pursuant to Section 116 of the Municipal Government Act.

This motion follows the Town of High Level and Mackenzie County entering an Annexation Agreement, which was negotiated as part of the Intermunicipal Collaboration Framework ("ICF") negotiations between the parties.

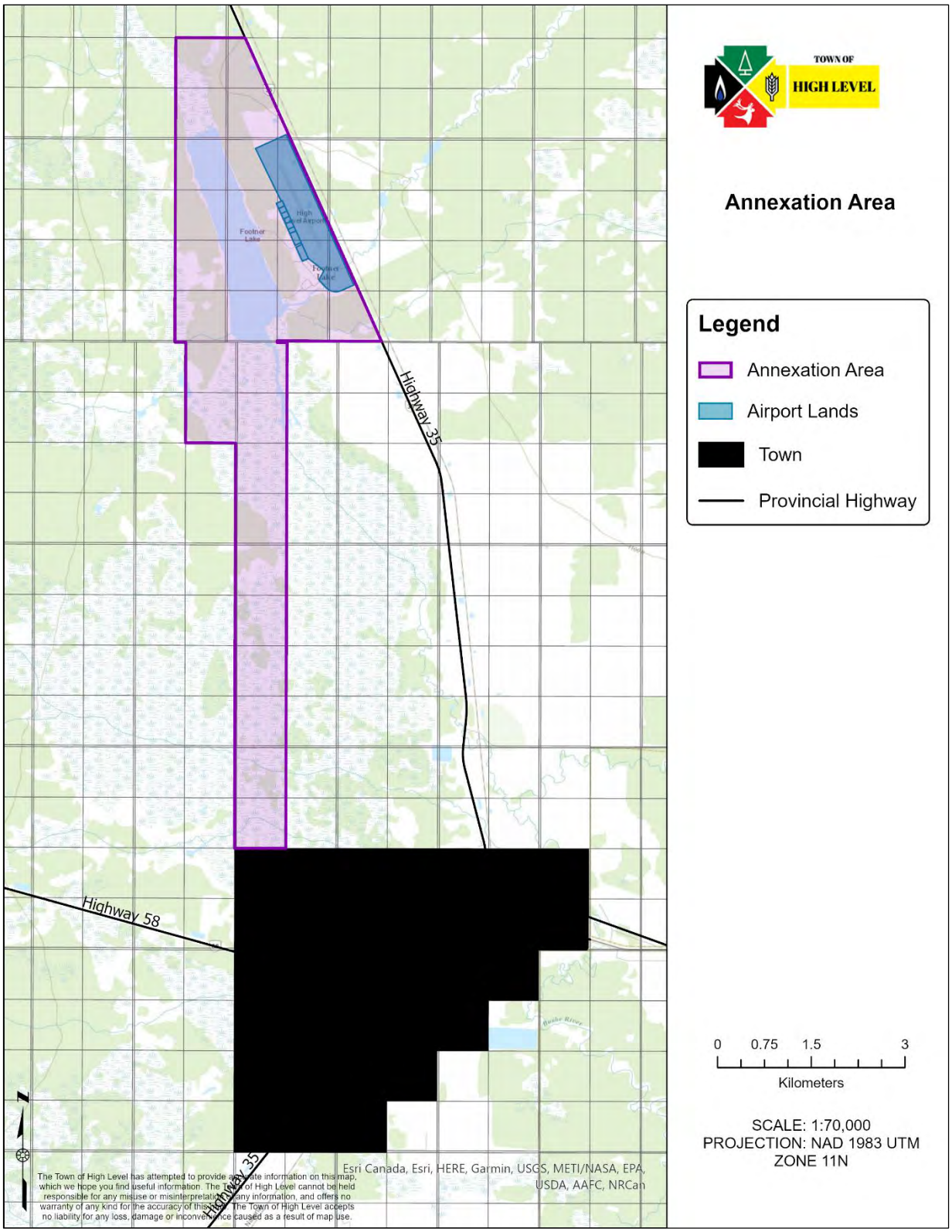
2. Description of Lands

	LEGAL LAND DESCRIPTION	LINC NUMBER	REGISTERED LANDOWNER
1	NE-18-111-19-5	594687577	Crown Land
2	SE-18-111-19-5	594687522	Crown Land
3	Western Portion of NW-17-111-19-5	594687455	Crown Land
4	SW-17-111-19-5	594687470	Crown Land
5	Southwest Portion of SE-17-111-19-5	594687412	Crown Land
6	NE-7-111-19-5	594687447 594687408	Crown Land
7	NW-8-111-19-5	594687465	Crown Land
8	SE-7-111-19-5	594687460	Crown Land
9	SW-8-111-19-5	594687454	Crown Land
10	Western Portion of SE-8-111-19-5	594687422	Crown Land
11	NE-6-111-19-5	594687530	Crown Land
12	NW-5-111-19-5	594687439	Crown Land

13	NE-5-111-19-5	594687468	Crown Land
14	SE-6-111-19-5	594687547	Crown Land
15	SW-5-111-19-5	594687421 594687417	Crown Land
16	SE-5-111-19-5	594687428 594687485	Crown Land
17	Southwest Portion of NW-4-111-19-5	594687396	Crown Land
18	Western Portion of SW-4-111-19-5	594687467	Crown Land
19	NE-36-110-20-5	594702310	Crown Land
20	NW-31-110-19-5	594687269	Crown Land
21	SE-36-110-20-5	594702314	Crown Land
22	SW-31-110-19-5	594687273	Crown Land
23	NW-30-110-19-5	594687310	Crown Land
24	SW-30-110-19-5	594687288	Crown Land
25	NW-19-110-19-5	594687324	Crown Land
26	SW-19-110-19-5	594687326	Crown Land
27	NW-18-110-19-5	594687327	Crown Land
28	SW-18-110-19-5	594687289	Crown Land
29	NW-7-110-19-5	594687329	Crown Land

30	SW-7-110-19-5	594687321	Crown Land
31	982 1131; 1	0027 415 604	Town of High Level
32	982 1131; 2	0027 415 612	Town of High Level
33	982 1131; 3	0027 415 620	Town of High Level
34	982 1131; 4	0027 415 638	Town of High Level
35	082 1345; 1; 1	0033 053 760	Town of High Level
36	982 1131; 6	0033 053 753	Town of High Level
37	982 1131; 7	0027 415 661	Town of High Level
38	982 1131; 8	0027 415 679	Town of High Level
39	982 1131; 9	0027 415 687	Town of High Level
40	6018NY; 1; 3	0027 415 588	Her Majesty The Queen in Right of Alberta Of C/O Minister of Transportation
41	6018NY	594687423	Crown Land
42	-	594687407	Crown Land
43	-	594687382	Crown Land
44	-	594687386	Crown Land
45	-	594687387	Crown Land
46	-	594687388	Crown Land

47	-	594687390	Crown Land
48	-	594687378	Crown Land
49	-	594687383	Crown Land
50	-	594687379	Crown Land
51	-	594687392	Crown Land
52	-	594687389	Crown Land
53	-	594687385	Crown Land
54	-	594687384	Crown Land
55	-	594687381	Crown Land


TOWN OF
HIGH LEVEL
Annexation Area
Legend
Annexation Area
Airport Lands
Town
Provincial Highway
Highway 35
Highway 58
Footner Lake
0 0.75 1.5 3
Kilometers
SCALE: 1:70,000
PROJECTION: NAD 1983 UTM
ZONE 11N
Esri Canada, Esri, HERE, Garmin, USGS, METI/NASA, EPA, USDA, AAFC, NRCan
The Town of High Level has attempted to provide accurate information on this map, which we hope you find useful information. The Town of High Level cannot be held responsible for any misuse or misinterpretation of any information, and offers no warranty of any kind for the accuracy of this map. The Town of High Level accepts no liability for any loss, damage or inconvenience caused as a result of map use.

3. Annexation Justification

Section 116(2)(b) of the Municipal Government Act requires, as part of a written notice of a proposed annexation, that the notice contains reasons for the proposed annexation. What follows is the context and reasons of Town of High Level for seeking annexation of lands within Mackenzie County.

Town of High Level is proposing to annex lands within Mackenzie County to allow the Town to manage the High Level Airport, which is currently located within Mackenzie County. As part of the ICF negotiations, the Town of High Level and Mackenzie County agreed to the annexation of the above lands.

The lands within Mackenzie County that are sought to be annexed are entirely Crown lands. Therefore, any potential impact to privately owned land by this annexation, will largely be mitigated. The land on which the High Level Airport exists is owned by the Town. The consolidation of the affected land into the Town will provide more effective servicing for the airport lands and provide for a better and more efficient processing of development permits, as well as tax collection for the airport lands.

The annexation will provide for the optimization of delivery of soft and hard surfaces to the airport. The following general planning principles will apply to this annexation application:

- Providing for thoughtful and integrated planning of Town assets; and
- Ensuring the planning and development of the lands will reflect the intent, goals and objectives of the Town of High Level.

4. Proposed Public Consultation

Introduction

The purpose of the public consultation is to ensure there are opportunities for the public, landowners, and affected stakeholders to be made aware of the annexation application and have an opportunity to provide input before the matter is considered by the Land and Property Rights Tribunal.

Public consultation also offers the Town of High Level an opportunity to develop an understanding of concerns raised and to establish applicable mitigation measures, if required.

The following provides an overview of the proposed public engagement strategies and the report on the public consultation process, findings, and proposed mitigation measures will be provided as required.

Process

The consultation process will be open and transparent. It will ensure interested parties are provided information regarding the various opportunities to provide feedback and to ensure adequate and informative details are provided regarding the annexation process. Reasonable measures will be taken to ensure those with an interest in the annexation will have access to

relevant information and have their views and opinions heard. Town of High Level is aware of the need to communicate with and receive input from the following:

a) Landowners located within the area proposed for annexation. Since the lands are all Crown lands, the Town can contact the relevant Department directly for input;

b) Local Authorities impacted by the annexation; and

c) Residents of High Level and Mackenzie County.

Consultation Elements

Various consultation methods will be used to engage affected landowners and the public including the following:

a) Information Letter

Town of High Level will send an information letter to the affected landowner (as provided for on the Certificates of Title), Local Authorities and stakeholders. This information letter will provide information, details of the annexation proposal, process, contact information, and outline the next steps.

b) Meetings with Landowners and Local Authorities

Town of High Level will meet directly with the Province, if requested, either by telephone or via an electronic platform. The Town will also meet with Local Authorities, if requested.

c) Public Open Houses

Town of High Level will host an open house for the public to provide input and highlight any issues or concerns. The open house may be held using electronic platforms, or may be in person, or a combination of both.

Town of High Level will advertise the public open house on their website and social media platforms and advise the Province (landowner). The Town will place an advertisement in The Echo Pioneer newspaper for the public open house.

d) Website

Town of High Level will post notice of the open house, and other updates to their website and social media platforms. The application details will be located on the Town's website. There will also be an opportunity to provide comments regarding the proposed annexation, and staff contact information will be provided on the Town's website.

e) Written Input

In addition to verbal input at open houses and meetings, interested parties will have an opportunity to provide written feedback and comments through paper form, email or online.

f) Media

Town of High Level proposes to issue periodic news releases regarding the annexation process to local media and regional outlets.

5. Affected Authorities

This notice is being sent to the following Affected Authorities:

a) Alberta Agriculture & Forestry

b) Alberta Environment & Parks

c) Alberta Infrastructure

d) Alberta Transportation

e) Apex Utilities

f) ATCO Electric

g) Dene Tha' First Nation

h) Fort Vermilion School Division

i) Mackenzie County

j) Telus Communications Inc.

The following is the list of Authorities who may be affected and will be notified of the proposed annexation, in keeping with the spirit and intent of the Municipal Government Act:

a) Beaver First Nation

b) Canada Post

c) Paddle Prairie Metis Settlement

d) Town of Rainbow Lake

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative & Support Services**
Title:	**2022 Alberta Forest Products Association Annual General Meeting and Conference**

BACKGROUND / PROPOSAL:

The Alberta Forest Products Association AGM and Conference is scheduled for September 28 – 30, 2022 in Jasper, Alberta. The following motion was made on July 13, 2022 at the Regular Council Meeting:

MOTION 22-07-515

MOVED by Deputy Reeve Sarapuk

That the following Councillors be authorized to attend the Alberta Forest Products Association Conference from September 28 – 30, 2022 in Jasper, Alberta:

1. Reeve Knelsen
2. Councillor Cardinal
3. Councillor Braun
4. Councillor Smith
5. Councillor Wardley

CARRIED

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Registration fee ($1470/non-member), Travel Expenses and Honorarium – 2022 Operating Budget. The 2022 Operating Budget includes the attendance for five

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

Councillors as noted above. There is funding available for additional council members to attend.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the Councillor Derksen be authorized to attend the Alberta Forest Products Association Conference from September 28 – 30, 2022 in Jasper, Alberta:

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative & Support Services**
Title:	**Rural Health Professions Action Plan (RhPAP) 2022 Community Attraction and Retention Conference**

BACKGROUND / PROPOSAL:

RhPAP hosts regular Rural Community Health Provider Attraction and Retention Conferences. The provincial conference is an opportunity for interested rural community members from across Alberta, to come together and share experiences, learn about new initiatives related to the attraction and retentions of health-care providers to rural communities, and network with other rural community members.

The conference is being held on October 4-6, 2022 in Drayton Valley, Alberta.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Registration fee ($266.23), Travel Expenses and Honorarium – 2022 Operating Budget. There are funds in the operating budget for all councillors to attend due to previous conferences being held virtually.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the following Councillors be authorized to attend the RhPAP 2022 Community Attraction and Retention Conference from October 4-6, 2022 in Drayton Valley, Alberta:

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

eventbrite Sea Browse Even Organize Help Create an event Log In Sign Up

2022 RhPAP Rural Community Attraction & Retention Conference

by Rural Health Professions Action Plan (RhPAP)

107 followers Follow

$0 – $266.23

$0 – $266.23 Tickets

Location

Clean Energy Technology Centre (CETC)
5400 - 22 Avenue
Drayton Valley, AB
View map

Refund policy

Contact the organizer to request a refund.
Eventbrite's fee is nonrefundable.

The "Put on your Perspectacles: Looking through the Rural Lens" Conference will feature three days of learnings, sharing and re-connection!

About this event

Get ready to put on your Perspectacles! 🕶

The "Put on your Perspectacles: Looking through the rural lens" conference will feature three days of interactive sessions, informative presentations and shared peer-to-peer knowledge with the goal of returning you to your communities inspired and empowered.

Here are a few things you can expect:

- **Exploring community attraction and retention** through an A&R Network approach.
- Engage and network with other **A&R champions** from across Alberta.
- Enjoy a **special community-based evening** with amazing local scenery, food and entertainment.
- **Reconnecting. Fun. Food. Fellowship.**

Registration is currently open until September 30th, 2022.

Please note: Registrations from the previously postponed conference are not being carried over – please register again. Hotel information will be provided when registration opens – be prepared to book early.

RhPAP Conference go-er's who registered by June 30th, will be entered into the RhPAP Early Bird Registration Draw! The lucky winner will be treated to an assortment of rural, locally made/produced items from across the province. Want a chance to win? Register for Put on Your Perspectacles Conference today! *** Draw to take place onsite the morning of Thursday, October 6th.*

// Go back to the top of the page

Alberta

Financial contribution for RhPAP has been provided through Alberta Health

CONFERENCE AGENDA

Put on Your Perspectacles

Looking through the rural lens

RhPAP 2022 COMMUNITY ATTRACTION AND RETENTION CONFERENCE AGENDA

Tuesday, Oct. 4th MAKING CONNECTIONS	Wednesday, Oct. 5th A DAY OF EXPLORING: ATTRACTION AND RETENTION	Thursday, Oct. 6th EDUCATED AND EMPOWERED
9:00 am Registration Set Up	7:30 am Continental Breakfast ** Stakeholders Exhibition Table Set-Up	7:30 am Continental Breakfast
11:00 am Registration Open Start of Conference	8:30am Opening Remarks	8:30 am You Gotta Nourish To Flourish
11:00 am Brunch	8:45 am Story Seekers	9:30 am Break
12:00 pm Welcoming Remarks	9:30 am Exploring Community-Based Attraction and Retention	10:00 am Bringing it Home *Keynote Speaker – Michelle Wright*
12:15 pm RhPAP 101	10:30 am Break	
12:45 pm Making the Pivot	10:45 am Exploring Community-Based Attraction and Retention	11:30 am Closing Remarks/Activities
1:45 pm Break	12:00pm Lunch/Networking	12:00 pm Lunch/Networking *Bagged Lunch to Go*
2:00 pm Building Connections *Unstoppable Conversations*	1:00pm A Deeper Conversation – *the A&R Network* 3:00pm Break	End of Conference
4:00 pm Day One Reflection	3:15pm Applying the Knowledge	
4:15 pm Break	4:30pm Finish	
5:30 pm Networking Evening *Appetizers and live music*	6:00 pm Community Showcase Dinner *Wiley West Campground*	
8:00pm End - Conference Day One	9:00 pm End - Conference Day 2	

RhPAP Attraction and Retention Conference
Drayton Valley, AB | Oct. 4-6, 2022
www.rhpap.ca/Conference2022

Conference Day One - Tuesday October 4th MAKING CONNECTIONS

11:00 am **Conference Registration and Lunch** (CETC Centre)

12:30 pm Welcome to the 2022 RhPAP Rural Community Attraction and Retention Conference!! The afternoon will begin with **Getting to Know RhPAP**, and then hearing from key partners and stakeholders in the **Making the Pivot** session. *We have all had to re-visit the approach of how we do things over the last few years – here is an opportunity for participants to learn the strategies and new perspectives from our key provincial stakeholders and partners as we all work together keeping healthcare close to home.*

For the remainder of the afternoon, you are in for a treat during the "**Building Connections**" session with Wendy Schneider from Unstoppable Conversations! *Wendy is the Community Development and Municipal Government Champion for **Unstoppable Conversations**. She is the Executive Director of Green Hectares, a successful rancher with international accolades as a breeder, and has held multiple board positions at organizations such as Northlands, and is an active member of the Global Institute for the Empowerment of Women. Wendy has worked with dozens of rural communities and hundreds of small businesses to empower their success, with a particular passion for youth, agriculture, and rural communities. Her expertise ranges from difficult conversations to effective corporate cultures, and from executive coaching to organizational and community transformation.*

4:00 pm We will close the Tuesday afternoon with a **quick reflection** of the day, and then offer folks an hour to freshen up/check in before moving onto the evening portion of the conference day one.

