




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**OCTOBER 19, 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, October 19, 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 September 26, 2022 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) Union Negotiations (<i>FOIP, Div. 2, Part 1, s. 23, 24</i>)	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) None	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1262-22 Water Service Franchise	19
DELEGATIONS	7.	a) Buffalo Head Prairie Grade 8-9 Students	23
		b)	
		c)	
GENERAL REPORTS:	8.	a) CAO & Director Reports for September 2022	27

		b)	Mitigation	39
		c)		
		d)		
AGRICULTURE SERVICES:	9.	a)		
		b)		
COMMUNITY SERVICES:	10.	a)	Bylaw 1268-22 To Rescind Bylaw 231-00 – The Curfew Bylaw	41
		b)	Bylaw 1267-22 to Repeal and Replace Bylaw 985-15 Fire Services	51
		c)		
		d)		
FINANCE:	11.	a)	Financial Reports	67
		b)	Expense Claims - Councillors	95
		c)	Expense Claims September – Members at Large	97
		d)	Amend – Policy FIN028 Credit Card Policy	99
		e)	Proposed Budget 2023 Council Meeting Dates	109
		f)		
OPERATIONS:	12.	a)	Electric Vehicle Charging – La Crete Location Options	119
		b)	LOC Acquisition (Paramount)	121
UTILITIES:	13.	a)		
		b)		
PLANNING & DEVELOPMENT:	14.	a)	Bylaw 1265-22 Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”.	123
		b)	Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3	131

“RCR3”

		c)	Development Statistics Report – January to September 2022	141
		d)		
		e)		
ADMINISTRATION	15.	a)		
		b)		
		c)		
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)		
		c)		
		d)		
INFORMATION / CORRESPONDENCE:	18.	a)	Information/Correspondence	151
NOTICE OF MOTION:	19.	a)		
NEXT MEETING DATES:	20.	a)	Organizational Council Meeting October 25, 2022 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting October 26, 2022 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	21.	a)	Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Minutes of the September 26, 2022 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the September 26, 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: L. Flooren **Reviewed by:** L. Flooren **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the September 26, 2022 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Monday, September 26, 2022
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
Darrell Derksen Councillor
David Driedger Councillor
Garrell Smith Councillor – arrived at 10:52 a.m.
Lisa Wardley Councillor

REGRETS: Ernest Peters Councillor

ADMINISTRATION: James Thackray Chief Administrative Officer
Byron Peters Director of Projects and Infrastructure
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary
Jennifer Batt Director of Finance
Landon Driedger Agricultural Fieldman
Don Roberts Director of Community Services
Willie Schmidt Fleet Maintenance Manager
Caitlin Smith Director of Planning and Agriculture
John Zacharias Director of Utilities

ALSO PRESENT: Member of Public

Minutes of the Regular Council Meeting for Mackenzie County held on September 26, 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 22-09-623 MOVED by Councillor Wardley

That the agenda be adopted with the following additions:

- 4. b) Missing Gravel
- 4. c) CAO Report
- 8. a) Mitigation
- 12. b) Gravel & Culverts
- 15. c) CAO Appointment

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. a) Minutes of the September 13, 2022 Regular Council Meeting

MOTION 22-09-624

MOVED by Councillor Bateman

That the minutes of the September 13, 2022 Regular Council Meeting be Adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. b) Business Arising out of the Minutes

ADMINISTRATION:

15. c) CAO Appointment (ADDITION)

MOTION 22-09-625
Requires Unanimous

MOVED by Councillor Bateman

That first reading be given to Bylaw 1264-22 being a bylaw to appoint James Thackray to the position of Chief Administrative Officer effective September 26, 2022 for a two-year term ending December 31, 2024.

CARRIED UNANIMOUSLY

MOTION 22-09-626
Requires Unanimous

MOVED by Councillor Braun

That second reading be given to Bylaw 1264-22 being a bylaw to appoint James Thackray to the position of Chief Administrative Officer effective September 26, 2022 for a two-year term ending December 31, 2024.

CARRIED UNANIMOUSLY

MOTION 22-09-627

MOVED by Councillor Bateman

Requires Unanimous

That consideration be given to go to third reading of Bylaw 1264-22 being a bylaw to appoint James Thackray to the position of Chief Administrative Officer at this meeting.

CARRIED UNANIMOUSLY

MOTION 22-09-628
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 1264-22 being a bylaw to appoint James Thackray to the position of Chief Administrative Officer effective September 26, 2022 for a two-year term ending December 31, 2024.

CARRIED UNANIMOUSLY

CLOSED MEETING:

4. a) CLOSED MEETING

MOTION 22-09-629

MOVED by Councillor Cardinal

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

- 4. a) Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) – Indigenous Services Notification (*FOIP s. 21, 22, 23 and 24*)
- 4. b) Missing Gravel (*FOIP Sections 23 and 24*)

CARRIED

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

- All Councillors Present excluding Councillor Peters and Councillor Smith
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities

MOTION 22-09-630

MOVED by Councillor Driedger

That Council move out of a closed meeting at 10:48 a.m.

CARRIED

CLOSED MEETING: 4. a) **Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR)**

MOTION 22-09-631 **MOVED** by Councillor Derksen

That the Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) be TABLED to the November 15, 2022 Regular Council Meeting.

CARRIED

Councillor Smith joined the meeting at 10:52 a.m.