5:00 pm **Conference Networking Even**t (CETC Centre) *While enjoying the sounds of local musicians, spend a couple hours enjoying a variety of appetizers and connecting with people from across the province. Be prepared: RhPAP is planning a special activity which will be sure to captivate and create a greater sense of connection for you. A cash bar will be available.*

Meals provided on Tuesday: lunch, afternoon refreshments and evening appetizers

// Go back to the top of the page

Conference Day Two - Wednesday, October 5th A DAY OF EXPLORING ATTRACTION AND RETENTION

7:30 am - 8:30 am **Buffet Breakfast / Networking / Exhibition Tables Open**

8:30 am Buckle your britches for a full day of attraction and retention learnings on Wednesday. We will start with being inspired during the **Story Seekers** session, *learning ways people have had meaningful influence and impact in their communities.*

Next, we will be **Exploring Community-Based Attraction and Retention**, *broadening your lens on what attraction and retention means with facilitated discussion around new options and opportunities.*

After enjoying a delicious locally catered lunch, participants will dig into **A Deeper Conversation - the A&R Network.** T*he landscape of community attraction and retention has shifted over the last few years (to say the least!). This session will explore how A&R efforts are evolving and gaining traction across the community spectrum. We will be looking through the local, regional and even provincial lens of what A&R supports could look like in an enhanced collaborative provincial A&R Network that further deepens the impact of your local community A&R engagement. Get ready to put your shovels in the ground with conversations around partnerships and relationships, and peer-to-peer learnings.*

Wrapping up the day's learnings will be an interactive and hands-on activity-based session, providing attendees the opportunity to consider their next steps in **Applying the Knowledge** from the day in relation to their own local attraction and retention efforts.

6:00 pm **Pembina Health Professional Attraction and Retention Committee Community Showcase Dinner**

An outdoor evening of connection and celebration located just minutes from Drayton Valley, the Wiley West Campground will be home to our evening's activities. Set on the banks of the North Saskatchewan River, you will have the opportunity to unwind from the day - maybe exploring some of the trail systems or taking in the scenic view of the river. Just don't forget about dinner with some local food trucks that are sure to please your taste buds. Evening activities will also include local entertainment (maybe bring your dancing shoes). Connect with your inner camper as you enjoy a s'mores bar around the bonfire. Be sure to dress for the weather! A cash bar will be available. Shuttle service will also be available. Stay tuned for more information.

Meals provided on Wednesday: Breakfast, lunch and dinner plus morning and afternoon refreshments

Conference Day Three - Thursday, October 6th EDUCATED AND EMPOWERED

7:30 am - 8:30 am **Buffet Breakfast / Networking**

8:30 am Join us for our morning session, **You Gotta Nourish to Flourish** session, w*here we will all practice some self care, giving ourselves permission to pause. Caring for others is important, but Covid-19 taught us that sometimes, by caring for yourself, you're caring for others too.*

To close out the conference, get ready for the inspiring session, **Bringing it Home.** T*wo days high energy, fire hose of ideas, and now it's time to go home. What will you take with you? How will you be transformed by what you've heard, seen, done, and the people you've met over the conference. How easily will you go back to the regular routine and how can you not? In a humorous, supportive and challenging closing, Michelle Wright, Community Economic Development Officer, rancher, heirloom rescuer, farm cleaner upper engages your hearts, minds and motivations to get the most benefit from the RhPAP event and truly make a difference in your community.*

12:30 pm To-Go Lunch and Safe Travels home!

Meals provided on Thursday: Breakfast, morning refreshments, to-go lunch

- End of Conference -

// Go back to the top of the page

RhPAP is pleased to partner with the **Best Western Plus Drayton Valley All Suites** as our main conference partner hotel, as well with the **Ramada by Wyndham Drayton Valley Hotel.**

** You are encouraged to reserve your accommodations at your earliest convenience to ensure availability.

Best Western Plus Drayton Valley All Suites 2252 - 50 Street, Drayton Valley, Alberta T7A 0C5

- Conference rate beginning at $119.00+tax
- Room reservations can be made online at Best Western Drayton Valley RhPAP Conference Rates or by contacting the hotel directly at 780-621-2378 and mention RhPAP Conference GUEST BLOCK

Ramada by Wyndham Drayton Valley Hotel 2051 - 50 Street, Drayton Valley, Alberta T7A 0C5

- Room reservations can be made at by contacting the hotel directly at 780-514-7861 and mention RhPAP Conference GUEST BLOCK or visit Ramada Drayton Valley (select dates Oct. 4 - 6th to access RhPAP conference rate)
- Please note: The Ramada booking link requires guests to select the dates displaying the rate special.

// Go back to the top of the page

When is Early-bird Registration? JUNE 1 - JUNE 30th

- Early-bird (June 1-30) conference registration fee: **$200** (plus taxes and Eventbrite fee)
- Regular (July 1 - Sept 30) conference registration fee: **$250** (plus taxes and Eventbrite fee)

How can I contact the organizer with any questions?

For any questions or concerns, please contact: consultants@rhpap.ca

What's the refund policy?

Regular Refund Policy: Registration fees for the conference will be FULLY REFUNDED if you notify RhPAP via email no later than **August 31, 2022** . An 80% REFUND will be provided if the cancellation is received by email no later than **September 23rd, 2022** . After that date, no refunds will be issued.

Please note: as we continue to plan for the conference, RhPAP will continue to closely follow health advisories in relation to COVID-19.

Cancellations can be sent to the following email address: consultants@rhpap.ca

// Go back to the top of the page

Rural Health Professions Action Plan (RhPAP)

Organizer of 2022 RhPAP Rural Community Attraction & Retention Conference

The Rural Health Professions Action Plan is a collaborative partner and trusted advocate for rural Alberta

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Louise Flooren, Manager of Legislative & Support Services**
Title:	**Rural Municipalities of Alberta (RMA) Fall Convention – November 7 - 10, 2022**

BACKGROUND / PROPOSAL:

The RMA hosts two conventions per year, one in spring and one in fall, at the Edmonton Convention Centre in Edmonton, Alberta. Each convention sees a variety of plenary addresses and workshops, as well as the ministerial forum and resolutions session. In addition to these events, the fall convention hosts the opposition party leader panel, as well as our RMA Board elections and partners program.

The RMA Fall Convention will take place November 7 - 10, 2022 in Edmonton, Alberta. All 10 Councillors have been budgeted to attend. Administration requires a list of who will be attending to register and book hotel rooms for the convention.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Travel Expenses and Honorarium – 2022 Operating Budget. Registration is currently not open. Accommodations are now posted online.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the following Councillors be authorized to attend the 2022 Rural Municipalities of Alberta (RMA) Fall Convention November 7 - 10, 2022.

Author: L. Flooren **Reviewed by:** _____ **CAO:** B Peters

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Caitlin Smith, Director of Planning & Agriculture**
Title:	**Municipal Planning Commission Meeting Minutes**

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 14, 2022 and August 11, 2022 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of July 14, 2022 and August 11, 2022 be received for information.

Author: K Unrau **Reviewed by:** _____ **CAO:** _____

MACKENZIE COUNTY
Municipal Planning Commission Meeting

Mackenzie County Office
La Crete, AB

Thursday, July 14, 2022 @ 10:00 a.m.

PRESENT:	Erick Carter	Chair, MPC Member
	William Wieler	Vice Chair, MPC Member
	David Driedger	Councillor, MPC Member
	Jacquie Bateman	Councillor, MPC Member (Virtual)
	Tim Driedger	MPC Member
ADMINISTRATION:	Caitlin Smith	Director of Planning and Agriculture
	Ryleigh-Raye Wolfe	Environmental Planner
	Lynda Washkevich	Development Officer
	Jackie Roberts	Development Officer
	Kristyn Unrau	Administrative Assistant/Recording Secretary
MEMBERS OF THE PUBLIC:	Pete Neufeld	

MOTION **1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:01 a.m.

2. ADOPTION OF AGENDA

MPC 22-07-109 **MOVED** by William Wieler

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 22-07-110 **MOVED** by David Driedger

That the minutes of the June 24th, 2022 Municipal Planning Commission meeting be adopted as amended.

CARRIED

_____

_____

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

**a) 135-DP-22 La Crete Co-op Ltd.
Shop – Commercial Addition & Warehouse with 12% Rear Setback Variance (1.8 Feet) in "LC-MS"
Plan 902 2145, Block 21 (10502 -100 Street) (La Crete)**

MPC 22-07-111 **MOVED** by William Wieler

That Development Permit 135-DP-22 on Plan 902 2145, Block 21 in the name of La Crete Co-op be APPROVED with the following conditions:

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

1. A **12% Setback Variance** for the Shop – Commercial Addition and Warehouse is hereby granted. The Shop – Commercial Addition and Warehouse shall be a minimum of 13 feet (4 meters) from the rear (West) property line.

2. Remaining minimum building setbacks;

    a. 9.1 meters (30 feet) from the front yard facing 100th Street.

3. The Shop – Commercial Addition and Warehouse 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. The property must at all times be kept in a neat and orderly fashion.

6. Provide adequate clear signage locating exits, entrance and parking, as required by the Development Authority.

7. The municipality has assigned the following address to the noted property **10502-100th 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.

8. 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.

9. The Development is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.

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

11. The 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.

12. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.

13. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

14. 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.

15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

16. **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.**

17. **The Developer shall at all times comply with all applicable**

_____

_____

Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

b) 136-DP-22 Heart to Heart Ministry Centre Dwelling Unit with Deck in "LC-LI" Plan 172 2503, Block 2, Lot 1 (9405-91 Street)

MPC 22-07-112 **MOVED** by David Driedger

That Development Permit 136-DP-22 on Plan 172 2503, Block 2, Lot 1 in the name of Heart to Heart Ministry Centre 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: 9.1 meters (30 feet) front yard; 3.05 meters (10 feet) rear yard, 9.1 meters (30 feet) exterior side yard from the property lines.

2. The Dwelling Unit with Deck shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.

3. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.

4. If the Ministry Centre is removed from the property, the Dwelling Unit with Deck shall be removed as well.

5. The architecture, construction materials and appearance of the Dwelling Unit and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

6. The municipality has assigned the following address to the noted property: 9405-91 Street. You are required to display the address (9405) so as 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 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. 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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.

10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

CARRIED

c) 141-DP-22 RKM Contracting Ltd.
Industrial Camp in "Z-RB"
Plan 962 3203, Block 3 & Plan 892 2794, Block 14, Lot 2
(1067 & 1073 Aspen Drive) (Zama)

MPC 22-07-113 **MOVED** by David Driedger

That Development Permit 141-DP-22 on Plan 962 3203, Lot 3 & Plan 892 2794, Block 14, Lot 2 in the name of RKM Contracting 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. Minimum building setbacks;

   a.) Front Yard - 7.6 meters (25 feet),

   b.) Sides - 1.5 meters (5 feet),

   c.) Rear – 2.4 meters (8 feet) from property lines.

2. **The Industrial Camp shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

3. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to the commencement of development. Contact the Health**

_____

_____

Inspector at (780) 841-3252.

4. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

5. The Municipality has assigned the following address to the noted properties **1067 Aspen Drive & 1073 Aspen Drive.** You are required to display the addresses (**1067 & 1073**) 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.

6. Provide adequate off street parking as follows: One space per 37.2 (400 square feet) of gross floor area *"One parking space, including the driveway area, shall occupy 300 square feet.*

7. Buildings to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.

8. The front yard areas shall be landscaped in accordance with the Land Use Bylaw.

9. All outdoor storage and parking for commercial or industrial purposes shall be SCREENED to the satisfaction of the Development Authority.

10. The Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other SCREENING of a visually pleasing nature, satisfactory to the Development Authority.

11. **No construction or development is allowed on right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility right-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 rights-of-way.**

12. <u>This permit approval is subject to an access to the property being constructed to County standards</u>. 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.

_____

_____

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

d) 149-DP-22 ABCO Industries/Robert Schartner Accessory Building (Office) with 50% Setback Variance (25 Feet) – East Property Line in "A" Plan 172 0951, Block 1, Lot 46 (Fort Vermilion Rural)

MPC 22-07-114 **MOVED** by William Wieler

That Development Permit 149-DP-22 on Plan 172 0951, Block 1, Lot 1 in the name of ABCO Industries/Robert Schartner be APPROVED with the following conditions:

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

1. A **50% Setback Variance** for the Accessory Building is hereby granted. The Accessory Building shall be a minimum of 25 feet (7.6 meters) from the East property line.

2. Remaining minimum building setbacks:

   a. 41.15 meters (135 feet) from any road allowances; and
   b. 15.24 meters (50 feet) from any other property lines.;

3. The Accessory Building 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. 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.;

_____

_____

5. The Accessory Building shall not be used as a dwelling.

6. The architecture, construction materials and appearance of the Accessory Building and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

7. An access easement agreement shall be registered with land titles.

8. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.

9. All basement or below grade developments shall have an operational sump pump.

10. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.

11. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

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. 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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.

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) 154-DP-22 Joella Wiebe (Joella's Massage) Home Based Business, Minor in "H-R1"

_____

_____

Plan 012 3572, Block 21, Lot 46 (10705-101 Avenue) (La Crete)

MPC 22-07-115 **MOVED** by David Driedger

That Development Permit 154-DP-22 on Plan 012 3572, Block 21, Lot 46 in the name of Joella Wiebe (Joella's Massage) be APPROVED with the following conditions:

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

1. **This permit is for the APPROVAL of a Home Based Business, Minor (Joella's Massage) in the existing Dwelling – Single Family.**

2. **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.**

3. **This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.**

4. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at (780) 841-3252.**

5. **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.**

6. The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.

7. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.

8. The Municipality has assigned the following address to the noted property (**10705-101 Avenue**). You are required to display the address (**10705**) 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.

9. Home Based Business Minor requires 1 space per 37.2m^2

_____

_____

(400.0ft^2) of gross FLOOR AREA. This work area is 400 square feet, so that would constitute one (1) off street parking spot.

10. 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.

11. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.

12. The sign shall not be placed within the Road Right of Way.

13. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

14. 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.

15. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.

16. Wiring and conduits of any signs must be concealed from view.

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

18. 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

f) 155-DP-22 Philip Derksen
Fence with a %15 Height Variance in "H-R1"
Plan 5824NY, Block 1, Lot 10 (9713-101 Street) (La Crete)

MPC 22-07-116 **MOVED** by William Wieler

_____

_____

That Development Permit 155-DP-22 on Plan 5824NY, Block 1, Lot 10 in the name of Phillip Derksen 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. **Approval of a fence with height variance as noted in condition 2a).**

2. **Maximum height of fence:**

   a. **2.13 meters (7 feet) for the South interior side,**
   b. **up to 1.8 meters (6 feet) for the remaining side and rear yards.**
   c. **1.22 meters (4 feet) for the front yard.**

3. **The fence shall not comprise of and/or support barbed wire.**

4. The fence shall not adversely affect the view of vehicular and pedestrian traffic.

5. The fence shall not encroach onto adjacent properties.

6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

7. 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.

8. This permit approval is subject to an 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. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

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

_____

_____

11. The 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) 44-SUB-21 West Haven Estates – TIME EXTENSION 18.31 acres (7.41 Hectares) 49 Residential lots, 2 Commercial lots in "H-R1","H-R2","MHS","LC-HC" Part of NE 9-106-15-W5M (La Crete)

MPC 22-07-117 **MOVED** by David Driedger

That the subdivision file number 44-SUB-21 be granted a time extension for two years.

CARRIED

7. MISCELLANEOUS ITEMS

a) Bylaw 12xx-22 Land Use Bylaw Amendment to Amend Section 8.3 to Add Restrictions of the Spreading of Manure within Hamlet Boundaries

MPC 22-07-118 **MOVED** by William Wieler

That MPC recommend approval to Council for Bylaw 12xx-22 Land Use Bylaw Amendment to Amend Section 8.3., to add restrictions of the spreading of manure within hamlet boundaries.

DEFEATED

b) Development Statistics Report – January to June 2022

MPC 22-07-119 **MOVED** by David Driedger

That the development statistics report for January to June 2022 be received for information.

CARRIED

8. IN CAMERA

_____

_____

a) None.

9. MEETING DATES

- Thursday, August 11th, 2022 @ 10:00 a.m. in Fort Vermilion
- Thursday, September 8th, 2022 @ 10:00 a.m. in La Crete
- Thursday, September 22nd, 2022 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 22-07-120 **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:32 a.m.

CARRIED

These minutes were adopted this 11th day of August, 2022.

_____
Erick Carter, Chair

MACKENZIE COUNTY
Municipal Planning Commission Meeting

Mackenzie County Office
Fort Vermilion, AB

Thursday, August 11, 2022 @ 10:00 a.m.

PRESENT:	Erick Carter	Chair, MPC Member (Virtual)
	William Wieler	Vice Chair, MPC Member (Virtual)
	David Driedger	Councillor, MPC Member
	Jacquie Bateman	Councillor, MPC Member (Virtual)
	Tim Driedger	MPC Member
ADMINISTRATION:	Byron Peters	Interim, Chief Administrative Officer
	Madison Dyck	Development Officer
	Jackie Roberts	Development Officer
	Lynda Washkevich	Development Officer
	Kristyn Unrau	Administrative Assistant/Recording Secretary

MOTION **1. CALL TO ORDER**

William Wieler called the meeting to order at 10:01 a.m.

2. ADOPTION OF AGENDA

MPC 22-08-121 **MOVED** by David Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 22-08-122 **MOVED** by Jacquie Bateman

That the minutes of the July 14th, 2022 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

_____

_____

For Information.