CLOSED MEETING: 4. b) **Missing Gravel (ADDITION)**

MOTION 22-09-632 **MOVED** by Councillor Cardinal
Requires Unanimous

That administration continue to investigate the missing gravel and take appropriate legal action.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 10:56 a.m. and reconvened at 11:09 a.m.

TENDERS: 5. a) **None**

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

DELEGATIONS: 7. a) **None**

GENERAL REPORTS: 8. a) **Mitigation (ADDITION)**

MOTION 22-09-633 **MOVED** by Councillor Cardinal
Requires Unanimous

That Councillor Cardinal and Councillor Smith attend a site visit regarding the flood mitigation in Fort Vermilion.

CARRIED UNANIMOUSLY

COMMUNITY SERVICES:

10. a) Fort Vermilion Residential Garbage Pickup Survey

MOTION 22-09-634

MOVED by Councillor Cardinal

That Administration develop a Residential Garbage Pick Up Tender to include both Fort Vermilion and La Crete and awarding in December 2022 to commence April 1, 2023.

CARRIED

FINANCE:

11. a) La Crete Recreation Society – Indoor Ice Arena Capital Projects

MOTION 22-09-635

MOVED by Councillor Wardley

That the 2022 Capital Budget be amended by \$295,000 for the La Crete Recreation Society Indoor Ice Rink project with all funding coming from public donations.

CARRIED

FINANCE:

11. b) Mackenzie Applied Research Association – 2022 Agricultural Fair Budget Amendment

MOTION 22-09-636

MOVED by Councillor Bateman

That the 2022 Budget for the One Time - 2022 Agricultural Fair project be amended by \$13,316 with all funding coming from public donations.

CARRIED

FINANCE:

11. c) Request to Write-Off/Remove Penalties Tax Roll 082853

MOTION 22-09-637
 Requires 2/3

MOVED by Councillor Bateman

That Council approve writing off penalties on tax roll # 082853 in the amount of \$821.88.

CARRIED

FINANCE:

11. d) Disaster Recovery Program – 2021 Overland flood, Severe Storm Approval

MOTION 22-09-638 **MOVED** by Councillor Wardley

That the Disaster Recovery Program - 2021 Overland Flood, Severe Storm Approval report be received for information.

CARRIED

OPERATIONS: **12. a) La Crete Electrical Vehicle (EV) Charger Relocation**

MOTION 22-09-639 **MOVED** by Councillor Braun

That administration research different options for the La Crete Electrical Vehicle (EV) Charger Relocations and bring back to the next Regular Council Meeting on October 19, 2022.

CARRIED

OPERATIONS: **12. b) Gravel and Culverts (ADDITION)**

MOTION 22-09-640 **MOVED** by Deputy Reeve Sarapuk
Requires Unanimous

That the Gravel and Culverts discussion be received for information.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 11:58 a.m. and reconvened at 12:35 p.m.

OPERATIONS: **12. b) Gravel and Culverts (ADDITION)**

MOTION 22-09-641 **MOVED** by Councillor Bateman
Requires Unanimous

That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.

CARRIED UNANIMOUSLY

OPERATIONS: **12. b) Gravel and Culverts (ADDITION)**

MOTION 22-09-642 **MOVED** by Councillor Bateman
Requires Unanimous

That administration work with CN Rail to ensure all culvert and blockages are removed.

CARRIED UNANIMOUSLY

UTILITIES:

13. b) None

Councillor Cardinal declared himself in conflict and left the meeting at 1:08 p.m.

**PLANNING &
DEVELOPMENT:**

14. a) Bylaw 1263-22 Land Use Bylaw Amendment to Rezone Part of NW 34-105-15-W5

MOTION 22-09-643

MOVED by Councillor Wardley

That first reading be given to Bylaw 1263-22 being a Land Use Bylaw Amendment to Rezone Part of NW 34-105-15-W5M from Agricultural "A" to Urban Fringe "UF", subject to public hearing input.

DEFEATED

Councillor Cardinal rejoined the meeting at 1:12 p.m.

ADMINISTRATION:

15. a) Housing Authority Jurisdiction

MOTION 22-09-644

MOVED by Councillor Braun

That Mackenzie County support the creation of a new housing management board with requisitioning power, with requisitioning from Wards 1-5 to be allocated to the La Crete Municipal Nursing Association and Wards 6-10 to be allocated to Boreal Housing, with requisitioning being based on prior years deficit and that Mackenzie County requests representation on both La Crete Municipal Nursing Association's Board and Boreal Housing's Board.

CARRIED

ADMINISTRATION:

15. b) Town of High Level Request to Purchase Land Within Mackenzie County

MOTION 22-09-645

MOVED by Deputy Reeve Sarapuk

That Mackenzie County approve the Town of High Level's request to purchase a portion of SE-33-109-19-5 for Public Works purposes.

CARRIED

ADMINISTRATION: 15. b) Town of High Level Request to Purchase Land Within Mackenzie County

MOTION 22-09-646 MOVED by Councillor Wardley

That Mackenzie County supports the annexation of SE-33-109-19-5 and 7922039;1 into the Town of High Level for Public Works purposes.

CARRIED

Reeve Knelsen recessed the meeting at 1:34 p.m. and reconvened at 1:43 p.m.