5. DEVELOPMENT

**a) 173-DP-22 Daniel Gerbrandt
Shop-Personal & Manufactured Home – Mobile Addition in "H-CR" Plan 022 6056, Block 4, Lot 1 (9103 94 Street) (La Crete)**

MPC 22-08-123 **MOVED** by David Driedger

That Development Permit 173-DP-22 on in the name of Daniel Gerbrandt 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: 15.2 meters (50 feet) from front yard, 4.6 meters (15 feet) interior side yard, 15.2 meters (50 feet) exterior side yard; and 7.62 meters (25 feet) rear yard; from the property lines.;

2. The Shop - Personal & Manufactured Home - Mobile Addition shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;

3. The Addition shall be constructed and finished with similar construction materials as the existing Building to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the existing Building and Addition shall be similar in appearance and color.;

4. The undercarriage of the Manufactured Home & Addition shall be screened from view by skirting or such other means satisfactory to the Development Authority.;

5. The maximum area of the Shop shall be 223 square meters (2,400 square feet).;

6. The maximum height of the Shop shall be 6.1 meters (20 feet) from grade to peak.;

7. This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should the applicant change the intention of this building a new development permit is required.;

_____

_____

8. No accessory building erected/or moved onto the site shall be used as a dwelling.;

9. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;

10. The architecture, construction materials and appearance of the Manufactured Home Addition and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;

11. 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.;

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

13. 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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;

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

b) 182-DP-22 Platinum Construction
Dwelling – Single Family with Garage – Attached with a 40% Front Setback Variance in "H-R1A"
Plan 202 0335, Block 8, Lot 7 (10310 97A Ave) (La Crete)

MPC 22-08-124 **MOVED** by Tim Driedger

That Development Permit 182-DP-22 on in the name of Platinum Construction be APPROVED with the following conditions:

_____

_____

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

1. A 40% Setback Variance for the Dwelling – Single Family with Garage – Attached is hereby granted. The Dwelling – Single Family with Garage – Attached shall be a minimum of 4.6 meters (15 feet) from the front property line.;

2. Remaining minimum building setbacks for the side and rear yards are: 1.52 meters (5 feet) from the property lines.;

3. The Dwelling – Single Family with Garage – Attached 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 house shall face 87A Avenue with the garage located on the West side of the lot.;

5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;

6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;

7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;

8. The municipality has assigned the following address to the noted property: 10310 87A Ave. You are required to display the house address (10310) so as 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.;

9. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;

10. No construction or development is allowed on or in a right-of-way. It is

_____

_____

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

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

12. 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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers? expense.;

13. 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. <u>SUBDIVISIONS</u>

a) 36-SUB-22 Henry Martens
10.00 acre Subdivision (1 lot) in "A"
NE 29-106-15-W5M (La Crete Rural)

MPC 22-08-125 **MOVED** by David Driedger

That Boundary Adjustment Application 36-SUB-22 in the name of Henry Martens NE 29-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a boundary adjustment totalling 90 acres (36.42 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 boundary adjustment, 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,**

f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,

g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,

h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,

i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

b) 37-SUB-22 Abraham & Anna Peters
75.00 acre Subdivision (1 lot) in "A"
NW 4-106-15-W5M (La Crete)

MPC 22-08-126 **MOVED** by Erick Carter

_____

_____

That Subdivision Application 37-SUB-22 in the name of Abraham & Anna Peters on NW-4-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a subdivision, 75 acres (30.40 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) **The Developer shall enter into a Memorandum of Understanding with the Municipality to address any deferral of fees and/or improvements, prior to registration of the proposed lot(s);**

   b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality;

   c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality;

   d) Provision of all water lines, including all fittings and valves as required by the County;

   e) Provision of municipal servicing (water and sanitary sewer) to each lot;

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

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

      (1) Drainage of internal road system,
      (2) Erosion prevention systems, if required,
      (3) Direction of site drainage, and
      (4) Elevation plans for each lot

   g) Provision of paved internal roads, sidewalks and other

_____

_____

infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;

h) Provision of paved access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Urban Development Standards DEV001;

i) Provision of street lighting with underground wiring, design and location as required by the County;

j) Engineered signage package;

k) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision;

l) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities;

m) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure;

n) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;

o) Any outstanding property taxes shall be paid in full prior to

_____

_____

registration of title;

p) Provision of off-site levies as required by the County as follows:

i) Offsite Levy for Sewage life station number 5 (Bylaw 474-04)
The levy is charged at $616.00 per hectare for the industrial area and $1,185.00 per hectare for the residential are benefiting from this lift station.

For this proposed residential subdivision, the required levy fee is:
$1,185.00 x 30.40 hectares = **$36,024.00**

ii) Offsite levy for sewer trunk main (Bylaw 739-09)
The levy is charged at $2,088.00 per acre for the benefiting area.

For this proposed residential subdivision, the levy fee is:
$2,088.00 x 75 acres = **$156,600.00**

iii) Hamlet Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:

a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
c) new or expanded storm sewage drainage facilities;
d) new or expanded facilities for the storage, transfer, or disposal of waste;
e) land required for or in connection with any facilities described in clauses (a) to (d); and
f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at $1,000.00 per lot. One (1) lots at $1,000 equals **$1,000**,

q) Provision of municipal reserve in the form of land and/or money in lieu of land. Specific amount is based on 10% of the subject land or of the current market value as assigned

_____

_____

by Municipal Reserve Policy DEV005.
The current market value for this property is $15,000 per acre. Municipal reserve in the form of money in lieu of land equals **10% of 75 acres is 7.5 acres; 7.5 acres x $15,000.00 = $112,500.00.**

Total Estimated Fees (including Municipal Reserve): $307,159.00

r) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a);**

s) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

7. MISCELLANEOUS ITEMS

a) None.

8. IN CAMERA

a) None.

9. MEETING DATES

- Thursday, September 8th, 2022 @ 10:00 a.m. in La Crete
- Thursday, September 22nd, 2022 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

_____

_____

MPC 22-08-127 **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:15 a.m.

CARRIED

These minutes were adopted this 8th day of September, 2022.

_____
Erick Carter, Chair

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Caitlin Smith, Director of Planning & Agriculture**
Title:	**Inter-municipal Planning Commission Meeting Minutes**

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 13, 2022 Inter-municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the unapproved Inter-municipal Planning Commission meeting minutes of July 13, 2022 be received for information.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** _____

INTER – MUNICIPAL PLANNING COMMISSION MEETING

Wednesday, July 13, 2022
7:00 p.m.
via Zoom

PRESENT:	David Driedger	Chair, Councillor – Mackenzie County
	Jacquie Bateman	Councillor – Mackenzie County
	Josh Lambert	Councillor – Town of High Level
	Andrew O'Rourke	Member at Large – Mackenzie County
ADMINISTRATION:	Caitlin Smith	Director of Planning & Agriculture
(Mackenzie County)	Lynda Washkevich	Development Officer/Recording Secretary
(Town of High Level)	Hayley Gavin	Director of Planning & Development
	Zachary Mezzatesta	Planning & Development Officer
REGRET	Brent Anderson	Councillor – Town of High Level

MOTION **1. CALL TO ORDER**

David Driedger called the meeting to order at 7:01 p.m.

2. ADOPTION OF AGENDA

IMPC 22-07-001 **MOVED** by Jacquie Bateman

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Inter-Municipal Planning Commission Meeting Minutes

IMPC 22-07-002 **MOVED** by Josh Lambert

That the minutes of the December 9, 2021 Inter-Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. a) Terms of Reference

For information

5. DELEGATIONS

None

6. BUSINESS

a) Development Permit Application 120-DP-22 Brodie Peacock NW 18-109-19-W5M (High Level Rural)

IMPC 22-07-003 **MOVED** by Jacquie Bateman

That Development Permit 120-DP-22 on NW 18-109-19-W5M in the name of Brodie Peacock 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 64 meters (210 feet) from the center line of Highway 35.

2. The proposed use must be a minimum of 30 meters (98 feet) from the railway.

3. Remaining minimum building setbacks:

   a. 41.15 meters (135 feet) from any road allowances; and
   b. 15.24 meters (50 feet) from any other property lines.

4. **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**

5. The Manufactured Home – Modular 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.

6. The undercarriage of the Manufactured Home - Modular shall be screened from view by skirting or such other means satisfactory to the Development Authority.

7. No accessory building erected/or moved onto the site shall be used as a dwelling.

8. The architecture, construction materials and appearance of the Manufactured Home - Modular and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

9. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.

10. All basement or below grade developments shall have an operational sump pump.

11. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.

12. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

13. 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.

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

15. 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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.

16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

CARRIED

7. MEETING DATE DATES

To be decided.

8. ADJOURNMENT

IMPC 22-07-004 **MOVED** by Josh Lambert

That the Inter – Municipal Planning Commission Meeting be adjourned at 7:04 p.m.

CARRIED

These minutes were adopted this _____.

_____
Chair

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Caitlin Smith, Director of Planning & Agriculture**
Title:	**Fort Vermilion Mitigation Meeting Minutes**

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 14, 2022 Fort Vermilion Mitigation Meeting Minutes are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the unapproved Fort Vermilion Mitigation Meeting Minutes of July 14, 2022 be received for information.

Author: K Unrau **Reviewed by:** _____ **CAO:** _____

2022-07-14 Fort Vermilion Mitigation Meeting

Attendees:

Mackenzie County Council:

- Cameron Cardinal, Councillor, Ward 7
- David Driedger, Councillor, Ward 4
- Josh Knelsen, Reeve, Ward 1
- Garrell Smith, Councillor, Ward 6

Administration:

- Byron Peters, Interim Chief Administrative Officer
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance, Mitigation Coordinator
- Caitlin Smith, Director of Planning and Agriculture/Recording Secretary

Members of Public: 50

Councillor Cardinal called the meeting to order at 7:15 p.m.

Councillor Cardinal started with land acknowledgement and introductions of administration and Councillors.

Councillor Cardinal discussed the following:

- Addressed lack of communication between the municipality and the public.
- Asked for the community to share their vision for the future of Fort Vermilion as it will be only be a success if we work together.
- Addressed the Fort Vermilion flood issues.
- Mackenzie County did not receive $47,000,000 that was promised from the province; the sum was shared with other flooded municipalities throughout the province.
    - <u>Expense summary to date:</u>
    - $1.2 mil – hotel rooms
    - $1.5 mil – temporary housing
    - $3.6 mil – interim housing
    - $100,000+ - in damages to housing
    - $800,000 – Emergency Coordination Centre
    - $6 mil – relief funding for affected individuals
    - $10's of mil – Disaster Recovery Program (DRP) claims
    - $10 mil – Mackenzie infrastructure – DRP applications
    - $12.8 mil – Mitigation funding for relocation
    - $10.1 mil – Social Housing (Boreal)
    - $1.5 mil – Municipal Stimulus Program (Phase 1 construction; the County moved forward before approval)
    - $900,000 – land purchase for relocation
    - Staff time is not accounted for – hours of work – there is still a municipality to run in the mean time

- The DRP is a provincial program, there is no municipality that runs this program.
- There is no municipal funding that can fund a disaster, there are several ongoing natural disaster claims within the County to date.
- It takes more than a few years to get paid back for the costs to respond to an emergency event.
- Fall 2020, Council and administration met with the province to determine how to move forward (5 options):
    - Stay
    - Lift existing homes
    - Barriers (tiger dams)
    - Building the berm
    - Moving of the community
- The berm would have cost $50 mill, there is no guarantee that the berm will work.
- The Water Treatment Plant, Old Bay House, and Senior Centre are under the County insurance; there was a $25,000 deductible before the flood. It has increased to $250,000 after the flood. The County has purchased sand trap bags as a flood mitigation tactic for this infrastructure. Mackenzie County has been criticized for not being prepared for a future flood. We do have measures in place for a future flood.
- Tiger dams only work for seeping water, this would not work with the Peace River with the amount of ice on the river.
- The local drug store bought their own tiger dams, we need to be prepared.
- We are doing the right thing to move everyone out of the flood plain.
- 2020 after the flood, Council moved forward with Phase 1 (15 lots) which cost 1.5 mil.
- Phase 2 is a continuation of Phase 1 (51 lots) and all but 10 are spoken for to date.
- Phase 3 – 14 lots are all spoken for.
- Phase 4 – 58 acres purchased, reserved for anyone with an acre or larger lots.
- With the social housing grant, the homes have to be integrated into the community. 26 social housing homes allocated in Phase 2.

Question and Answer:

Public (P): Are the manufactured homes clustered together or dispersed?
Mackenzie County (MC): They will be dispersed throughout the subdivisions.
P: Are there going to be homes left on the east side of Fort Vermilion?
MC: We don’t know, during the one on one meetings, options were given which included staying. In the future, DRP will only fund one more time. That is for any disaster.
P: That is not necessarily true, there could be a change in Government.
MC: True, we don’t know whether or not the current provincial political party will remain. This is the program at this time.
P: Can you sell?
MC: Yes, you can sell your property.
P: Will any properties be available for other landowners?

MC: For the new developed land; the relocation program is in place until 2024. That will be a discussion with Council. The province is able to take the land back if it is not allocated.
MC: People were funded based on square footage and number of usable rooms (bedrooms). That was 100% pay out, it is now 90%.
MC: Mackenzie County received the grant with restrictions; this is a new program, the province wants full restrictions. Council agreed on limiting the restrictions. Any land acquired either through purchase, or land swap. There is no residential, commercial, industrial, and some recreational use. Yes, the County has to hold the insurance, going forward the community will have to use it. Possible uses are:

- Park space
- Seasonal camping
- Historical signage
- Walking trails

MC: The County is able to put an arbor in the flood plain.
P: Does that mean the County can put up the structure on acquired lands?
MC: No permanent structures.
MC: There are three governments entities that will own lands in the flood plains:

- Mackenzie County
- Social Housing
- Boreal Housing

MC: The future restrictions are residential, commercial, and industrial.
P: Did the entities pay for the land in the new development?
MC: Yes, they did.
P: Is there possibility for any other party to buy the acquired lands?
MC: No, they can't be sold for development by another entity.
P: Has Mackenzie County though about giving the land back to First Nations?
MC: We need to consider, what would they do with it?
P: Fort Vermilion would have no say in what happens in there.
P: We feel that we don't say now.
P: We should have Fort Vermilion members helping make decisions.
P: The First Nations and Metis would have their own communities that could develop lands as they see fit with similar development.
MC: This also falls back to the grant, if we default on the grant we have to pay it back.
P: Fort Vermilion feels that they don't have a say, and that there isn't enough representation in the room.
P: We feel you're not getting the support from the rest of Council, the community is not getting the chance to have that voice. There has been some minimal community engagement. There should be some stakeholder committee groups.
MC: We are trying; we wanted to have this type of community meeting and we were unsure on how to proceed. The province was going to support us but there were so many things up in the air. The agreement has only been signed a few months ago, there are no concrete decisions that has been made in the flood plain.
MC: There were limited options that the province is going to fund.
P: Meetings like this is great but which community members designed Phase 1,2,3, and 4. There were no community members at there meetings, none of those maps exist and

there in no information being pushed to the public. There should have been more communication. This is being brought to us after the fact. Everyone here hears all this stuff after it happens.
MC: We worked with the amount of land that we have available in order to move the greatest number of people. We were trying to come up with lot layout plans prior to development, you need to include your utilities, right of way's, lot sizes, minimum depth and width for lot sizes, all technical details need to be worked out.
MC: We tried to keep existing trees and the natural state and I will echo that we can do better. Councillor Cardinal is in everyday sharing what the community is saying. Previous Councillor Jorgensen was in regularly and Councillor Smith is getting more invested and they're sharing their constituent's thoughts.
MC: Phase 4 is not started, that is a fill storage site.
P: Can you explain the current land planning process?
MC: We need to be contiguous with lot layout, determine servicing capabilities, lot sizes, ensure we don't fragment the community, walkability to the complex, school, hospital, downtown, corridors connecting all of the that. Where it has been emphasized, we do need to create a new Area Redevelopment Plan. With the restrictions and what is in the flood plain we need to identify new residential, commercial, and industrial. We are helping to build the base concepts with what everyone wants to see in the flood plain. There should be opportunities for Area Redevelopment Plan community engagement there will be more maps, and concepts further in the process.
P: Why are the FN not getting this land back?
P: There is nothing for the off-reserve band members and Metis, Fort Vermilion people should be first. These are the people who invest in the community, we need to create a committee that looks after the community.
P: This is not a reserve, this is a municipality, there is only one nation invested and that is the Metis.
MC: If this would be passed on to North Peace Tribal Council, who cuts the grass, who maintains the area. If it's County owned, there are things that we have to get done. Councillor Cardinal and Councillor Smith are strong advocates for the community.
P: I would like to thank Jenn, Jackie, and Cam for their quick responses when dealing with mitigation.
P: Do we have any idea how much goes into developing a lot with foundations?
MC: Prices are going up; crawl spaces were estimated at $35,000 at time of tender and basements are now estimated at $50,000. Everything has to go out to quote and tender in order to be awarded. If you choose to upgrade, this cost is yours.
P: There should be community engagement, Bobbi Paul-Alook, President of Fort Vermilion Local Council 74, Metis Nation of Alberta, has come to the County as a representative and has requested for community engagement and that there be a stakeholder committee.
MC: The short answer is that we were not ready for it. At that time our focus as Council was to get people back into homes and to get the province to approve the grant. We were dealing with DRP and Municipal Affairs, we were dealing with the province. We want to move forward, what do we want to see in the future.

MC: A committee can head this going forward. We have a streetscape committee, right now we have $50,000 to beautify downtown. Looking through the proposed MDP, we urge that the we make consultation a priority.
P: The Metis board has made attempts to work with the County. This has not gotten anywhere.
MC: This meeting is for everyone, we are not looking for just the residents within the community but for all those who call Fort Vermilion home.
P: When are the phases supposed to be completed?
MC: In terms of the relocation phases; we put our tenders out for Phase 2 and 3, the substantial completion dates are for August 2022.
MC: The ATCO transformers are potentially late with an expectation that the underground power material would arrive in 120 weeks. We are hoping that this would be in by November.
MC: Dirt is being moved this year and the chance of a substantial amount of homes being moved this year is slim. We are hoping that the remaining homes will be moved the following summer. We are adding trees, lighting, things to improve the esthetic in the new phases.
MC: Currently, our municipality is being looked at because we are further advanced than other municipalities in the mitigation program.
P: There has been anger, and apprehension from the crowd from the beginning of the event. There was never a group of people to talk to and there was fear mongering occurring. There wasn't a lot of talking about why it flooded, there wasn't a lot of information being shared and we hear that the roads might not get maintained for those still in the flood plain, etc.
MC: Council put in a moratorium to restrict development in the flood plain. We have limited information to relay, we did tell people we don't know if you will be able to get insurance, or if a bank would approve a loan. It was all unknown what would be allowed. There were comments made that should not have been made and the problem is taken care of.
P: How do we communicate after this?
MC: We can do better and hold additional meetings, we advertise on Facebook and on the website.
P: We hope the communication gets better, we want to have a say before these decisions are made. We want to have a say before Phase 4.
P: In future meetings, that minutes be shared with the community and that zoom capability be added and that an agenda be done prior to the meeting.
P: What if people want to buy their property back after the sale?
MC: Nobody HAD to move. Everyone was told the exact same thing, some have chosen to leave.
P: We hear that there was intimidation being used when meeting with affected landowners, that it is highly enforced, highly incentivized, especially when you're not allowing development permits which means landowners can't sell the property.
MC: MC has had 7 emergency events in 6 years, 2 of which were Peace River floods. What happens in those one on one meetings are private between the County and the landowner and all meetings have minutes, we didn't force anyone to move. We shared

all the information that we had during these meetings, we have had multiple meetings with several residents over and over.
MC: There is a lot of provincial or federal court decisions that tie into what a disaster recovery program will allow, rivers move over time. For example, the City of Edmonton was identified an area as high risk but allowed permits in the area and when it flooded again, the City was 100% liable. We have to protect ourselves and its our job to make sure that all the landowners know the risk. A typical mortgage is 25 years there is a 1 in 4 chance that your home may flood in 1 in a 100-year flood.
MC: We can't imagine how difficult it is to go through this. There are so many deciding factors to make such an important decision such as financial, emotional, and other considerations.
MC: It flooded in 1934, and 1905, they were not prepared for a flood.
P: I have heard the messages that were relayed under our outreach recovery program, who wanted their support when dealing with the County. The people were told it was their choice, they were not pushed. If you're not in an agreement with the County we offer these services to all citizens not just Metis. Please reach out to Bobbi.
P: Why is the County set on underground power for FV?
P: Who likes the overhead powerlines? Only 3. Do people know that it will take longer and cost 8 times more.
MC: That is untrue, we have gotten quotes from ATCO, we have talked to all the residents.

Councillor Cardinal called a break at 9:00 p.m. and resumed the meeting at 9:12 p.m.

MC: What are we going to do with the flood plain after?
MC: Councillor Cardinal shared the City of Regina's planning; the city was built on a man-made lake and every tree was hand planted. Councillor Cardinal met with Magna engineering, they build storm ponds and not just a plain square but ones that are both functional and attractive. There are currently 4-5 storm water outlets in Fort Vermilion by the RCMP building, ATB, St. Mary's, and the Old Bay House that all dump into the river before the inlet for our drinking water.
MC: The amount of storm water will increase with the new subdivisions. An idea is to build a man-made lake and a storm drain. We start building these storm ponds and anything that overflows had time to settle the sediment and contaminants. After 2024, there are grants available for this type of infrastructure. After they are built we get carbon credits and we support the wetland. They have geodesic designs incorporated but we have to be respectful of the graves in Fort Vermilion. There are other options too such as trees, walking trails, and grassy areas.
P: There is fear that there will be a gravel pit, would we be able to use the material to help with construction. The only way that this is going to work is if there is 100% support.
MC: Gravel will be excavated out of the storm pond to support construction of the pond. Three levels of government have to support this as well. It doesn't have to be big or small as long as it works.

MC: What other legislative measures are we taking to development. Future restrictions of the land. We can't tie the hands of future government and future Council. The province listed the uses available in the flood zone.
P: Is it not true that the land be dedicated to environmental reserve to protect it?
MC: There was mention of a provincial park, if it is an environmental reserve, you can not cut the grass, use the pond, etc.
P: There is information available online regarding environmental reserve and there are additional uses available.
MC: We will continue to research.
P: In the Municipal Development Plan listed under flood hazard resiliency, agriculture is considered a use, this is supposed to be for all residents not just one user.
MC: It is a consideration but it is limitless on the potential of the area in the floodplain.
MC: Please share your ideas for the park areas, recreational uses such as basketball courts, outdoor activities, firepits, additional docks.
MC: There is a plan for another dock in Fort Vermilion this summer.
P: Is there a dock in La Crete?
MC: Yes there is a dock in Atlas Landing. During the Chuckegg Creek fire, a dock was put in and the province said agreed to it. We have several; 1 for Tompkins Landing area, Atlas Landing, and the old ferry landing on the north side. We are actively working on an additional dock in Fort Vermilion.
P: What about the RV park in Fort Vermilion?
MC: That RV park is private and they have chosen not to have it opened this year.
P: The future of the flood zone, is there a map of who will be left?
MC: Not at this time.
P: What if 20% of the residents decide to stay, what will happen then? Is the infrastructure to remain?
MC: Yes. We have to work around those and nothing will be in play after 2024.
P: Who is going to pay for this stuff after 2024?
P: As a Fort Vermilioner, I would not like to see a seasonal RV park in the acquired lands.
MC: The Planning department is looking at implementing a bylaw to restrict that use.
MC: Please call your Councillors with any concerns or ideas.
P: Do you have a date for the next meeting?
MC: No, we can set a schedule, minutes will be made available.
P: We ask for commitment that there is no cease and desist order for those who choose to stay. We as community members would also like to have a commitment to create that stakeholder committee. That committee can be created as a third party, more community meetings should be suggested.
P: This meeting shouldn't count towards the Municipal Development Plan and the Fort Vermilion Area Redevelopment Plan as thus meeting was not advertised as such. This was a loose discussion on what we would like to see going forward.
MC: We need to get thinking on the same page, we will do additional public meetings regarding the MDP and FVARP. We can not commit to anything on behalf of Council.
MC: Please note that your Councillors go hard for your community. There should be more onus on the community to go to Council meetings and make your voices heard.
P: Who awards the contracts?

MC: Every single contract has gone out to tender and not one local contractor has bid. This is taxpayer money and there is a process to use it.

Councillor Cardinal ended the meeting at 9:46 p.m.

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Caitlin Smith, Director of Planning & Agriculture**
Title:	**Development Ad Hoc Committee Minutes**

BACKGROUND / PROPOSAL:

The unapproved minutes of the August 9, 2022 Development Ad Hoc Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

That the unapproved Development Ad Hoc Committee meeting minutes of August 9, 2022 be received for information.

Author: K Unrau **Reviewed by:** _____ **CAO:** _____

MACKENZIE COUNTY
Development Ad Hoc Committee Meeting

Mackenzie County Office
La Crete, AB

Tuesday, August 9, 2022 @ 3:00 p.m.

PRESENT:	Paul Driedger	Chair, Committee Member
	George Fehr	Vice Chair, Committee Member (arrived at 3:12 p.m.)
	David Driedger	Councillor
	Darrell Derksen	Committee Member
	Chad Wiebe	Committee Member
REGRETS:	Jacquie Bateman	Councillor
	Cameron Cardinal	Councillor
	Danny Friesen	Committee Member
ADMINISTRATION:	Byron Peters	Interim Chief Administrative Officer
	Caitlin Smith	Director of Planning and Agriculture/Recording Secretary
MEMBERS OF THE PUBLIC:	Martin Harder	
	Jake Froese	
	Henry Peters	
	Harvey Wolfe	
	Josh Knelsen	

MOTION **1. CALL TO ORDER**

Chair Paul Driedger called the meeting to order at 3:06 p.m.

2. ADOPTION OF AGENDA

DAHC 22-08-005 **MOVED** by Chad Wiebe

That the agenda be adopted as presented.

CARRIED

3. TERMS OF REFERENCE

For information.

4. BUSINESS

_____

_____

a) Off-Site Levy Bylaws

The committee reviewed the County of Grande Prairie, Municipal District of Greenview, and Parkland County off site levy bylaws.

George Fehr joined the meeting at 3:12 p.m.

b) Development Incentives

The committee reviewed the summary of the development incentives from other municipalities. Administration went over municipal options to support developers. Administration is actively working on a Business Incentive Bylaw, which would defer taxes over a period of time on improvements on land.

What are the options to rebate taxes? There was mention of this in the package.

Administration will look into this option more.

Administration discussed the options that were presented in the consolidating off site levy bylaw that was tabled at Council. It is difficult for administration to determine how best to service the hamlet as development continues and ensuring infrastructure is developed to maximum capacity

Development community would like a shared cost between County, developer, and end user. This ensures less cost to the end user whom is the purchaser of the lots. For example: each pay a third of the cost between County, developer, and lot owner.

Any amount from the County will be carried by the taxpayer and the County as a debenture. This is a decision by Council as a whole.

Would a builder be able to carry the cost of the portion of fees which would be recouped from the end user? Well it is an added cost but development is needed otherwise all our business stops. There are very few lots available in La Crete.

The average vacant lot price based on location and the urban standard of construction is anywhere from $80,000 - $120,000.

There are land purchases taking place without knowledge of future servicing and the added cost of fees that will take place at time of development.

If there are was a flat fee for all land is would be easier to invest in

vacant properties.

Cost of developing always increases throughout the project.

Developers state that development increases the tax base and is an investment in the municipality.

P3 (Public-Private Partnership) could be an option and the developer would be responsible for the maintenance on the property over a longer period of time lessening the maintenance fees for the County. Developers would gain a rebate on the taxes on the property. Deficiencies on subdivisions would have to be corrected after a certain time period. The time period would have to be determined.

Administration will have to look into this option more and would need a legal opinion as there are no other Albertan municipalities that use this option to our knowledge.

Available resource: https://cupe.ca/guide-municipalities-p3s

Municipal Development Plan

- There should be an option for seniors living in rural areas to be able to live in the County.
- There will be a greater need for servicing in the rural areas
- These areas need to be further from hamlets
- Near the rural stores (Buffalo Head Prairie/Blue Hills)

In terms of constructing all the infrastructure for a subdivision up front, it isn't feasible for a developer to front the cost of all construction for reimbursement from an endeavor to assist. That is a lot for a developer to carry financially.

Does the County overprepare or plan for development too far into the future?

The County needs to think ahead and plan for the future because we are at the point where we are piecemealing all developments and it isn't working either. We are at the point where there is limited capacity for existing systems.

Council has to decide whether or not to allocate to their debt limit in order to subsidize development. We would need to determine the length of time until there is a return on investment.

c) Development Policy DEV001 Urban Development

Standards

For information.

5. MEETING DATES

- To be determined.

6. ADJOURNMENT

DAHC 22-08-006 **MOVED** by David Driedger

That the Development Ad Hoc Committee Meeting be adjourned at 4:38 p.m.

CARRIED

These minutes were adopted this ___ day of _____, 2022.

_____
Paul Driedger, Chair

Mackenzie County

REQUEST FOR DECISION

Meeting:	**Regular Council Meeting**
Meeting Date:	**August 17, 2022**
Presented By:	**Byron Peters, Interim Chief Administrative Officer**
Title:	**Information/Correspondence**

BACKGROUND / PROPOSAL:

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

- 2022-08-11 Queen Elizabeth II's Platinum Jubilee Medal Nomination
- 2022-07-11 Correspondence- Minister of Seniors and Housing Affordable Housing Needs Assessment Guide and Template
- 2022-07-18 Alberta Transportation Strategic Transportation Infrastructure Program Funding
- 2022-06-06 Orphan Well Association Annual Report
- 2022-07-21 Mackenzie County Letter of Support Metis Nation #74
- 2022-07-26 Alberta Energy Regulator Update to Rural CAO's
- 2022-07-28 CN Letter from the CEO Grain Plan for 2022-23
- 2022-07-29 CN Annual Grain Plan
- New Approach to Mapping Floodways in Alberta
- Fort Vermilion Flood Hazard Study Update Notice
- 2022-06-14 Mackenzie County Library Board Meeting Minutes
- 2022-08-11 Ministry of Justice
- Council Action List

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

☑ Simple Majority ☐ Requires 2/3 ☐ Requires Unanimous

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

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

From:	Susan Valentine
To:	Susan Valentine
Subject:	Nominations for the Queen Elizabeth II"s Platinum Jubilee Medal (Alberta)
Date:	August 11, 2022 8:47:21 AM
Attachments:	image003.png image005.png image002.wmz image004.png image001.png image001.png

---

August 11, 2022

Mayors, Reeves, Councillors, CAOs:

A new commemorative medal, the *Queen Elizabeth II's Platinum Jubilee Medal* (Alberta) has been created to mark the 70th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Province of Alberta is taking this opportunity to recognize the outstanding service of many Albertans who, like the Queen, have dedicated themselves to the service of family, community and country. This Jubilee year of the Queen will see 7,000 medals awarded to worthy recipients.
See Queen Elizabeth II's Platinum Jubilee Medal (Alberta) program for details.

The RMA has been asked to partner with the province to acknowledge worthy Albertans and award 155 of these medals. As such we are partnering with you, our members, to submit nominations of which we will review and submit to the province and if the nominations are accepted, have you award these medals to your residents potentially in your council chambers or whatever local event makes sense to you.
We are therefore asking for nominations to receive this prestigious award. Recipients must meet the following criteria:

- Is a Canadian citizen or is a permanent resident with a tangible link to Alberta;
- Was alive on February 6, 2022; and
- Has made a significant contribution to Alberta, your municipality, region, community or field.

Focus areas:

- The awarding of the medal should focus on the achievements of persons who have helped to build the Alberta of today;
- Through their achievements and sustained contribution, the candidates have distinguished themselves from others volunteering/employed in the same field;

Recipients should be highly respected individuals within their community. The medal recipient's names will be part of the public record;
- The medal is to be awarded to individuals only, not to groups or couples;
- Self-nominations are not permitted;
- Care should be taken to avoid any perception of conflict of interest;
- Nominators should not submit the names of their spouse, partner, family members, political associates or close friends.

Be aware that all mayors and reeves in Alberta will be given a medal from the Government of Alberta later in the year and therefore cannot be nominated. Similarly MLAs, Indigenous leaders, as well as members of the Alberta Order of Excellence are designated recipients of the medal and also can not be nominated by municipalities.

To nominate individuals from your municipality, we require this online form to be completed:

https://rmalberta.com/about/awards-recognition/queen-elizabeth-ii-platinum-jubilee-medal/

We will be taking nominations immediately with the plans that nominations will be reviewed and awarded monthly. As we were only provided 155 of the medal allotment it will be first come, first serve, until all the medals are distributed. As there will be many groups involved in assisting the province in distributing the full medal count, please submit nominations sooner versus later if you wish to be the one acknowledging a particular citizen. Recipients can only receive one medal so the first one to award someone trumps all others that nominate the same individual. Final deadline for nominations is November 1, 2022.

Nomination questions can be directed to:

RMA
Susan Valentine
susan@RMAlberta.com
2510 Sparrow Drive. Nisku, AB. T9E8N5
t. 780-955-4076

We look forward to receiving your nominations for outstanding contributors from your municipality and will contact you as soon as your nominee has been accepted by the Province.

Sincerely,

Paul McLauchlin
President

p.s. The Platinum Jubilee Medal (Alberta) is separate from the Platinum Jubilee Pin (Canada) that Members of Parliament are distributing. Each member of parliament has been provided 70 of these pins to distribute to constituents.

Susan Valentine

Executive Administration Coordinator

Direct:780.955.4076

susan@rmalberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the system manager. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the organization. The sender does not accept liability for any errors or omissions in the contents of this message which arise as a result of virus/malware infection or email transmission errors.

ALBERTA
SENIORS AND HOUSING

Office of the Minister
MLA, Calgary-Beddington

AR53031

July 11, 2022

Good afternoon,

Municipalities are key partners in our efforts to provide more affordable housing to those who need it. In November 2021, I released *Stronger Foundations*: *Alberta's 10-year strategy to improve and expand affordable housing.* It maps out the thoughtful changes needed to provide safe, stable, affordable housing for 25,000 more households to serve a total of 82,000.

Alberta's government is committed to working with municipalities and housing providers to determine how best to support local affordable housing needs. With input from municipalities, housing providers and nonprofits, my ministry has developed a standardized approach to needs assessments for affordable housing.

We will use the needs assessments to help target funding to address the unique local needs of a community. I encourage all municipalities to use the housing needs assessment to support long-term community planning, coordination and decision making on new projects. Collaboration between municipalities, local housing management bodies, housing operators, nonprofit organizations and other housing operators is encouraged in order to complete the assessment. Local needs assessments will require endorsement from the municipality (or group of municipalities) prior to submission.

Municipalities will be able to access, complete and submit the needs assessment template through a secure web portal, which will be available by the end of summer 2022. The template will be populated with the most current data available for your municipality from Statistics Canada.

…/2

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550
Unit 106, 8220 Centre Street NE, Calgary, Alberta T3K 1J7 Canada Telephone 403-215-7710

Classification: Protected A

To assist you in preparing to complete a needs assessment for your community, attached is the Affordable Housing Needs Assessment Guide and Template. If you have any questions about the needs assessment, please send an email to SH.HousingNeedsAssessment@gov.ab.ca.

Together, we can provide more affordable housing for Albertans in need.

Sincerely,

Josephine Pon
Minister of Seniors and Housing

Attachment

cc: Honourable Ric McIver
Minister of Municipal Affairs

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550
Unit 106, 8220 Centre Street NE, Calgary, Alberta T3K 1J7 Canada Telephone 403-215-7710

Classification: Protected A

Affordable housing needs assessment guidebook

Alberta

Classification: Public

Contents

Affordable Housing Needs Assessment 3
Overview 3
Affordable Housing Needs Assessment 3
Needs Assessment Tool 3
Purpose of this Guide 4
Definitions 5
Affordable Housing Needs Assessment Template 8
PART 1: Demographics & Housing Information 8
PART 2: Municipal Key Findings and Priorities 13
Affordable Housing Needs Assessment Guide 17
PART 1: Demographics & Housing Information 17
PART 2: Municipal Key Findings & Priorities 20

Classification: Public

Affordable Housing Needs Assessment

Overview

Affordable Housing Needs Assessment

The Ministry of Seniors and Housing is providing a standardized affordable housing needs assessment template to better understand local affordable housing needs, support community planning and inform Government of Alberta decision-making. This responds to Action 3.1 and Action 3.2 of *Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing*.