COMMITTEE OF THE WHOLE ITEMS: 16. a) None

COUNCIL COMMITTEE REPORTS: 17. a) Council Committee Reports (verbal)

MOTION 22-09-647 MOVED by Councillor Cardinal

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

CARRIED

COUNCIL COMMITTEE REPORTS: 17. b) Municipal Planning Commission Meeting Minutes

MOTION 22-09-648 MOVED by Councillor Driedger

That the unapproved Municipal Planning Commission meeting minutes of the September 8, 2022 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

18. a) Information/Correspondence

MOTION 22-09-649

MOVED by Councillor Bateman

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

CARRIED

NOTICE OF MOTION:

19. a) None

CLOSED MEETING:

4. c) CLOSED MEETING

MOTION 22-09-650

Requires Unanimous

MOVED by Councillor Cardinal

That Council move into a closed meeting at 2:36 p.m. to discuss the following:

- 4.c) CAO Report (*FOIP, Div.2, Part 1, s.16, 17, 23 and 24*)

CARRIED UNANIMOUSLY

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

- All Councillors Present excluding Councillor Peters
- James Thackray, Chief Administrative Officer

MOTION 22-09-651

Requires Unanimous

MOVED by Councillor Smith

That Council move out of a closed meeting at 3:45 p.m.

CARRIED UNANIMOUSLY

MOTION 22-09-652

Requires Unanimous

MOVED by Councillor Bateman

That the CAO Report be received for information.

CARRIED UNANIMOUSLY

**NEXT MEETING
DATES:**

20. a) Next Meeting Dates

Regular Council Meeting

October 19, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Organizational Council Meeting
October 25, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-09-653 MOVED by Councillor Cardinal

That the Council meeting at adjourned at 3:46 p.m.

CARRIED

These minutes will be presented for approval at the October 19, 2022 Regular Council Meeting.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	PUBLIC HEARING 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.

The proposed Bylaw was presented for first reading on August 17, 2022, where the following motion was made:

MOTION 22-08-562 **MOVED** by Councillor Bateman

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.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Costs of advertising prior to second reading of the Bylaw will be borne by the County.

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The Bylaw was advertised in the local newspaper and County Facebook page as per MGA requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the second 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.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the third 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: B Peters CAO: _____

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 17th day of August, 2022.

PUBLIC HEARING on this 19th day of October, 2022

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

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

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

Mackenzie County

PUBLIC HEARING FOR WATER SERVICE FRANCHISE BYLAW

BYLAW 1262-22

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

_____ Will the Director of Projects and Infrastructure, please outline the proposed Water Service Franchise Bylaw and present his submission.

_____ Does the Council have any questions of the proposed Water Service Franchise Bylaw?

_____ Were any submissions received in regards to the proposed Water Service Franchise Bylaw? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Water Service Franchise Bylaw?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Buffalo Head Prairie – Grade 8-9 Students

BACKGROUND / PROPOSAL:

Mr. Trent Kenyon, Jr. High School Social Studies Teacher from Buffalo Head Prairie School will be bringing in the Grade 8/9 split class to sit and observe the Regular Council Meeting. The students would like to observe how the council meeting process works including the opening of a meeting and a few agenda items. The students will be asking Council a few questions in regards to municipal government, then moving on to do a career tour of Mackenzie County positions.

OPTIONS & BENEFITS:

Students in Jr. High School will be able to see first hand how municipal government meetings are held. The students will also have a question period with staff to discuss career options for positions within Mackenzie County.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

The students would be able to recognize what career paths they could take that would match their educational goals in attaining positions and staying and working in Mackenzie County

COMMUNICATION / PUBLIC PARTICIPATION:

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

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

The grade 8/9 students were given an opportunity to present questions to Council, these included:

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	CAO & Director Reports for September 2022

BACKGROUND / PROPOSAL:

The CAO and Director reports for September 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: L. Flooren **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

MONTHLY REPORT TO THE CAO

For the Month Ending September 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. LGFF webinar Sept 19
Accounts Payable	Ongoing	Payments for all authorized invoices received by September 30th completed.
Accounts Receivable	Ongoing	Invoices sent for all services up to and including September. Collection calls for outstanding accounts ongoing.
Taxation	Ongoing	Pre-authorized payment agreements Large volume of title changes completed 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	Ongoing	
<i>2018 Peace River Ice Jam</i>		Final invoice received, and documents prepared to submit project to DRP.
<i>2020 Peace River Ice Jam / Overland Flood</i>		Work w various GOA agencies on the flood recovery plan and funding streams available. Resident meetings for relocation. Team meetings Prepare documents to meet with Municipal Affairs Senior management team in regards to mitigation. Site tours, and program discussion.
2021 Sever Storm Overland Flooding		Letter from GOA received, funding approved. Application Part B submitted.

<p>2022 Rapid Snowmelt – Overland flooding</p>		<p>Applications A&B have been submitted, awaiting review.</p>
<p>Attend Various meeting</p>		<p>Regular Council meeting – September 13, 26</p> <p>Committee of the Whole Meeting – N/A</p> <p>Administration Sept 2,6,8,12,19,20,22, 28,30</p> <p>Management Profession Development Workshop– Sept 14-16</p> <p>Mitigation Meetings – Sept 1x3,2,12, 19, 20x3, 21x2, 23</p> <p>GOA Agencies DRP outstanding projects updates – Sept 1</p>
<p>Supply staff to High Level Office most Tuesdays.</p>		

REPORT TO THE CAO

For the Month of September 2022

From: Louise Flooren, Manager of Legislative & Support Services

Meetings Attended

- 2022-09-13 – Regular Council Meeting
- 2022-09-14 – 16 – Management Professional Development Workshop
- 2022-09-20-22 – SDAB Clerk Training
- 2022-09-26 – Regular Council Meeting
- 2022-09-30 – ICS 100 Training Completion

Council

- Preparing for various meetings of Council, correspondence, conferences, etc.
- Requested a meeting with Minister Prada during the RMA Convention of the top 3 priorities on Transportation:
 - Bridge at Tompkins Landing – Status Update
 - STIP Grant Funding – Bridge Maintenance Deficits
 - Highway 58 West – Culvert Infrastructure Damage

Appeal Boards

- There are 4 current appeals. ARB Hearing set for November 21-22, 2022.

Bylaws/Policies/Reports/Publications:

- Update of recent Policies, Bylaws as approved by Council.
- Reviewing Bylaws for accuracy and updating DocuShare and internal drives, working with departments to confirm status of Bylaws.

Emergency Management

- Completed the ICS-100 training

Communications:

- Weekly Memo being utilized and updated weekly
- Newspaper articles every two weeks, 42 posts to social media in September
- Maintenance of Website and updates of forms, pictures etc.
- Planning the Christmas Banquet and all the preparations that are required.
- Assisting the Manager with researching and preparing for annual wearing apparel

Human Resources/Records/IT

- Human Resources (HR) – Responding to employee inquiries, advertising for various positions, interviews and orientation.
- HR completed 1 orientation for new employee, interviews and evaluations.
- HR Received 4 resignations during the month of September and the vacancies have been advertised.

- Working on updating of forms for multiple departments
- Records Room was updated and a lot of time spent on making more space for Land Files and reviewing each file for accuracy during the transition.
- 70 boxes for annual destruction were completed. Roughly 165 boxes to be moved to the basement for future destruction.
- IT has been very busy with maintenance and connections. They have set up subnets and sites and have been working on troubleshooting for different hardware within the County. Worked with the Agriculture department in capturing GPS data on drone video files and testing the drone stream through Starlink. Various help and support for zoom meetings, DocuShare & Folder Permissions, connection issues and providing IT assistance to employees on a daily basis.

Other:

- Welcome to Alyssa Jean Tan to the Administrative Assistant position for Legislative & Support Services in Fort Vermilion.
- Welcome to Hannah Friesen to the Administrative Assistant position for Legislative & Support Services in La Crete.
- I would like to thank Jenna Schmidt and Tyra Loewen for being assets to our department as Administrative Assistants for Legislative & Support Services. I wish them both the best in their future endeavours.
- Assisting Legislative and Support Services department staff (ie. Human Resources, Records Management, Information Technology, etc.)
- Ongoing form review and updating.
- Training and Assisting the Human Resources Coordinator.
- Working with Records department to find space and review the backlog of items.
- New Administrative Assistant in Fort Vermilion is in training.

Monthly Report to the CAO

For the month of September, 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 has met with all landowners and negotiations have begun. Landowners are concerned regarding the asking price per lot but seem to be interested in pursuing purchase. We have sent follow up letters and we are awaiting a response.

Personnel Update:

The GIS Technician position remains vacant.

Other Comments:

The development season is now in it's second swing with last minute projects and enquiries before winter. Our multi-lot subdivisions are nearing their time for inspection before winter.

There has been some interest at the La Crete airport for additional leases, we still have

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. At this time there are 6 TCL applications in motion. The South of High Level lands FNC has been submitted for adequacy to the ACO. North of Zama lands FNC is nearing completion.

I have been working with the Agriculture department and we are working on an education session as directed by ASB for November 2022 to present on flood mitigation and best practices for rural residents.

Mackenzie County is working with Mighty Peace Watershed Alliance (MPWA); the MPWA has received a grant through the EcoAction Community Funding Program to identify and mitigate issues with erosion and water crossings for cattle and farm equipment. Together with ASB, we have identified some sites within the County but we are looking for more. The grant was approved at \$98,000 for any construction costs, dirt works, etc. therefore the budget is limited.

We are now in the midst of budget preparation.

Meetings Attended:

Date	Description
09-01 to 09-02-22	AARMA Conference – Grande Prairie
09-06-22	Manager’s Meeting
09-07-22	100A Street – Meet with landowners
09-07-22	Town of High Level Annexation Open House
09-08-22	Ag Department Meeting
09-08-22	MPC Meeting
09-08-22	100A Street – Meet with landowners
09-08-22	Multi-lot subdivision review
09-08-22	Meet with Mighty Peace Watershed Alliance
09-09-22	100A Street – Meet with landowners
09-09-22	Mubarak’s last day
09-12-22	P&D Department Meeting
09-12-22	PML discussion
09-13-22	Council Meeting
09-14 to 09-16-22	Management Professional Development
09-19-22	Ag Department Meeting
09-19-22	P&D Department Meeting
09-20-22	Meet with FVSD – Joint Use and Planning Agreement
09-20-22	AEP Webinar – Public Lands
09-23-22	Ag Department Meeting
09-26-22	Council Meeting
09-27-22	Ag Department – Operating Budget Meeting

09-27-22	Meet with Community Services – 10 year plans
09-28-22	Meet with Developer
09-28-22	Meet with Developer
09-29-22	MPC Meeting
09-29-22	Ag Department – Build ASB Agenda/Review Budget amendments