Alberta's government is committed to working with municipalities and housing providers to determine how best to support local affordable housing needs. With input from municipalities, housing management bodies and nonprofit housing providers, Seniors and Housing has developed a standardized approach to needs assessments for affordable housing. Municipalities are asked to lead the completion of the needs assessment in collaboration with housing management bodies, local housing operators, non-profit organizations and any other housing operators to inform the local affordable housing need.

These affordable housing needs assessments will help identify municipal/regional housing needs and support the allocation of provincial funds. Municipalities are encouraged to use the tool to better understand the needs of priority populations in their community as well as to support long-term community planning, coordination and decision making on new projects. Engagement with community members and stakeholders is a very important part of identifying housing needs and is recommended to ensure a holistic view of housing needs is obtained.

Needs Assessment Tool

The Affordable Housing Needs Assessment tool is intended to identify affordable housing needs within the community. Municipalities will lead the assessment, and work in collaboration with housing management bodies, local housing operators, non-profit organizations and any other housing operators to complete the template. Municipalities can complete the needs assessment individually or partner together with other municipalities as a region. When partnering as a region, it is recommended the assessments take into account community hubs and traffic patterns to identify where residents travel outside their immediate community to access amenities.

When accessing the online template, the province will pre-populate population and economic data, as available from Statistics Canada, Canada Mortgage and Housing Corporation and Treasury Board and Finance in the template. Municipalities have flexibility within the template to include additional relevant data to inform local housing need and priority populations. Municipalities that have recently conducted their own housing needs assessment can choose to upload the results of their assessment and specify their top their priority housing options for their community. However, the province is still encouraging municipalities to use the provincial Affordable Housing Needs Assessment template to support a standardized approach in evaluating housing need across the province.

The completed affordable housing needs assessment must be approved by Chief Administrative Officer or Municipal General Manager prior to submission to the province.

Information provided within the completed affordable housing needs assessment may be shared publically. It may also be used in general calls for proposals for new Non-Market Affordable Housing units.

Classification: Public

Purpose of this Guide

This guide has been developed to assist and provide guidance in the compilation of the data elements and completion of the housing needs assessment template. The guide also provides definitions, and explanations on the data elements, as well as links to data sources.

Classification: Public

Definitions

TERM	DEFINITION
Accessible Housing	Refers to the manner in which housing is designed, constructed or modified (such as through repair/renovation/renewal or modification of a home), to enable independent living for persons with diverse abilities. Accessibility is achieved through design, but also by adding features that make a home more accessible, such as modified cabinetry, furniture, space, shelves and cupboards, or electronic devices that improve the overall ability to function in a home.
Adequacy (Housing)	Housing adequacy refers to the physical condition of the dwelling, where housing is considered inadequate if major repairs or modernization improvements are required.
Affordability	The household has the financial ability or means to effectively enter or access the housing market, without spending more than 30 per cent of its before tax (gross) household income on shelter costs.
Affordable Housing under Agreement with GoA	A housing unit with rents set at a minimum of 10 per cent below market rates, as defined in the Operating Agreements.
Collaboration	Two or more people/organizations working together toward shared goals.
Community Housing **(also refer to as Rent Geared to Income)**	Government supported subsidized rental housing administered by housing management bodies for families, seniors and individuals with low income who cannot afford other housing options in the community, due to circumstance. A tenant's rent, which includes heat, water, electricity, and sewer expenses, is based on 30 per cent of the household's total annual income. Regulated under the Alberta Housing Act.
Core Housing Need	A household is considered in "Core Housing Need" if its housing does not meet one or more of the adequacy, suitability or affordability standards, and it would have to spend 30 percent or more of its before tax income to access acceptable local housing. Acceptable housing is adequate in condition, suitable in size, and affordable. Adequate housing does not require any major repairs, according to residents. Suitable housing has enough bedrooms for the size (number of people) and makeup (gender, single/couple, etc.) of the needs of the households, according to National Occupancy Standard (NOS) requirements. Affordable housing costs 30 per cent or less of before tax (gross) household income.
Extreme Core Housing Need	Has the same meaning as core housing need, except that the household has shelter costs for housing that are 50 per cent or more of total before-tax income.
Hidden Homelessness	A term that describes those who are live temporarily with others but without guarantee of continued residency or immediate prospects for accessing permanent housing.
Homelessness	A term that describes those who are sleeping in a place not meant for human habitation (e.g., living on the streets) and/or in an emergency homeless shelter.
Household	A social unit composed of those living together in the same dwelling.
Mixed-Income Housing	Any type of housing development (rent or owned) that includes residents with a range of income levels, including low, moderate and/or higher incomes.

Classification: Public

Mixed Tenure Housing	Generally refers to a development with a variety of cost and tenure (rent or own) options. For example, developments which include social and affordable housing alongside housing offered at full market price.
Mixed-Use Development	The development of land or a building with two or more different uses, such as residential, office and retail. Mixed-use can occur across units in a building, or spread out across units in a project or portfolio with multiple buildings.
Near Market Housing	Market housing rented at below average market rates, often referred to as low-end market housing.
New Construction	"New" means construction of a residential building starting with a vacant property. The new category also includes purchase of existing non-affordable/market buildings and improving them with major improvements to meet mandatory eligibility requirements.
Non-Market Affordable Housing	Non-market housing is housing rented at lower than market price due to investment by third party entities (e.g., a level of government, private business, or non-profit organization).
Rent Supplement	Help make rental accommodations more affordable by subsidizing rent. Rent supplement can be provided publicly by a level of government or privately through a non-profit organization.
Seniors Housing (Other)	Other rooms/units designated for seniors that are not covered under Seniors' Lodge or Seniors' Self-Contained.
Seniors Lodge	Supportive living units designated for senior households in a communal setting with meals, housekeeping, and recreational activities. Regulated under the Alberta Housing Act.
Seniors Self-Contained	Seniors apartments with rent subsidized at 30 per cent of household income. Regulated under the Alberta Housing Act.
Shadow Populations	Populations not reflected in official population counts, such as those that declare their residence elsewhere (e.g., transient/seasonal workforce), or homeless individuals.
Shelter Cost	Shelter costs for owner households include, where applicable, mortgage payments, property taxes and condominium fees, along with the costs of electricity, heat, water and other municipal services. For renter households, shelter costs include, where applicable, rent and costs of electricity, heat, water and other municipal services.
Social Housing	Regulated housing under the Alberta Housing Act wherein rents are set at 30 per cent of a household's income. Utilities (including heat, water and sewer expenses) are included; electricity, phone, television and any additional services (i.e. parking) are not included.
Specialized Housing	Specialized Housing provides accommodation to targeted populations, including housing for Indigenous peoples, people with disabilities, people experiencing chronic homelessness, and people fleeing family violence.
Suitability (Housing)	Housing suitability refers to how appropriate the size of the dwelling is for the household who resides in it (i.e., number of bedrooms). Suitable housing has enough bedrooms for the size (number of people) and makeup (gender, single/couple, etc.) of the needs of the households, according to National Occupancy Standard (NOS) requirements

Classification: Public

Permanent Supportive Housing	Housing accommodations for residents of all ages that are dependent on community based services. Residents may include those experiencing homelessness, persons with disabilities, addictions and/or mental health issues, and others in vulnerable situations. The Permanent Supportive Housing accommodation type includes a wide range of on-site social supports that are designed to build independent living and connect people with community based health care, treatment and employment services.'
Priority Populations	Priority populations identified under the Stronger Foundations strategy are low-to moderate-income: • Indigenous peoples • People with disabilities • Women and children fleeing violence • People at risk of homelessness or transitioning out of homelessness supports • People at risk of health and safety in current accommodation • Seniors • People dealing with mental health and addiction • Youth exiting government care • Veterans • Recent immigrants and refugees • Racialized groups • LBGTQ2S+ people These target populations align with groups of people identified as those in greatest need in the Government of Canada's National Housing Strategy.
Waitlist	List of households who applied and are eligible for housing accommodation and are waiting for a unit to become available. The list is typically maintained by housing management bodies and non-profit housing providers
Wrap-Around Supports	Wrap-around supports are additional services that contribute to the sustainability of housing arrangements by assisting tenants to remain stable. These supports may include mental health or addiction counselling, access to on-site healthcare, employment services, meal plans, access to furniture banks and other services beyond simple shelter.

Classification: Public

Affordable Housing Needs Assessment Template

PART 1: Demographics & Housing Information

Submission contact

Name:
E-mail address:
Title:
Organization type:
Organization name:

Municipality

Municipality:
Date of Completion*:*

Select the municipality or municipalities you are conducting the needs assessment for. If this is a joint report (multiple municipalities), ensure that the municipalities are geographically close to each other.

Note: *The list of municipalities correspond to the Statistic Canada's list of Census Sub-Divisions (CSDs). Based on your selection of municipalities, certain fields in the Needs Assessment will be pre-populated with information available from the Statistics Canada Census.*

☐ We have conducted our own Housing Needs Assessment and would like to use it as our submission.

Upload: <File Name(s) and Type(s)>

If you upload an existing document, please continue to next steps in the online template, using data and information in your assessment to populate the fields.

Population

When entering information into fields, enter all the data for the municipalities you are completing the needs assessment on behalf of. All fields are required, unless otherwise noted. Information, where available from Statistics Canada for the municipality(ies) noted above will be included in the grey boxes below.

You may receive this message: Data for the municipality(ies) you have selected is not available due to data suppression from Statistics Canada to protect individual privacy. Please upload any municipal census report/dataset to support your Housing Needs Assessment submission.

Files added: <file name>

	2016	2021	Compounded Annual Growth	2027 (Projected)	Compounded Annual Growth
Total population					
Household count					

	2016	2021	2027 (Projected)
Average household size			
Median age			
Percent of population age 65 or greater			

Classification: Public

	Own home	Rent home	Rent home (subsidized)
Percentage of households (2021)			

Comments on population and household projections as well as other population considerations:

Income / Economy

Information from Statistics Canada, where available for the municipality(ies) for which the assessment is being done, is included below. If you have more recent or relevant data, you may select the checkbox below and enter the relevant/updated information.

Median household income

All households:	
Owner households:	
Renter households:	
Reporting year:	

☐ We have our own median household income data to provide

The data displayed below is by economic region. The economic region has been determined based on the municipality(ies) you have selected. If you have selected municipality(ies) in more than one economic region, then the data for multiple economic regions will be displayed. You may select the economic region that best represent your community. If you have your own data, select the checkbox below and provide your own custom data.

Labour Force Data

Reporting region:	
Labour participation rate (February 2022):	
Unemployment rate (February 2022):	
Month / year of data provided:	

☐ We have our own labour force data to provide

Major local industries

Enter up to 10 major industries for the municipality(ies) you are conducting the needs assessment on behalf of.

Include those that employ a majority of lower income households. Also note any unique industry characteristics that may impact housing demand such as use of temporary seasonal workforce, industry growth, dependency on other industries, or variability due to economic cycles.

Classification: Public

Industry:

Top employers in industry (optional)

Unique characteristics impacting affordable housing demand (optional)

Housing

The housing data below is derived from the 2021 Statistics Canada Census. No entry is required. You can use this information to estimate housing need in the Housing Supply section of the Housing Needs Assessment.

A household is considered in "Core Housing Need" if its housing does not meet one or more of the adequacy, suitability or affordability standards, and it would have to spend 30 percent or more of its before tax income to access acceptable local housing. Acceptable housing is adequate in condition, suitable in size, and affordable. Adequate housing does not require any major repairs, according to residents. Suitable housing has enough bedrooms for the size (number of people) and makeup (gender, single/couple, etc.) of the needs of the households, according to National Occupancy Standard (NOS) requirements.

Owner Households	*Bachelor*	*1 Bedroom*	*2 Bedroom*	*3 Bedroom*	*4 Bedroom*
Households in Core Housing Need	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
Households spending more than **30%** of income on shelter cost	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
Households spending more than **50%** of income on shelter cost	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households

Renter Households	*Bachelor*	*1 Bedroom*	*2 Bedroom*	*3 Bedroom*	*4 Bedroom*
Households in Core Housing Need	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
Households spending more than **30%** of income on shelter cost	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
	# households	# households	# households	# households	# households

Classification: Public

Households spending more than **50%** of income on shelter cost	% households	% households	% households	% households	% households

All Households	*Bachelor*	*1 Bedroom*	*2 Bedroom*	*3 Bedroom*	*4 Bedroom*
Households in Core Housing Need	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
Households spending more than **30%** of income on shelter cost	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households
Households spending more than **50%** of income on shelter cost	# households	# households	# households	# households	# households
	% households	% households	% households	% households	% households

Additional information

	Bachelor	*1 Bedroom*	*2 Bedroom*	*3+ Bedroom*
Median Market Rent	$	$	$	$
Vacancy Rate	%	%	%	%

Provide some context on the median market rent or vacancy rates if the information above do not accurately capture the current market housing situation (e.g. variable housing demand due to seasonal/temporary fluctuations in population, vacancy mostly in high-end market units, and data inaccuracies due to survey methodology): (optional) .

Policies and Key Initiatives

Please provide current municipal / regional housing policies and key initiatives that enable affordable housing (e.g. tax exemptions, inclusionary zoning), as well as any current local community plans and regional growth strategies established within the last five years. List the documents uploaded as well as a short summary of each (one to three sentences).

If you have any supporting documentation for housing policies and key initiatives, attach them to the submission.

Upload: <File Name(s) and Type(s)>

Classification: Public

Community Consultations

Please provide findings from community consultations undertaken on housing needs with persons, organizations, authorities, or community groups (including Indigenous groups) serving the priority low- to moderate-income populations selected for the municipality(ies).*

Examples of groups to consult with include, but not limited to:

- *Housing Management Bodies (HMBs)*
- *Social Service Organizations*
- *Local Family and Community Support Services (FCSS)*
- *Private Housing Sector*

Who did you consult with?

What was the consultation process?

Where were the results of these consultations?

Classification: Public

PART 2: Municipal Key Findings and Priorities

Non-Market Affordable Housing Supply

Please provide the number of non-market affordable housing units currently in the municipality(ies), as well as the number of units currently needed. .

2022 Current State

	A. Existing Units	B. Current Unit Deficit (need)	B.1 Current Accessible Unit Deficit (need)	B2. Number of Households on Waitlist
Community Housing				
Seniors' Self Contained				
Seniors' Lodge				
Seniors' Housing (Other)				
Near Market Housing				
Permanent Supportive Housing				
Specialized Needs Housing				
Indigenous Housing				
Rent Supplement				
Other				

Classification: Public

2027 Projections

	B. Current Unit Deficit (need)	C. Anticipated New Units	C.1 Committed or Under-development	D. Projected New Demand	E. Unit loss due to expiry, condition or age	F. Total Projected Unit Deficit
Community Housing						
Senior Self Contained						
Seniors Lodge						
Seniors Housing (Other)						
Non-Market Affordable Housing						
Permanent Supportive Housing						
Special Needs						
Indigenous Housing						
Rent Supplement						
Other						

If applicable, provide information on the number of Emergency Shelter spaces available, usage and trends associated with these spaces:

Classification: Public

Municipal Priorities

Please list the top three (3) priority housing types for the municipality and the number of units needed. Provide rationale / key findings to support the top housing priorities.

Priority 1

Housing Type:

☐ Not available

Current units available:

☐ Not available

Current unit deficit:

☐ Not available

Projected unit deficit in 5 years:

☐ Not available

Current vacancy rate:

☐ Not available

Current waitlist count

☐ Not available

Key findings/comments

Please upload any documentation you may have to support this priority (optional).

Files added: <file name>

Priority 2

Housing Type:

☐ Not available

Current units available:

☐ Not available

Current unit deficit:

☐ Not available

Projected unit deficit in 5 years:

☐ Not available

Current vacancy rate:

☐ Not available

Current waitlist count

☐ Not available

Key findings/comments

Please upload any documentation you may have to support this priority (optional).

Files added: <file name>

Priority 3

Housing Type:	**Current units available:**	**Current unit deficit:**
☐ Not available	☐ Not available	☐ Not available
Projected unit deficit in 5 years:	**Current vacancy rate:**	**Current waitlist count**
☐ Not available	☐ Not available	☐ Not available

Key findings/comments

Please upload any documentation you may have to support this priority.

Files added: <file name>

Municipal Endorsement

Have you received a municipal endorsement for each municipal government applicable to this submission?

Please upload copies of supporting documentation of your municipality's endorsement(s) for this Housing Needs Assessment.

The municipal endorsement must be provided by the chief administrative officer or municipal general manager. For questions about municipal endorsements, please contact **SH.HousingNeedsAssessment@gov.ab.ca**.

Please upload any documentation you may have to support this priority.

Files added: <file name>

Classification: Public

Affordable Housing Needs Assessment Guide

Municipalities that have recently conducted their own housing needs assessment can choose to upload the results of their assessment and will be asked to enter their assessment information into the relevant online template section. All municipalities are encouraged to complete the Affordable Housing Needs Assessment to support a provincial standardized approach in evaluating housing need across the province.

PART 1: Demographics & Housing Information

Population

Total population and Household count – 2016, 2021
The total population and the household count is based on the municipality(ies) selected. This data is automatically populated when available through Statistics Canada. If Statistics Canada census data is unavailable or you would like to submit municipal census data instead, please select the checkbox and enter in municipal census data.

Total population and Household count (Average annual growth)
The total population and the household count average annual growth rates are based on the municipality(ies) selected. This data is automatically populated when the data is available through Statistics Canada. This rate is calculated by the system based on the formula:

$$Compound\ Annual\ Growth\ Rate\ (CAGR) = \left(\frac{End\ population}{Beginning\ population}\right)^{\frac{1}{\#\ of\ years}} - 1$$

Municipalities can employ their preferred method to calculate the average annual growth rate to project the total population in 2027. However, a simple method is to use the straight line growth rate to project 2027 data.