AGRICULTURE FIELDMAN REPORT

September, 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, but sprayer operators have been met with and direction for next year has been given. The 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. Three Weed Notices have been issued so far. Not as many as previous years because of the unfortunate timing of personal time off of all three fieldmen, causing weed notice enforcement to be tricky.
Ag Land Development Proposals	2022	A land lease agreement was signed with Tom Braun of High Level on June 8 th . 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	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, which will be up in December.
Water Pumping Program	October 31, 2022	The water pumping program commenced on April 1 st . Fall is the busy rental season. The program ends on October 31 st . The rental rates double on November 1 st . Total rentals so far is 6.
Roadside Mowing	2022	Roadside Mowing commenced on July 11 th , completion was August 15 th . All roads north of the Peace River will receive a full width cut, roads south of the Peace River will receive a single pass (15 ft.) cut. No complaints to date. This contract will be ready for tender in the winter.
2022 Drainage and Road projects	September, 2022	Most of the projects have started. Concentrating on RR 15-5, Heliport, Connector, and spruce road projects. Projecting to have enough culverts. If the weather, budget, and contractors are available, other projects will be looked at.
Beaver Control	2022	Dave has been busy coordinating with trappers, blasters and excavating. 57 dams removed this summer so far.
Anthrax update	2022	No reported cases since July.

Capital Projects

Projects	Timeline	Comments
RR 155	2022	Project has commenced. Deputy CAO is in charge. Phase 2 has just been started.

Personnel Update:

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Other Comments:

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Fort Vermilion Mitigation Construction update – 2020 Overland Flood (STANDING ITEM)

BACKGROUND / PROPOSAL:

Administration continues to meet with numerous residents, to discuss relocation and lot choices. Some residents are running into roadblocks with banks for mortgage transfers, and administration is trying to provide assistance in explaining the program, and benefit to them to support the residents.

Council has approved a “Name the Neighborhoods” campaign to support community consultation on the new development. The campaign has been posted on social media, County website, and at the get to know you night in Fort Vermilion. The naming campaign has received some submissions, which closes on October 21st, 2022.

Administration met with Alberta Emergency Management Agency, Disaster Recovery Program leads to review the Mitigation program undertaken by the County. A verbal update, and site visit was facilitated to confirm, and highlight the relocation efforts of the residents, County, and community supports. (HANDOUT)

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 – 15 homes on site.

15 lots have been spoken for, 1 large swing site was developed for commercial or multiplex site. Construction of all sites to be complete.

Phase 2 – 28.05 acres – 53+4 lots under development – 43 sites have been allocated, with the remaining 14 still to be assigned with further discussion with residents. Delays in electric supplies, and installation has delayed the relocation of residents.

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

Delays in electric supplies, and installation has delayed the relocation of residents.

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

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

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

Buttertown – Road construction complete. Lot development underway. Awaiting utility services to begin.

Beaver Ranch – Unfortunately due to land being unavailable to assist the resident , the meetings and relocation options have been challenging. As there is no land available to purchase by the landowner, he does not feel that he can take part in the mitigation program currently.

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 October 5, 2022 of Phase 1 - 4. Buttertown area was unable to be droned due to airport flight restrictions.

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 the Fort Vermilion Mitigation Construction update – 2020 Overland Flood report of October 19, 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Donny Roberts, Director of Community Services
Title:	Bylaw 1268-22 to Rescind Bylaw 231-00 - The Curfew Bylaw

BACKGROUND / PROPOSAL:

The Fort Vermilion RCMP approached Administration stating they would like to review some County bylaws and make suggestions that would allow the bylaws to be enforced more easily.

The following bylaws are what Administration recommend the RCMP focus on:

- "Dog Control Bylaw"
- "The Noise Abatement Bylaw"
- "Off-Highway Vehicles Bylaw for the Hamlet of La Crete"
- "Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion"
- "Unsightly Premises Bylaw"
- "Curfew Bylaw"

Bylaw 231-00 - The Curfew Bylaw was discussed by RCMP and Administration questioning whether the bylaw was still current.

On September 8th, The Community Services Committee reviewed all and made the following motion:

Community Services Motion:

That a Recommendation be made to Council to Rescind Bylaw 231-00 - The Curfew Bylaw.

OPTIONS & BENEFITS:

Option 1

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

To Rescind Bylaw 231-00 - The Curfew Bylaw

Option 2

Receive for information.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1268-22 to Rescind Bylaw 231-00 - The Curfew Bylaw.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1268-22 to Rescind Bylaw 231-00 - The Curfew Bylaw.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third and final reading to Bylaw 1268-22 to Rescind Bylaw 231-00 being The Curfew Bylaw at this meeting.

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

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1268-22 to Rescind Bylaw 231-00 - The Curfew Bylaw

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

BYLAW NO. 1268-22
BEING A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE TO RESCIND THE CURFEW BYLAW 231-00

WHEREAS pursuant to Section 7, Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994 and amendments thereto the Council of Mackenzie County may pass bylaws for the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a public place or place that is open to the public, and

WHEREAS a certain number of young people in Mackenzie County are on the streets and in public places late at night unsupervised by adults and this presents a danger to the health, safety, and welfare of such persons; and

WHEREAS, Council for the Municipal District of Mackenzie No. 23 deemed it appropriate to protect the safety and health of children and to enact a Curfew Bylaw to accomplish those objectives;

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

Purpose

1. The purpose of this bylaw is to rescind the Curfew Bylaw 231-00
2. This Bylaw shall come into effect upon the third and final reading thereof.