Straight-Line Growth Rate
To use the Straight-Line Growth Rate method, first calculate the Average Annual Growth Rate from 2016 to 2021. Find the difference between the two values by subtracting the 2021 value by the 2016 value. Then, divide this number by the 2016 value multiplied by 5 (years) to get the Average Annual Growth Rate from 2016 to 2021. Finally, multiply the 2021 value by the Average Annual Growth Rate and by 6 (years) to get the projected amount of growth over the next 6 years. Add this to the 2021 value to derive the projected value for 2027.

Example – Projecting # of Households in 2027

$$Avg\ Annual\ Growth\ Rate = \frac{(\#\ Households\ in\ 2021) - (\#\ Households\ in\ 2016)}{(\#\ Households\ in\ 2016) \times 5\ years}$$

$$2027\ Household\ Projection = (\#Households\ in\ 2021)[1 + (Avg\ Annual\ Growth\ Rate) \times 6\ years]$$

Total population and Household count – 2027 (projected)
Enter the projected population in 2027. Municipalities may use their preferred method the straight-line growth rate method described above to project population and household counts in 2027.

Average household size – 2016, 2021, 2027 (projected)
This data is automatically populated when available through Statistics Canada. The municipality can apply their preferred method or the Straight-Line Growth Rate to project the average household size in 2027.
-

Median age – 2016, 2021, 2027 (projected)

Classification: Public

This data is automatically populated when available through Statistics Canada. To calculate the projected median age in 2027, the municipality can apply their preferred method or the Straight-Line Growth Rate.

Percent of population age 65 or greater – 2016, 2021, 2027 (Projected)
This percentage is automatically calculated when the data is available through Statistics Canada. To calculate the projected percentage of seniors population in 2027, the municipality can apply their preferred method or use the Straight-Line Growth Rate.

Percent of households – Owner, Renter, Renter (subsidized) for 2021
The percentage of households that own, rent (total and subsidized) their current residence. This percentage is automatically calculated when the data is available through Statistics Canada.

Comments on population and household projections as well as other population considerations:
Please provide any information on demographic groups that may not be accurately or fully captured in the Statistics Canada Census data. Some examples of these demographic groups may include homeless and transient/seasonal workforce, and Indigenous households. If any of your projections deviate significantly from historic trends, please explain your rationale/methodology in this section.

Income / Economy

Median Household Income (All households)
This number is automatically calculated when the data is available through Statistics Canada. Municipalities can choose to manually enter the median household income for all households in the municipality/region if they have more detailed or up-to-date information on household income in their community.

Median Household Income (Renter households)
This number is automatically calculated when the data is available through Statistics Canada. Municipalities can choose to manually enter the median household income for renter households in the municipality/region if they have more detailed or up-to-date information on renter household income in their community.

Median Household Income (Owner households)
This number is automatically calculated when the data is available through Statistics Canada. Municipalities can choose to manually enter the median household income for owner households in the municipality/region if they have more detailed or up-to-date information on owner household income in their community.

Reporting Month/Year
Specify the month and year that the data was collected.

Reporting Region
Economic data is only available for the following Economic Regions. The economic Region has been determined based on the municipality(ies) you have selected. If you have selected municipality(ies) in more than one economic region, then the data for multiple economic regions will be displayed. You may select the economic region that best represent your community. If you have your own data, select the checkbox below and provide your own custom data.

- Banff-Jasper-Rocky Mountain House
- Calgary
- Camrose-Drumheller
- Edmonton
- Lethbridge-Medicine Hat
- Athabasca-Grande Prairie-Peace River
- Red Deer
- Wood Buffalo-Cold Lake

Participation Rate

Classification: Public

The participation rate measures the total number of individuals who are currently employed or in search of a job. This rate is automatically calculated when the data is available through Statistics Canada. Municipalities can choose to manually enter labour force participation rate in the municipality/region if they have more detailed or up-to-date information on labour force participation rates in their community.

Unemployment Rate
Unemployment rate measures the number of unemployed persons expressed as a percentage of the labour force. The labour force refers to the total adult population (15 years of age or older) available to the labour market at a specific time. This rate is automatically calculated when the data is available through Statistics Canada. Municipalities can choose to manually enter labour force unemployment rate in the municipality/region if they have more detailed or up-to-date information on unemployment rates in their community.

Major local industries
Select from the National Occupation Classification (NOC) industries. Enter up to 10 major industries for the municipality(ies) you are conducting the needs assessment on behalf of. Include those that employ a majority of lower income households. Also note any unique industry characteristics that may impact housing demand such as use of temporary seasonal workforce, industry growth, dependency on other industries, or variability due to economic cycles.

Housing

Households in Core Housing Need
The number and percentage of households in Core Housing Need for each unit type, broken out by tenure (i.e. owner households, renter households, all households). This data is automatically populated when available through Statistics Canada.

Households spending more than 30% of income on shelter cost
The number and percentage of households spending more than 30 per cent of its before-tax income to pay all shelter expenses by unit type, broken out by tenure (i.e. owner households, renter households, all households). This data is automatically populated when available through Statistics Canada.

Households spending more than 50% of income on shelter cost
The number and percentage of households spending more than 50 per cent of its before-tax income to pay all shelter expenses by unit type,, broken out by tenure (i.e. owner households, renter households, all households). This data is automatically populated when available through Statistics Canada.

Example of how to calculate the percentage of Renter Households in Core Housing Need for 1 Bedroom units:

$$\frac{Number\ of\ \mathbf{1\ bdrm\ Renter}\ households\ in\ \mathbf{Core\ Housing\ Need}}{Total\ number\ of\ \mathbf{1\ bdrm\ Renter}\ households}$$

Median Market Rent
The median market rent in the municipality for each unit type. This data is automatically calculated when the data is available through CMHC's Rental Market Survey and Government of Alberta's Apartment Vacancy and Rental Cost Survey.

CMHC Housing Market Information Portal: https://www.cmhc-schl.gc.ca/hmiportal
Alberta Apartment Vacancy and Rental Cost Survey: https://open.alberta.ca/publications/2369-8780

Vacancy Rate
The market vacancy rate in the municipality for each unit type. This data is automatically populated when available through CMHC's Rental Market Survey and Government of Alberta's Apartment Vacancy and Rental Cost Survey.

Classification: Public

Policies and Key Initiatives
Please provide current municipal / regional housing policies and key initiatives that enable affordable housing (e.g. tax exemptions, inclusionary zoning), as well as any current local community plans and regional growth strategies established within the last five years. List the documents uploaded as well as a short summary of each (one to three sentences).

Community Consultations
Comprehensive and extensive public consultation is not required to complete this needs assessment. It is recommended the following community groups be considered for consultation:

- Housing Management Bodies (HMBs)
- Social Service Organizations
- Local Family and Community Support Services (FCSS)
- Private Housing Sector

In addition to the above, consideration may be given to consult with persons, organizations, authorities, or community groups (including Indigenous groups) serving the priority low- to moderate-income populations* selected for the municipality(ies).

PART 2: Municipal Key Findings & Priorities

Non-Market Affordable Housing Supply

A. Existing Units
The number of active units for each non-market affordable housing type in the community. Please include all available units including municipally operated units and units operated by Housing Management Bodies (HMBs), Non-Profit Providers, and Community Organizations or others. Please contact your local HMB or the Ministry of Seniors and Housing (SH.HousingNeedsAssessment@gov.ab.ca) if you need a list of provincially supported housing units in your community.

B. Current Unit Deficit (need)
The number of units required to satisfy the current demand for each type of housing. The calculation of the number of units needed should take into account current demand for affordable units such as the number of households in the community waiting for an affordable housing unit (such as management bodies', non-profit housing providers', municipal housing programs, Community Based Organizations' waitlists), or the number of households in the community in core housing need, offset by the amount of units currently available. If known, please also include the demand for accessible units for each housing type.

B1. Current Accessible Unit Deficit (need)
Enter the number of units required to satisfy the current demand for accessible units. This is a subset of "B. Current Unit Deficit". The calculation of the number of accessible units needed should take into account the number of households on management bodies', non-profit housing providers', municipal housing programs' and/or Community Based Organization's waitlists, waiting for an accessible unit.

B2. Number of Households on Waitlist
Enter number of households who have applied and are eligible for affordable housing through the local housing management bodies and nonprofit housing providers, as well as municipal housing programs or Community Based Organizations and are waiting for placement. This is a subset "B. Current Unit Deficit". Please include the waitlist for this housing type from municipal housing programs as well as programs delivered by Housing Management Bodies (HMBs), Non-Profit providers and Community Based Organizations.

C Anticipated New Units
This is the total anticipated new supply that will be available by 2027. The municipality may apply any method to calculate anticipated new units. The units do not need to be newly built, but new additions to each housing type. Do not include any unit loss in the calculation.

Classification: Public

C.1 Committed or Under-development
Enter the number of anticipated new supply which has funding commitments and/or are currently under development. This is a sub-set of "C. Anticipated New Units.

D. Projected New Demand
Enter the number of new households that will require housing support by 2027. The municipality may apply any method to calculate projected future demand. When projecting new demand, consider the number of household growth entered in the Population section of the Housing Needs Assessment and/or the information on percentage of households in Core Housing Need.

One method of calculating Projected New Demand for 2027 is to use the compounded annual growth rate. To do this, first find the Current Total Demand by adding the Existing Units to the Current Unit Deficit in 2022 for each housing type. Then, use the Compounded Annual Growth Rate (CAGR) value from the Population section of this report and apply it to the following formula:

$$Projected\ New\ Demand = [(Current\ Total\ Demand) \times 5\ years]^{(Compounded\ Annual\ Growth\ Rate)}$$

E. Unit loss due to expiry, condition or age
Enter the number of units that will become unavailable by 2027 due to expiring agreements, building condition or at the end of its life cycle, due to building age. The municipality should consult with Housing Management Bodies, Non-Profit providers, and Community Based Organizations or other providers to determine the projected loss of units administered by these entities.

F. Total Projected Unit Deficit
Total Projected Unit Deficit = B + D + E – C

Municipal Endorsement

Please upload copies of supporting documentation of your municipality's endorsement(s) for this Housing Needs Assessment.

The municipal endorsement must be provided by the chief administrative officer or municipal general manager. It is recommended the needs assessment submission be reviewed by council and/or council committee.

For questions about municipal endorsements, please contact **SH.HousingNeedsAssessment@gov.ab.ca**.

Classification: Public

Alberta Transportation

Construction and Maintenance
Peace Region
Suite 1030 1ST Floor, 9621 96 Avenue
Bag 900 Box 29
Peace River AB T8S 1T4
Phone: 780-624-6280

July 18, 2022

Our File: 1560-LRB-MACK-2
1560-LRB-MACK-1
1560-LRB-MACK-5

Mr. Byron Peters
Chief Administrative Officer (Interim)
Mackenzie County
PO Bag 640
Fort Vermilion, Alberta T0H 1N0

Dear Mr. Peters:

Re: Strategic Transportation Infrastructure Program
BF 78209 Bridge Replacement and Other Work
BF 76278 Bridge Replacement and Other Work
BF 81336 Bridge Replacement and Other Work

Thank you for the recent applications under the Strategic Transportation Infrastructure Program (STIP).

Applications have exceeded available funding and the above projects were not recommended for funding approval at this time. The next intake for STIP is November 30, 2022. Please submit any applications for the 2023 funding year at that time. For STIP-Local Road Bridge component applications, the department advises that only structures with a Structural Rating (SR) lower than 44.44 should be submitted.

If the municipality chooses to start a project before receiving funding approval under the STIP, the project will no longer be eligible for funding support. The municipality may want to use funding from other grant programs that may be available, such as the Municipal Sustainability Initiative or the Municipal Stimulus Program.

If you have any questions regarding STIP, please contact Danny Jung, Infrastructure Manager at (780) 624-6280.

Regards,

Chase Milligen, P. Eng., PMP
Regional Director

MC

cc: Barry Pape, Team Lead Water/Wastewater and Grants, Alberta Transportation
Mary Crowley, Development and Planning Technologist, Alberta Transportation
Danny Jung, Infrastructure Manager, Alberta Transportation

Classification: Protected A

Orphan Well Association

Alberta Oil and Gas Orphan Abandonment and Reclamation Association
1800, 222 – 3 Avenue SW, Calgary Alberta, T2P 0B4
www.orphanwell.ca

July 6, 2022

Mr. Josh Knelsen
4511-46 Avenue
Box 640
Fort Vermilion, Alberta T0H 1N0

A-50

Dear Josh Knelsen,

As a neighbour in Mackenzie County, and a partner with Alberta businesses, I've enclosed for your information our 2021/22 Orphan Well Association (OWA) annual report. It outlines our work last year across Alberta in the safe and environmentally responsible closure of orphaned oil and gas properties, which we have supplemented in this letter with information specifically about Mackenzie County.

When a well, pipeline, facility or associated site in Alberta no longer has a legally or financially responsible party that can be held accountable, it may be designated as an orphan by the Alberta Energy Regulator (AER) and becomes the responsibility of the OWA. Our mandate is to decommission the orphans and restore the land similar to its original state in a safe, principled and cost-efficient manner. Every site that is closed is then available for farming, pastureland, recreation or a growing community.

In 2021/22, our typical cost for decommissioning a well was $20,000 and reclaiming a site was $19,500, with specific projects varying depending on technical complexity. A 2019 study by the Petroleum Services Association of Canada found between 41 and 57 people are employed in the closure of a single well.

From April 1, 2021 to March 31, 2022, the OWA invested about $26,826,000 in Mackenzie County, hiring 69 vendors to safely perform a variety of activities on 377 orphan sites, ranging from inspections and decommissioning to remediation and reclamation, but also including much-needed indirect hospitality services and other related spending.

There remain other orphan properties in Mackenzie County that are part of the overall Alberta inventory, including 141 orphan sites that require decommissioning and then reclamation, and 235 sites that require reclamation only. Our complete inventory, updated monthly, is in the "About" section of our website at orphanwell.ca.

In addition to orphan properties, Mackenzie County also has 1,915 inactive well licenses. These properties have solvent owners and operators and so are not the responsibility of the OWA. These inactive sites with solvent operators may participate in the Government of Alberta's Site Rehabilitation Program (alberta.ca/siterehab). However, the OWA is not eligible to participate in this program.

For our part, the OWA's work is essentially entirely funded by Alberta's oil and gas industry, including industry repayment of federal and provincial loans. On behalf of industry and the AER, we assess orphan properties and ensure those that are high-risk are addressed first, and then round out our plans with medium- and low-risk sites using an area-based approach to maximize the efficiency of our operations.

In a broader context, over the past fiscal year, the OWA continued a high pace of well decommissioning and, despite receiving almost 700 new orphan wells, we actually *decreased* the overall inventory from over 2,000 wells to about 1,700. Years of reclamation work, the final stage of closing a site, resulted in more projects completed than any other year in our two-decade history. With our steady and strategic approach, if no new sites were added to our inventory, most decommissioning work would be done within two years and reclamation would be complete in the years following.

Unfortunately, although Alberta's energy sector has rebounded with higher oil and gas prices, we are still feeling the impact of a years-long downturn. We expect that we will continue to add new orphan sites, although over the longer term this should be mitigated by significant regulatory enhancements aimed at reducing the risk of future orphans.

As we've continued to reduce our inventory, we have seen extraordinary efforts from the OWA staff and contractors. And very importantly, we have the funding from industry and remaining funds from government loans—not grants— that have helped put people to work, with loans already being incrementally repaid.

Underpinning all the OWA's efforts is our relationship with our industry partners and contractors—nearly 600 large and small businesses across Alberta. They are the arms and legs of the OWA and critical to how we do our job, meet our goals and perform our mandate.

We've have had a successful year of reducing environmental liabilities, improving cost-efficiencies, supporting local communities, and building our role as a trusted partner to government, industry and landowners—and we are confident we will meet the challenges ahead.

For more information, I invite you to read our enclosed annual report, visit our website at orphanwell.ca, or contact me directly at 403-297-3398.

Yours truly,

Lars De Pauw
President
Orphan Well Association

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

July 21, 2022

The Metis Nation of Alberta – Local #74
PO Box 72
Fort Vermilion, AB
T0H 1N0

To whom it may concern:

RE: The Metis Nation of Alberta – Local #74 – 2022 The Local Food Infrastructure Fund (LFIF) Grant Application

Mackenzie County supports the Metis Nation of Alberta – Local #74 in their grant application for the Local Food Infrastructure Fund in order to expand their local food system and reduce food insecurity.

It is understood the project would create a community garden and u-pick berry patch that would also include a small maintenance building.

Unfortunately, due to the short time frame, we cannot commit any lands at this time without presenting the project to Council for their approval.

Mackenzie County is currently developing a residential area that has an area designated for a community garden and would be happy to explore the possibility of a partnership or other arrangements for this or any other municipal owned lands.

We hope you are successful in your grant application and look forward to discussing this project in the future.

Yours sincerely,

Donny Roberts
Director of Community Services.

From:	Byron Peters
To:	Council
Cc:	Louise Flooren
Subject:	Fwd: AER Update to Rural CAO"s
Date:	July 26, 2022 6:01:54 PM

Sent from a mobile device by
Byron Peters
Interim CAO
Mackenzie County

Begin forwarded message:

From: Brian Lieverse <Brian.Lieverse@aer.ca>
Date: July 26, 2022 at 3:02:01 PM MDT
To: Brian Lieverse <Brian.Lieverse@aer.ca>
Subject: AER Update to Rural CAO's

Hello,

The Alberta Energy Regulator (AER) is looking forward to our continued engagement and opportunities to strengthen our relationships with the rural municipal governments and CAO's.

On that note, I would like to share a few items of importance with you:

1. **Mineral Resource Development** – Mineral resource development is part of the Government of Alberta's plan to diversify the energy and resource sector. *Bill 82: the Mineral Resource Development Act* received Royal Accent in the Alberta legislature last December. Once proclaimed, it will establish the AER as the full life-cycle regulator of mineral resource development in the province, and the AER's mandate will be expanded to include the regulation of critical and rare earth mineral types. More information on Mineral Resource Development can be found on our website.

1. **Geothermal Resource Development** – The Government of Alberta named the AER as the full life-cycle regulator of deep geothermal resource development, which occurs beneath the base of groundwater protection. The regulatory requirements are expected to be released by the AER soon. More information about the AER's role in geothermal resource development can be found here.