READ a first time on this 19th day of October, 2022.

READ a second time this 19th day of October, 2022.

READ a third time and finally passed this 19th day of October, 2022.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

BYLAW NO. 231/00

**BEING A BYLAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO.23
IN THE PROVINCE OF ALBERTA**

**TO CONTROL THE NUMBER OF UNSUPERVISED CHILDREN
ON THE STREETS AT NIGHT**

WHEREAS, pursuant to Section 7, Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994 and amendments thereto the Council of the Municipal District of Mackenzie may pass bylaws for the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a public place or place that is open to the public, and

WHEREAS, a certain number of young people in the Municipal District of Mackenzie no. 23 are on the streets and in public places late at night unsupervised by adults and this presents a danger to the health, safety, and welfare of such persons;

AND WHEREAS, Council for the Municipal District of Mackenzie No. 23 deems it appropriate to protect the safety and health of children and to enact a Curfew Bylaw to accomplish those objectives;

NOW THEREFORE, the Council of the Municipal District of Mackenzie No. 23, in the province of Alberta, duly assembled, enacts as follows:

Title

1. This bylaw may be cited as "The Curfew Bylaw".

Definitions

2. For the purposes of this bylaw the following words shall have the noted definitions:
 - (a) "Child" means a person who is or who appears to be under 16 years of age;
 - (b) "Council" means the municipal council of the Municipal District of Mackenzie No. 23, duly assembled and acting as such.

- (c) “Curfew period” means the period of time between 10:30 p.m. and 6:00 a.m. of the next day on a school night and between 12:00 a.m. and 6:00 a.m. of the same day on a non-school night;
- (d) “Peace officer” means a member of the Royal Canadian Mounted Police, a Bylaw Enforcement Officer or a Special Constable appointed pursuant to the provisions of the Police Act, a Statute of Alberta;
- (e) “Parent or guardian” means the actual parent, guardian or foster parent of a child and shall include any other person 18 years of age or over empowered by the actual parent, guardian, foster parent or the court to maintain the well being of the child.
- (f) “Public place” includes any place whether publicly or privately owned or leased, to which the public has access as a right or by invitation, express or implied.
- (g) “School night” means any day, after 8:00 p.m. that precedes a day in which attendance at school by a child is required;

Curfew Restrictions

3. No child shall be in a public place during the curfew period unless accompanied by a parent or guardian.
4. No parent or guardian shall suffer, permit or allow any child, who is in his or her custody, care or control to be in a public place during the curfew period unless that child is accompanied by a parent or guardian.
5. That a child to whom the bylaw applies who is found, unless accompanied by a parent or guardian, in a public place after the time so fixed, may be warned to go home by a Peace Officer and if after the warning the child refuses or fails to go home, he or she may be taken to his or her home or to a shelter by the Peace Officer.
6. Notwithstanding anything contained herein, it shall not be an offence under this bylaw for a child to be in a public place during the curfew period while acting in the interests of an employer or voluntary organization or while returning home as soon as reasonably practical from an organized sporting or other event which has been supervised by an adult.

Penalties

- 7 (1) Any person who contravenes or fails to comply with any provisions of this bylaw is guilty of an offense and is liable upon summary conviction to a fine of not less than one hundred dollars (\$100.00) and not more than one thousand (\$1000.00) and in default of payment to imprisonment not exceeding six (6) months.
- (2) A Peace Officer may commence a summons in the form of a violation ticket or long information for the contravention.
8. Notwithstanding the provisions of Section 7 (1) and 7(2), where a Peace Officer has reason to believe a person has contravened a provision of this bylaw, the Peace Officer may serve upon such a person a violation ticket allowing payment of a specified penalty in the amount of one hundred (\$100.00) for a first offence and two hundred dollars (\$200.00) for a second and each subsequent offence thereafter.
- 9 Where a violation ticket is issued, it shall be issued in accordance with the Provincial Offenses Procedure Act.

Effective Date

10. This Bylaw shall come into effect upon the third and final reading thereof.

First Reading given on the 3rd day of October, 2000.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

Second Reading given on the 7th day of November, 2000.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

Third Reading and Assent given on the 7th day of November, 2000.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

Approved:

Refused:

"S. Cross" (Signed)
Sandra Cross, Official Administrator

Sandra Cross, Official Administrator



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Byron Peter, Deputy Chief Administrative officer
Title:	Bylaw 1267-22 To Repeal and Replace Bylaw 985-15 Fire Services

BACKGROUND / PROPOSAL:

Administration was asked to restrict the use of “Flying Lanterns” within Mackenzie County. Flying devices operate with an ignition point that creates heat and causes the paper lantern to rise and fly over an expanse of an area. These types of devices could potentially start a forest fire or cause damage to personal property.

The amendments proposed under this Bylaw add the definition of Flying Lanterns and include them under Prohibitions.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Mackenzie County Bylaws are available on the County’s website. Significant bylaw amendments are advertised in the local newspaper and the County’s social media as necessary.

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

On August 22 a Facebook post was made, to make the public aware of the fire hazard of using these lanterns.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1267-22 being the Mackenzie County Fire Services Bylaw.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1267-22 being the Mackenzie County Fire Services Bylaw.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1267-22 being the Mackenzie County Fire Services Bylaw at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1267-22 being the Mackenzie County Fire Services Bylaw.