1. **Data Hub** – The AER recently added a new tool to our website. The Data Hub improves access to AER data and is the central access point to information about

Alberta's oil and gas energy industry. Check out the three sections (Industry Activity, Industry Performance, and AER Data) for current statistics.

1. **Setback Manual** – Manuals are instructive documents for AER staff or stakeholders. While not a source of regulatory requirements, manuals list or elaborate on requirements found in our rules, regulations, and directives, and provide process guidelines for AER staff, industry, and other stakeholders. The AER is expecting to release a manual pertaining to setbacks in the very near future. We'll share that release as soon as it is available.

1. **Intro to AER** – The AER has an "Intro to AER" presentation which provides background about the organization, helps explain our mandate, and clarifies some important areas within our jurisdiction. If you are interested in scheduling an "Intro to AER" session, please reach out to me directly. Alternatively, you can visit the What We Do section of our website to watch a short video about the AER and learn more about what we regulate, our mandate, and our role.

Please don't hesitate to reach out to me directly if you have any questions.

Brian Lieverse
Specialist, Regional Engagement – Engagement & Communication
Alberta Energy Regulator
e Brian.Lieverse@aer.ca tel 587-771-2882 cel 780-228-3539
204, 9906 – 106 Street, Grande Prairie, AB T8V 6L6
inquiries 1-855-297-8311 24-hour emergency 1-800-222-6514 www.aer.ca

Your communication (including your name, contact information and inquiry) is being collected, used and stored by the AER to support dispute resolution programs and engagement activities. Engagement activities may include surveys, invitations to attend events, correspondence informing of opportunities to provide feedback to the AER, and similar types of activities. Your information will only be accessed by authorized AER personnel as part of their job-related duties. It is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and is protected by the privacy provisions of that Act. If you have questions regarding the collection, use or disclosure of this information, you may contact AER engagement@aer.ca or 403 910 5907.

Security Classification: Protected A

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

www.cn.ca

Canadian National

Tracy Robinson
President and Chief Executive Officer

935 de La Gauchetière Street West
16th Floor
Montreal, Quebec H3B 2M9
Canada
T 514-399-4042

Canadien National

Tracy Robinson
Présidente-directrice générale

935, rue de La Gauchetière ouest
16e étage
Montréal (Québec) H3B 2M9
Canada
T 514-399-4042

July 28, 2022

The Honourable Omar Alghabra, P.C., M.P.
Minister of Transport
Place de ville, 330 Sparks Street
Ottawa, Ontario K1A 0N5

Dear Minister Alghabra,

On behalf of CN, and our more than 22,000 dedicated railroaders, we are pleased to submit the CN Grain Plan for 2022-23. Again, this year, it is the product of wide-ranging consultations, discussions and input we have had with customers and stakeholders in Canada's grain sector, and the agriculture industry.

The Government of Canada's 2018 Transportation Modernization Act calls for all Class One railways to submit an annual plan detailing expectations, capacity and operations to meet the transportation needs of the grain sector. The requirement has helped create an informed two-way dialogue between agriculture stakeholders and CN that ensures a more effective and efficient movement of Canadian grain to export markets.

Since assuming my position as CEO of CN in March 2022, I have emphasized the importance of collaboration and joint planning with the customers we serve. I believe that CN succeeds when the people who depend on our service also succeed. Therefore, CN's focus is on our customers and the communities in which we operate.

Nowhere is that more important than in the grain sector, particularly in Western Canada. It is why this Grain Plan reflects feedback from numerous, wide-ranging grain industry stakeholders. One key to the process has been CN's Agricultural Advisory Council, a group of active grain producers and agriculture stakeholders from Manitoba, Saskatchewan, Alberta and B.C. who have had input into the Plan. The Agriculture Advisory Council meets quarterly with senior CN executives, providing ongoing perspectives and counsel on how CN can better serve the agriculture sector.

Our Grain Plan has two objectives. First, to set out CN's assessment of how much grain and processed grain it expects to move over the course of the 2022-23 year, based on current estimates of this year's crop. And second, to assess CN's ability to meet forecast demand and ensure the resources are available to move this year's crop.

Using the best available data, the Plan sets out what CN sees as factors that will affect overall rail capacity. It includes a demand and resource-planning overview, as well as consideration of the impact weather and other factors have on rail operations. It also provides an estimate of grain volume based on the forecasts of experts in government and the private sector. After a

year when drought greatly reduced grain production by more than 28 MMT (-38 per cent) from the three-year average, we anticipate the movement of grain in 2022-23 will rebound to more normalized levels similar to the three-year average preceding last year's drought-reduced crop.

Key to that assessment is CN's on-going capital investment program, which is expected to represent 17 per cent of revenue in 2022. Between 2018 and 2022, CN invested more than $8.9 billion to improve its infrastructure and enhance network capacity. Of that amount, just shy of $5 billion has gone into the Western network, including $850 million in 2022. The investment is focused on track improvements, such as double tracks, sidings, and bridges that will enhance network capacity and efficiency. With the delivery of 500 high efficiency hopper cars during the 2022-23 crop year, we believe our grain hopper car fleet will be sufficient to move the anticipated volume of grain. As well, our assessment is that with the recent acquisition of 57 new high horsepower locomotives, CN has the locomotive fleet capacity to meet demand from the grain sector.

Considering record low unemployment levels, one remaining challenge that CN shares with every sector of the Canadian economy is employee hiring. In response, we have stepped up our efforts to attract new people to our team at job fairs across Canada. We are also offering retention and signing bonuses to hire experienced conductors and engineers. With the recent federal decision to lift the vaccine mandate for employees of federal regulated companies, which will allow many of our employees to return to work, coupled with overall demand forecasts, we believe we have a sufficient operating crew base to move expected grain volumes.

Our Plan also recognizes the capacity limitations of a network that serves multiple economic sectors. We anticipate that demand from all commodities for rail capacity between Edmonton and the West Coast is likely to exceed capacity during some weeks in the fall of 2022 and early 2023. In order to move the Canadian economy, it is critical that there is demand balance across rail traffic corridors and that customers are able to take advantage of the under-utilized eastern Canadian transportation network.

Clearly, the past two years have been challenging for most economic sectors in North America and around the world. The pandemic, the effects of climate change and uncertainty around global security have significantly disrupted supply chains. As an important enabler within Canada's supply chain network, it has never been more important for CN to deliver. And deliver we will. With a network that spans North America, from the Pacific to the Atlantic to the Gulf Coast, we believe CN has the connections and know-how to drive continued growth.

As one example of our commitment to Canada, the Canadian economy, and the grain sector, I am proud to present CN's 2022-23 Grain Plan.

Sincerely

Tracy Robinson

North America's Railroad

NEWS RELEASE

CN Publishes Annual Grain Plan

CN adding rolling stock, locomotives, investing in network capacity and recruiting crew members; Encourages use of network access to major ports in the East to support forecast for 2022-2023 crop

Montreal, July 29, 2022 – CN (TSX: CNR) (NYSE: CNI) today published its 2022-2023 Grain Plan, which describes CN's preparations for moving a western Canadian grain crop that is expected to rebound from last year's drought--impacted levels.

"The strength of our agriculture sector is critical to Canada's economy and to feeding the world. Our team at CN is confident that the adjustments we have made to our operations and planning heading into this fall, combined with the investments made with an eye to future economic growth, will enable us to deliver strong results in 2022–23 for Western Canadian agriculture."

- Tracy Robinson, chief executive officer, CN

The Plan sets out the specific steps that CN is taking to ensure it can meet the forecast demand from the grain sector in the new crop year. For example, the Plan provides details on workforce recruitment, adding 57 new high horsepower locomotives and new rolling stock, all to support the delivery of grain and other commodities. Faced with growing demands from all sectors, the Plan also calls for greater balance across all rail corridors to reach the upper end of the maximum sustainable supply chain capacity range. That requires making better use of the eastern Canadian network, including Thunder Bay when the St. Lawrence Seaway System is open to navigation, and direct rail shipments to St. Lawrence River ports when the Seaway closes for winter.

CN continues to add new high-capacity grain hopper cars to its fleet as part of ongoing capacity expansion. In 2022, CN is adding 500 new covered hopper cars, and will bring on an additional 500 in early 2023. Through the remainder of 2023 and 2024, the Company will take delivery of another 750 covered hoppers. The new cars can carry up to 15 percent more grain than less efficient legacy cars. CN will be increasing its active operating crew base in Western Canada and plans to hire over 500 new additional employees.

CN's annual Grain Plan is prepared through an extensive consultation process and input from key stakeholders. The plan reviews CN's performance during the last crop year, assesses CN's ability to move anticipated levels of grain during the upcoming crop year. It also explains specific steps CN is taking to ensure it has the capacity to move grain safely and efficiently on behalf of farmers, customers and supply chain partners, and to respond to the known and unknown challenges that North American winters bring.

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 18,600-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.

– 30 –

Contacts:

Media
Jonathan Abecassis
Senior Manager
Media Relations
(438) 455-3692
media@cn.ca

Investment Community
Paul Butcher
Vice-President
Investor Relations
(514) 399-0052
investor.relations@cn.ca

A new approach to mapping floodways in Alberta

How does the new approach to mapping floodways affect me and my community?

The new approach to mapping floodways will apply to you and your community differently, depending if you are being mapped for the first time, or if you already have flood mapping and it is being updated.

Change 1: Existing floodways will not typically get larger when flood maps are updated.

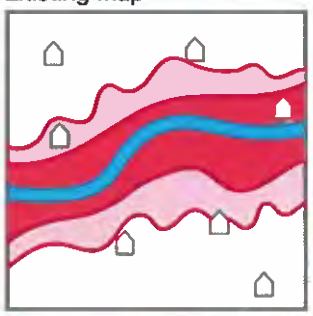
For communities that already have a flood hazard map, updated mapping produced using the new approach will probably not result in a new floodway that is larger than the previous floodway.

- This supports long-term regulatory certainty for you and your community by reducing the potential for more properties in already-developed areas to be in a floodway when flood maps are updated.

Your updated flood hazard maps will still include a flood fringe, but it will change and may get larger to reflect up-to-date information. Your flood fringe may also include new "high hazard flood fringe" areas to highlight parts of the flood fringe that have deeper or faster moving water than the rest of the flood fringe.

- This change is most significant for communities with flood maps that are being updated, because there may be large differences between existing floodways and areas of deeper or faster moving water that are identified using up-to-date information and analysis.
- High hazard flood fringe areas are part of the flood fringe and not part of the floodway.

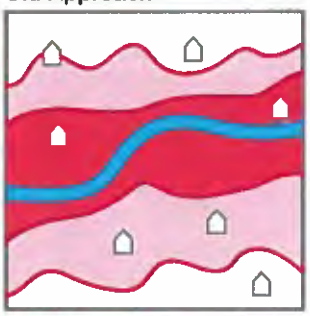
Existing Map



Floodway Flood Fringe

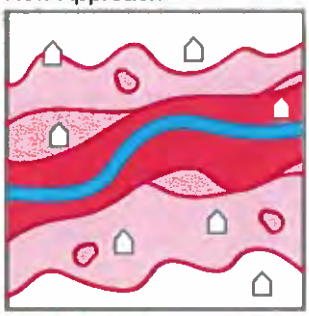
1:100 Flood

Old Approach



Floodway and flood fringe can both get larger to reflect up-to-date risks

New Approach



Floodway does not get larger, but we add the high hazard flood fringe to show areas with deeper and faster flow

High Hazard Flood Fringe

When could the existing floodway in my community get larger?

Under the new approach, your existing floodway will only change if there is a request from a municipality to make the floodway larger or if a modification is deemed necessary. An example would be if a main river channel shifts outside of a previously-defined floodway.

What if my community is getting mapped for the first time?

This change will also apply if your community is being mapped for the first time. Your new flood hazard map will include floodway and flood fringe zones, and may include high hazard flood fringe areas. Your floodway will typically represent the area of highest hazard during the 1:100 design flood when your map is produced, where flows are deepest, fastest, and most destructive.

River House

Floodway Flood Fringe

High Hazard Flood Fringe

1:100 Flood

www.alberta.ca
©2021 Government of Alberta | Published: September 2021

Classification: Public

Change 2: New flood maps will reflect the protection provided by dedicated flood berms and consider the impact of upstream dams dedicated to flood control.

Flood hazard maps produced using the new approach to mapping floodways will be more reflective of the expected levels of protection offered by dedicated flood mitigation infrastructure.

Current mapping standards assume that structures like flood berms and upstream dams either fail or do not work as designed. This means that areas that might be protected by flood berms are always mapped as flooded. It also means we map larger floods than would occur if an upstream dam reduces flows for those downstream.

- This change will apply to all communities getting a new flood map, including updates to existing maps.
- Areas behind dedicated flood berms will still be mapped as flooded if they are overtopped.
- Areas at risk of flooding behind dedicated flood berms that are not overtopped will be mapped as "protected flood fringe" to reflect the potential for flooding.
- Flood maps may consider the impact of upstream dams dedicated to flood control when the impact of the dams on flood flows is established to be dependable and significant.

What if my community has flood maps but they aren't being updated right now?

This change will only apply when your existing flood maps are updated. Until your maps are updated, the existing floodway and flood fringe will not change.

Old Approach

— Flood berm not overtopped

•••• Flood berm is overtopped

We map behind all flood berms even if they would protect an area

New Approach

We still map areas as flooded if berms are overtopped

We reflect the protection provided by flood berms

Protected Flood Fringe

Change 3: New flood maps will show areas at risk for more floods than just the 1:100 flood.

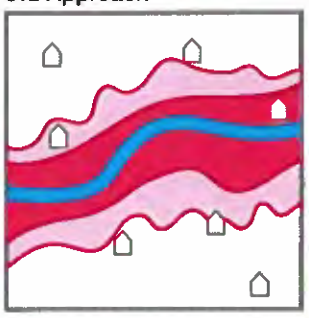
Flood hazard maps produced using the new approach to mapping floodways will enhance public safety by showing areas at risk during floods larger than 1:100 flood. Mapping the 1:200 and 1:500 floods will provide more information for communities to consider, if desired.

- This change applies to all communities getting a new flood map, including updates to existing maps.

What if my community has flood maps but they aren't being updated right now?

This change will only apply when your existing flood maps are updated

Old Approach



Only map the 1:100 flood

Floodway Flood Fringe

1:100 Flood

New Approach

Also map the extra areas at risk for larger floods

1:200 Flood

1:500 Flood

Why is the Province adopting a new approach to mapping floodways?

The Province is adopting a new approach to mapping floodways to better balance flood adaptation and resilience priorities and provide expanded flood hazard information to enhance public safety and inform land-use decisions.

The new approach will:

- Address concerns about potential changes to existing floodways when flood maps are updated.
- Enable public investment in flood mitigation infrastructure to be reflected in flood maps.
- Provide maps and information about a wider range of flood hazards than the current 1:100 flood.

The new approach to mapping floodways is being adopted in response to the concerns of Albertans and to provide flexibility in how communities across the province address flood hazards.

©2021 Government of Alberta | Published: September 2021

Definitions

Flood Map

A flood map is any map that identifies areas that may flood. Some flood maps are used to support emergency response planning and operations, and include maps for a range of different sized floods like the 1:100, 1:200, and 1:500 floods. Some flood maps are used to guide long-term development, including flood hazard maps that divide the 1:100 flood hazard area into zones for regulatory purposes.

Design Flood

The design flood standard in Alberta is the 1:100 flood, which is a flood that has a 1% chance of occurring in any given year. Different sized floods have different chances of occurring – for example, a 1:200 flood has a 0.5% chance of occurring in any given year and a 1:500 flood has a 0.2% chance of occurring in any given year – but only the 1:100 design flood is used to define the floodway and flood fringe zones on flood hazard maps.

Flood Mitigation Infrastructure

Flood mitigation infrastructure includes berms and dams with a dedicated flood mitigation purpose.

Flood Berm

A flood berm is an engineered barrier that keeps water from entering and flooding an area. Flood berms are typically designed to protect an area from flooding up to a specific flood water level, and they can be overtopped if flood water levels exceed the height of the berms. To be considered as a dedicated flood berm for flood mapping purposes, operational and maintenance responsibilities must be formally documented by provincial or municipal owners.

Upstream Dam

A dam is an engineered structure with the capacity to store water in a reservoir and thus regulate flows downstream. Not all upstream dams are considered dedicated flood mitigation infrastructure. Dam owners and operators must formally establish dedicated flood mitigation potential, in terms of dependable and significant peak flood flow reduction, for the impact of upstream dams to be considered as part of flood mapping for downstream communities.

Flood Hazard Map

A flood hazard map is a specific type of flood map that identifies the area flooded for the 1:100 design flood, and divides that flood hazard area into floodway and flood fringe zones. Flood hazard maps can also show additional flood hazard information, including the incremental areas at risk for more severe floods like the 1:200 and 1:500 floods.

Floodway

When a floodway is first defined on a flood hazard map, it typically represents the area of highest flood hazard where flows are deepest, fastest, and most destructive during the 1:100 design flood. When a flood hazard map is updated, the floodway will not get larger in most circumstances to maintain long-term regulatory certainty.

Flood Fringe

The flood fringe is the area outside of the floodway that is flooded or could be flooded during the 1:100 design flood. The flood fringe typically represents areas with shallower, slower, and less destructive flooding, but it may also include "high hazard flood fringe" areas. Areas at risk of flooding behind flood berms may also be mapped as "protected flood fringe" areas.

High Hazard Flood Fringe

The high hazard flood fringe identifies areas within the flood fringe with deeper or faster moving water than the rest of the flood fringe. High hazard flood fringe areas are likely to be most significant for flood maps that are being updated, but they may also be included in new flood maps.

Protected Flood Fringe

The protected flood fringe identifies areas that could be flooded if dedicated flood berms fail or do not work as designed during the 1:100 design flood, even if they are not overtopped. Protected flood fringe areas are part of the flood fringe and do not differentiate between areas with deeper and faster moving water and shallower or slower moving water.

©2021 Government of Alberta | Published: September 2021

Fort Vermilion Flood Hazard Study

Study update notice

We would like to provide an update on the status of the Fort Vermilion Flood Hazard Study.

The study started in spring 2019 and we recognize there is tremendous interest in new flood mapping products.

Municipal review and public engagement for draft flood inundation maps and related technical reports is complete. In response to feedback we received and to incorporate information from the 2020 spring ice jam flood, revisions have been made to the ice jam flood frequency analysis and corresponding ice jam flood maps.

We are currently seeking municipal feedback on draft flood hazard maps that implement our new approach to mapping floodways and updating flood hazard maps. The new approach better balances flood adaptation and resilience priorities and provides expanded flood hazard information to enhance public safety and inform local decision-making. We are exploring future public engagement opportunities for draft flood hazard mapping, and will provide an update when more information becomes available.

The Fort Vermilion Flood Hazard Study is being completed under the provincial Flood Hazard Identification Program, the goals of which include enhancement of public safety and reduction of future flood damages through the identification of river and flood hazards. The provincial study was co-funded through the federal National Disaster Mitigation Program.

More information about the Alberta Flood Hazard Identification Program can be found at:

- www.floodhazard.alberta.ca

If you have any questions regarding this work, we can be contacted at:

- Email: aep.flood@gov.ab.ca

©2022 Government of Alberta | August 2, 2022 | Environment and Parks

Classification: Public

Project background and study progress

The Fort Vermilion Flood Hazard Study assesses and identifies flood hazards along 28 km of the Peace River through Mackenzie County, including Fort Vermilion and the North Vermilion settlement.

The main study components outlined below include new hydraulic modelling and flood mapping, but all deliverables support local emergency response and land-use planning needs.

- **Survey and base data collection** – Public engagement complete

  Hydraulic models and flood maps require high-accuracy base data. Field surveys and LiDAR remote sensing were used to collect river and floodplain elevations, channel cross section data, bridge and culvert information, and dedicated flood control structure details.

- **Hydrology assessment** – Public engagement complete

  The hydrology assessment estimates flows for a wide range of possible floods along the Peace River, including the 1:2, 1:5, 1:10, 1:20, 1:35, 1:50, 1:75, 1:100, 1:200, 1:350, 1:500, 1:750, and 1:1000 floods.

- **Hydraulic river modelling** – Public engagement complete

  A new hydraulic computer model of the river system was created using new survey data and modern tools. The model was calibrated using surveyed highwater marks from past floods to ensure that results for different floods are reasonable.

- **Flood inundation mapping** – Public engagement complete

  Flood maps for thirteen different sized floods, based on the hydraulic model results and the hydrology assessment, have been produced. Flood inundation maps can be used for emergency response planning and to inform local infrastructure design. These maps identify areas of direct flooding and areas that could be flooded if local berms fail.

- **Ice jam assessment** – Public engagement complete, revisions complete

  Ice conditions are known to have caused significant historical flooding in Fort Vermilion. This assessment includes an analysis of the ice jam flood history in the area and flood inundation maps for the 1:50, 1:100, and 1:200 ice jam floods.

  Revisions have been made to the ice jam flood frequency analysis and corresponding ice jam flood maps.

- **Flood hazard mapping** – Under municipal review, future public engagement planned

  Flood hazard mapping divides the 1:100 floodplain into floodway and flood fringe zones, to identify where flooding is deepest and most destructive. The flood hazard mapping reflects the worst-case flood hazard of the open water and ice jam scenarios. These maps can be used to help guide long-term development planning.

  A new approach to mapping floodways and updating flood hazard maps is being implemented, including reflecting the protection provided by flood berms and providing information about a wider range of flood hazards.

©2022 Government of Alberta | August 2, 2022 | Environment and Parks

Classification: Public

Mackenzie County Library Board (MCLB)
June 14, 2022 Board Meeting Minutes
Fort Vermilion Library

Present: Lisa Wardley, Steven Simpson, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Cameron Cardinal.

Guest: Carson Flett

1.0 Kayla Wardley called the meeting to order at 7:00 pm.

2.0 Approval of the Agenda:
MOTION #2022-05-01 Lorraine Peters moved the approval of the agenda. **CARRIED**

3.0 Approval of the Minutes:
MOTION #2022-05-02 Lisa Wardley moved the approval of the April 26/22 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 May 31/22:

- Balance Forward	$ 114,027.41
- Total Revenues	$ 121,524.68
- Total Expenses	$ 156,435.13
- Bank Balance	$ 79,116.96

MOTION #2022-05-03 Sandra Neufeld moved the acceptance of the financial report as presented. **CARRIED**

5.2 Fort Vermilion Library (FVL) Financial Report as of April 25/22:

- Balance Forward	$ 43,844.02
- Total Revenues	$ 36,663.97
- Total Expenses	$ 21,568.97
- Bank Balance	$ 58, 545.18

MOTION #2022-05-04 Steven Simpson moved the acceptance of the financial report as presented. **CARRIED**

MOTION #2022-05-05 Tamie McLean moved that up to $800.00 be spent on books at Bare Necessities in High Level during their blowout sale. **CARRIED**

MOTION #2022-05-06 Wally Schroeder moved that Natalie Laboucan, the newly hired part time librarian/program coordinator, be paid $17.00 dollars per hour. **CARRIE**D

6.0 Library Reports:

6.1 La Crete:
- Financials as of May 29/22 were: Income 81K, Expenses 92 K.
- Six old library shelves were removed and replaced with 11 new shelving units at a cost of about $19K.
- The Coop donated about $250 worth of food to the seniors tea, Rustic Roots donated pansies for all attendees, the Sunset Singers provided the entertainment, and a report was given by 3 ladies who went to Costa Rica to pass out shoe boxes for Samaritans purse.
- The La Crete Library Society will contact the La Crete Street Scape Committee to request funding for a street clock.
- The La Crete Library Society is planning a 2200 sq. ft. expansion which will give them 5520 sq. ft. of library floor space. There was some discussion as to how the LCLS go about requesting County funding for the initial building design costs. MCLB recommended that LCLS make a presentation to MCLB requesting this funding. MCLB will then take the request for funding the initial library building expansion design to the County Council.

... 2

6.2 Fort Vermilion:

- In April 273 items were checked out and 46 were renewed. In May 350 items were checked out and 87 were renewed
- 4 new patrons were added in April and 1 was added in May.
- In April 88 items were catalogued and 149 were catalogued in May.
- 2 items were withdrawn in April and 54 were withdrawn in May.
- They are planning a summer reading program. An activity is also planned around the June 21st the National Indigenous Day.

6.3 Zama:

- 2/3 of the eggs in the egg incubator have hatched.
- The tree planters are using the library on their days off.
- They are putting together boxes of books for the forestry towers.

6.4 Mackenzie County Library Consortium (MCLC):

- The problems with Insignia will be resolved by June 14/22

6.5 High Level:

- New staff have been hired for the summer.
- The community Ketchup event went well.

MOTION #2022-05-07 Lorraine Peters moved the acceptance of the library reports for information**.** **CARRIED**

7.0 Old Business:

7.1 Fort Vermilion Library:

- Games for sign-out could be purchased for the library.
- More books, movies, and audiovisuals could be purchased from Amazon.
- To date this year, $4,974 has been spent on book purchases.

7.2 Little free Libraries:

- The broken glass on one of the Little Free Libraries in La Crete has been fixed.
- A lot of books are available for the Little Free Libraries.

8.0 New Business:

- None.

9.0 Correspondence:

- Youth Write poster.

11.0 Next Meeting Date and Location: Fort Vermilion Library, July 19, 2022 at 7:00 p.m.

12.0 Adjournment:

MOTION # 2022-05-08 Steven Simpson moved to adjourn the meeting at 8:01 p.m. **CARRIED**

These minutes were adopted this 19th day of July 2022.

_____

Chair: Kayla Wardley

Louise Flooren

From: Ministry of Justice <ministryofjustice@gov.ab.ca>
Sent: August 11, 2022 4:07 PM
Subject: Article on Policing from the Former Attorney General of British Columbia

Dear Mayor/Reeve and Council,

I am writing to draw your attention to an op-ed written by Wally Oppal. You can read his article here: https://www.thestar.com/opinion/contributors/2022/08/11/the-rcmp-has-an-important-role-to-play-one-that-shouldnt-include-functioning-as-a-provincial-police-force.html

Mr. Oppal is a prominent lawyer, former Judge, and was British Columbia's Attorney General from 2005-2009. He has advocated and fought for policing reforms over the course of a lengthy and distinguished career, including authoring a major report in the 1990s that led to significant police reforms in his home province.

Thank you,

Sent on behalf of Hon. Tyler Shandro
Minster of Justice and Solicitor General
204 Legislature Building
10800 - 97 Avenue, Edmonton AB T5K 2B6
Phone (780)-427-2339

Classification: Protected A

Mackenzie County
Action List as of July 13, 2022

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	**AE to redo proposal to apply for licenses**
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
July 15, 2020 Regular Council Meeting			
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 Drafting ASP RFP
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. Ad Hoc Development Committee
June 8, 2021 Regular Council Meeting			
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Cailtin/Landon	Presented at 2022-03-19 ASB Meeting – TABLED until next ASB meeting. Follow up on program timeframe.
September 14, 2021 Regular Council Meeting			
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	TABLED
21-09-637	That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.	Caitlin/Landon	In Progress

Motion	Action Required	Action By	Status
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/Byron	Ongoing. May Draft **Presented to Council – 2022-07-13 and sent for final draft.**
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	Ongoing
October 12, 2021 Budget Council Meeting			
21-10-696	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.	Caitlin	**Lots are registered**
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.	Caitlin	In Progress 2022-05-12 (update – no change)
November 30, 2021 Regular Council Meeting			
21-11-813	That a letter be sent to the Minister of Justice and Solicitor General outlining the successes with RCMP and the oversight of the real problem which is justice.	Louise/Byron	Assistance from Councillor Wardley
December 14, 2021 Regular Council Meeting			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development 2022-05-12 (update – no change) Bring to Developers AD-HOC for discussion.
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite	Don/Caitlin	FNC In Progress COW 22-06-073

Motion	Action Required	Action By	Status
	Machesis Lake Campground Wadlin Lake Campground		
February 16, 2022 Regular Council Meeting			
22-02-137	That Mackenzie County prepare to put in a regional bid to host the 2026 Alberta Winter or Summer Games.	Byron	Started Data Gathering
March 8, 2022 Regular Council Meeting			
22-03-146	That administration proceed with land purchases as discussed.	Jen	In Progress
22-03-155	That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.	Jen	In progress **Workshop scheduled October 17-18**
22-03-174	That Mackenzie County create an educational campaign to raise awareness and to promote care of County infrastructure to fund maintenance cost with potential input from ratepayer meetings.	Louise	**Fall 2022**
March 22, 2022 Committee of the Whole Meeting			
COW-22-03-019	That the Committee of the Whole receive the Municipal Development Plan Overview as discussed and a recommendation be made to bring back an updated draft for review to a future Council meeting.	Byron/Caitlin	In progress 2022-05-12 (update – no change)
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Caitlin/Landon	
March 23, 2022 Committee of the Whole Meeting			
22-03-215	That the La Crete North Access – Capital Project review be TABLED until a future Committee of the Whole meeting agenda with maps and design options.	Byron	Potential Fall Capital Project Fall of 2023 Motion – 22-06-482
22-03-218	That a lobbying package be created for the Minister of Agriculture requesting that the Grazing Association be able to keep revenue from the logging and farming on the Fort Vermilion Grazing Reserve for grazing lease improvements.	Byron	Discussion held with Grazing Reserve President in regards to grant applications. **Refer to Motion 22-07-517**
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	In Progress
April 12, 2022 Regular Council Meeting			
22-04-288	That Mackenzie County requests the Register to cancel the existing Certificate of Title for the following parcels of land and now issue new certificate of Title in the name of Mackenzie County: Tax Roll 076930 Tax Roll 296434	Jen	In Progress **Documents filed, awaiting title change**

Motion	Action Required	Action By	Status
April 27, 2022 Regular Council Meeting			
22-04-317	That administration develop a culvert maintenance program.	Byron/Don	**Infrastructure Workshop October 17 – 18**
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	
May 10, 2022 Regular Council Meeting			
22-05-351	That Administration conduct a 2022 Fort Vermilion Residential Garbage Pick Up Survey and bring the results back to Council.	Don	In Progress Survey sent out deadline July 15, 2022
May 25, 2022 Regular Council Meeting			
22-05-391	That administration proceed with charging those that removed gravel from the Mackenzie County gravel stockpiles at market price, plus 20% including a penalty.	Byron	On going
22-05-406	That administration advertise the 140M AWD Grader publicly for sale with a reserve bid of $ 225,000.	Willie	**Pending Delivery Date**
22-05-407	That administration advertise the 160M AWD Grader publicly for sale with a reserve bid of $ 270,000.	Willie	**Pending Delivery Date**
22-05-408	That the County enter into a ten-year lease for the trailer being used by the Fort Vermilion Royal Canadian Mounted Police (RCMP) as discussed.	Don	In Progress
22-05-411	That administration work with the Royal Canadian Mounted Police (RCMP) in renewing the Memorandum of Understanding Agreement for the Enhanced Policing Agreement between Mackenzie County and the RCMP and bring back the draft agreement with changes as discussed.	Don	In Progress
22-05-412	That administration invite the Boreal Housing Foundation Board members as a delegation for the Committee of the Whole meeting on June 23, 2022 at 11:00 a.m.	Louise	COW 2022-06-23 Re-invite – Following up to confirm a date **No delegation required as per Boreal Housing Foundation Board.** **COMPLETE**
June 8, 2022 Regular Council Meeting			
22-06-437	That a meeting be set with the Minister of Environment and Parks and the Minister of Agriculture, Forestry, and Rural Economic Development in regards to northern recreation.	Louise	
22-06-440	That the Mackenzie Report – Advertising Memorandum of Agreement discussion be TABLED	Louise	In Progress 2022-07-13

Motion	Action Required	Action By	Status
	and be brought back to a future Council meeting with more information.		**COMPLETE Motion 22-07-513**
June 22, 2022 Regular Council Meeting			
22-06-457	That Mackenzie County supports sustainable agriculture and requests Alberta Environment and Parks to establish a minimum percentage of trees to remain on each quarter section sold as well as treed quarters within each township during the next phase of Provincial land sales.	Caitlin/Byron	**Letter Drafted**
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Jen	In Progress
22-06-470	That the expenses incurred due to illegal blockage of water courses be billed to the property owner plus a 10% administrative fee.	Caitlin/Landon	**In Progress**
22-06-471	That administration proceed with repairing the 500 meter undulating portion of the Zama Access Road by removing the asphalt and adding gravel and regular grading and maintenance.	Don/Byron	
22-06-472	That administration research a combination of above ground power to underground lot servicing.	Byron	In Progress **COMPLETE**
22-06-477	That the Community meeting be rescheduled as follows: Zama – August 15, 2022 6:00 p.m. to 8:00 p.m. La Crete - August 16, 2022 -6:00 p.m. to 9:00 p.m. Blue Hills – August 17, 2022- 6:00 p.m. to 9:00 p.m. Fort Vermilion – August 18- 6:00 p.m. to 8:00 p.m. Rocky Lane - August 19, 2022 – 6:00 p.m. to 8:00 p.m.	Louise	Advertisement posted
22-06-482	That the 2022 Capital Budget be amended by cancelling the La Crete North Access project to be reconsidered during the 2023 Capital Budget development.	Jen	2023 Budget Development
June 23, 2022 Committee of the Whole Meeting			
22-06-072	That administration work with Alberta First Responders and bring back a recommendation to Council during budget deliberations.	Don	(AFFRCS) **2023 Budget**
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085
July 13, 2022 Regular Council Meeting			
22-07-496	That administration work with the developer to purchase land adequate for relocation.	Jen	

Motion	Action Required	Action By	Status
22-07-498	That the 2022 Overland Flood Ratepayer Invoices be received for information and the request be denied.	Caitlin	
22-07-501	That the 2022 Budget be amended to include funds for the La Crete Training Grounds for $35,000 with $16,500 coming from the La Crete Fire and Rescue Association and $16,500 coming from the General Capital Reserve.	Jen	**COMPLETE**
22-07-502	That an Infrastructure workshop be scheduled for October 17, 18, 2022.	Jen/Louise	**Meeting Invite Sent**
22-07-507	That administration bring back options for Commercial Business incentive Options.	Byron	**In Progress**
22-07-513	That Mackenzie County is unsure at this time whether or not to continue with the subscription and advertising contract with Mackenzie Report past the expiry of 2023.	Caitlin/Louise	**Emailed Letter to Mackenzie Report**
22-07-514	That the following Councillors be authorized to attend the ABmunis Conference from September 20 – 23, 2022 in Calgary, Alberta: 1. Reeve Knelsen 2. Councillor Wardley 3. Councillor Cardinal	Louise	**COMPLETE** **Bookings Completed**
22-07-515	That the following Councillors be authorized to attend the Alberta Forest Products Association Conference from September 28 – 30, 2022 in Jasper, Alberta: 1. Reeve Knelsen 2. Councillor Cardinal 3. Councillor Braun 4. Councillor Smith 5. Councillor Wardley	Louise	**COMPLETE** **Bookings Completed**
22-07-516	That administration communicate with Sunnybrook Sausages regarding disposal of animal carcasses and to advertise proper disposal processes.	Caitlin	
22-07-517	That a letter be sent to the Minister of Agriculture, Forestry and Rural Economic Development in regards to the Fort Vermilion Grazing Reserve Improvement.	Byron/Caitlin	
22-07-519	That Policy FIN029 Asset Disposal Policy be amended as presented.	Jen/Louise	**COMPLETE**
22-07-522	That the 2022 Capital Budget for the Range Road 15-5 Project be amended by $300,000 with funding coming from Surface Water Management Reserve.	Jen	**COMPLETE**

Motion	Action Required	Action By	Status
22-07-523	That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.	Caitlin	
22-07-525	That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.	Jen	**In Progress**
22-07-526	That Council awards five bursary recipients as discussed for the total amount of $4,500, and allocate the remaining $1,000 to the Bursary Reserve.	Jen	**COMPLETE**
22-07-528	That the 2022 Agricultural Operating Budget be amended by $31,000 from the General Operating Reserve to fund budget shortage.	Jen	**COMPLETE**
22-07-529	That the 2022 Operating Budget be amended by $15,400 (7%) for the Roadside Mowing Contracts with funding coming from the General Operating Reserve.	Jen	**COMPLETE**