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

BYLAW NO. ~~985-15~~ 1267-22

**BEING A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF CONTINUING TO PROVIDE
FIRE SERVICES WITHIN MACKENZIE COUNTY**

WHEREAS the Municipal Government Act, RSA 2000, Chapter M-26, provides that a Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and for services provided by or on behalf of the municipality; and

WHEREAS the municipal Council of Mackenzie County has been accredited by the Safety Codes Council in its respective municipality; and

WHEREAS, the Council of Mackenzie County, wishes to continue providing fire services within Mackenzie County and to provide for efficient operation of such fire services;

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

SECTION 1 NAME OF BYLAW

1.1. This Bylaw may be cited as the "Fire Services Bylaw".

SECTION 2 INTERPRETATION

2.1 Where there is a conflict between this bylaw and any other bylaw pertaining to Fire Services in the Municipality, the provisions of this bylaw shall apply.

SECTION 3 DEFINITIONS

3.1 In this Bylaw:

- (a) "Acceptable Fire Pit" means an outside receptacle that meets the following specifications:
 - i. a minimum of 3 metre clearance, measured from the nearest fire pit edge, is maintained from buildings, property lines, or other combustible material;
 - ii. the fire pit height does not exceed 0.6 metre when measured from the surrounding grade to the top of the pit opening;

- iii. the fire pit opening does not exceed 1 metre in width or diameter when measured between the widest points or outside edges;
 - iv. the fire pit installation has enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief;
 - v. which fire is set for the purpose of cooking, obtaining warmth or recreation; and
 - vi. such fire may not be fueled with Prohibited Debris.
- (b) "Accepted" means acceptable to the Fire Chief.
- (c) "Accredited" means accredited by the Safety Codes Council in the fire discipline under the authority of the Safety Codes Act.
- (d) "Apparatus" means any vehicle provided with machinery, devices, Equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
- (e) "Basic Response" means the provision of Fire Apparatus with firefighters in response to fires as outlined in the current Standard Operating Guidelines (SOG).
- (f) "Bylaw Officer" means a Bylaw Enforcement Officer appointed under section 555(1) of the Municipal Government Act, R.S.A. 2000, c. M-26 and in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace.
- (g) "Council" means the Council of Mackenzie County.
- (h) "CAO" means that person appointed to the position and title of Chief Administrative Officer by the municipal Council of Mackenzie County and includes any person appointed by the Chief Administrative Officer to act as his/her appointee.
- (i) "Dangerous Goods" means any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
- (j) "Deputy Chief" means the person appointed by Council as second in command of either Fort Vermilion, La Crete, or Zama fire districts.
- (k) "Emergency Unit" means any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.

- (l) "Equipment" means any tools, devices or material used by the Fire Service to combat an incident or other emergency.
- (m) "False Alarm" means any fire alarm that is set out needlessly, through willful or accidental, human or mechanical error, and to which the Fire Service responds.
- (n) "Fire Chief" means the person appointed by Council as head of either Zama, Fort Vermilion or La Crete fire districts.
- (o) "Fire Ground Commander" means the highest ranking member on the scene of a fire, rescue, Incident, or emergency.
- (p) "Fire Permit" is the written authority for burning in the Hamlets of the Municipality issued pursuant to this bylaw.
- (q) "Fire Permit Application" is the application form for burning in the Hamlets of the Municipality pursuant to this bylaw.
- (r) "Fire Protection" means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an Incident authorized by Council to respond to from time to time.
- (s) "Fire Service" means Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, among other things, all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, training, maintenance and administration of the Fire Service, including all fire stations.
- (t) "Fire Works" means the fireworks listed in Class 7, Division 1, and Class 7, Division 2, Subsection 1 and 2 in Section 14 of the Explosives Regulations (Canada) and Section 5.8 of the Alberta Fire Code;
- (u) "Flying or Floating Lantern" means a small hot air balloon or other device designed to carry an open flame as an airborne light, also known as Sky Lantern, Sky Candle, Chinese Lantern, Japanese Lantern, or Wish Lantern, or any other similar device which require a lit fuel source that when ignited causes the lantern device to give off heat, light and in the case of "Flying Lantern" rise in the air.

- (v) "Hamlet" shall mean the area within the Hamlet boundaries of Fort Vermilion, La Crete or Zama as declared by bylaw.
- (w) "He" shall mean either person of the male or female gender.
- (x) "Highway" has the same meaning as defined in the *Highway Traffic Act* of Alberta.
- (y) "Incident" means a fire or a situation where an explosion is imminent or any other situation where there is a danger or a possible danger to life or property to which the Fire Service may respond.
- (z) "Incinerator Fire" means a fire that is confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen having a mesh size not larger than 7 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash, which fire is set for the purpose of burning refuse, excepting plastic products.
- (aa) "Member" means any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an Incident.
- (bb) "MGA" means Municipal Government Act, R.S.A. 2000, c. M-26 and amendments thereto.
- (cc) "Municipality" means Mackenzie County.
- (dd) "Open Fire" shall mean any Fire which is not an Incinerator Fire, Pit Fire, Public Park Site Fire and which, without limiting the generality of the foregoing shall include grass fires, forest and brush fires, running fires, structure fires, building fires, wood scrap fires, ground thawing fires and chattel fires.
- (ee) "Peace Officer" means a Bylaw Enforcement Officer, a Special constable, a Municipal Police Officer, a member of the Royal Canadian Mounted Police, or any other person appointed by Council to enforce the provisions of this Bylaw.
- (ff) "Portable Appliance" means any appliance sold or constructed for the purpose of cooking food in the out-of-doors.
- (gg) "Prohibited Debris" means any material that when burned, will result in the release to atmosphere dense smoke or toxic air contaminants in accordance with statutes and bylaws written to protect and enhance the

environment, and shall include but not be limited to materials described as:

- i. animal cadavers;
 - ii. animal manure;
 - iii. chemicals and chemical containers;
 - iv. combustible material in automobile bodies;
 - v. combustible material in automobiles;
 - vi. household refuse;
 - vii. non-wooden material;
 - viii. paints and painting materials;
 - ix. pathological waste;
 - x. rubber or plastic, or anything containing or coated with rubber or plastic or similar substances;
 - xi. tires;
 - xii. toxic substances;
 - xiii. used oil; or
 - xiv. wood or wood products containing substances for the purpose of preserving wood.
- (hh) "Public Park Site Fire" means a fire on land owned or leased by the Municipality or its agents for recreational purposes and is confined to a non-combustible container supplied by the Municipality, as approved by a Fire Member, or a portable appliance, which is set for the purpose of cooking food, obtaining warmth or viewing for pleasure. Such fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane.
- (ii) "Running Fire" means a fire burning without being under the proper control of any person.
- (jj) "Safety Codes Officer" means any member certified by the Safety Codes Council of Alberta as a Safety Codes Officer for the Fire Discipline and given a Designation of Powers pursuant to the Safety Codes Act.
- (kk) "SOG" means Standard Operating Guidelines.
- (ll) "Structure Fire" means a fire confined to and within any building, structure, machine, vehicle, or contents thereof and which will or may cause the destruction of or damage to the said building, structure, machine, vehicle, or the contents thereof or surrounding area, but excluding an incinerator fire.
- (mm) "Support Activities" means those tasks that are conducted in support of Members and which are not carried out in a hazardous area and do not require specialized training or protective clothing.

- (nn) "Violation Ticket" means a ticket or similar document issued by the Municipality pursuant to the Municipal Government Act, Municipal Government Act, R.S.A. 2000, c. M-26.

SECTION 4 JURISDICTION

- 4.1 The Municipality may be divided into Fire Service areas with fire departments so located as deemed necessary by Council for the proper control and prevention of fires and other emergencies.
- 4.2 The Council may enter into a contract for the provision of Fire Services from another municipality.
- 4.3 The limits of the jurisdiction of the Fire Chief, and the officers and Members of the Fire Service will extend to the area and boundaries of the Municipality, and no part of the Apparatus shall be used beyond the limits of the Municipality without the express authorization of a written contract or agreement providing for the supply of Fire Services outside the municipal boundaries, unless permission has been granted by the CAO or designate.

SECTION 5 ORGANIZATION AND ADMINISTRATION

- 5.1 For purposes of administering this Bylaw, the Chief Administrative Officer (CAO) of the County may delegate the powers under this Bylaw to an employee(s) of the County.
- 5.2 The Fire Service for the Municipality shall consist of the CAO, Fire Chiefs, Members, Buildings, Apparatus, and Equipment as deemed necessary by Council to safeguard the safety, health and welfare of people and protect people and property.
- 5.3 The Fire Chief and Deputy Chief shall be appointed by Council for each Fire Service upon recommendation of the CAO, and from the Members of the Fire Service for a two year term.
- 5.4 The Fire Chief shall be responsible to and report on a regular basis to the CAO.
- 5.5 The Fire Service shall comply with any and all policies established by Council pertaining to the Fire Service.
- 5.6 The Fire Service shall be equipped with apparatus and equipment as approved within the annual operating and capital budgets as approved by Council.

SECTION 6 FIRE SERVICE

6.1 The Council does hereby establish a Fire Service, for the purpose of:

- (a) preventing and extinguishing fires;
- (b) investigating the cause of fires in accordance with the Quality Management Plan approved by the Safety Codes Council;
- (c) preserving life and property and protecting persons and property from injury or destruction by fire;
- (d) providing rescue services and medical emergency response;
- (e) preventing, combating and controlling incidents;
- (f) carrying out fire inspections and investigations in accordance with the Quality Management Plan approved by the Safety Codes Council;
- (g) entering into agreements with other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment;
- (h) purchasing and operating apparatus and equipment for extinguishing fires or preserving life and property;
- (i) enforcing the provisions of the Safety Codes Act and its regulations; and
- (j) other services as directed by Council.

6.2 The priority of goals in the suppression of fire shall be as follows:

- (a) Preservation of human life shall be the primary responsibility during fires and other emergencies.
- (b) Limit the spread of the fire,
- (c) Extinguish the fire,
- (d) Minimize property damage from fire-related hazards.

SECTION 9 THE FIRE CHIEF

9.1 The Fire Chief has responsibility over the Fire Service subject to the direction of and collaboration with the CAO.

- 9.2 The Fire Chief shall prescribe rules, regulations and policies for the ongoing organization and administration of the Fire Service including but not limited to:
- (a) the use, care and protection of Fire Service property;
 - (b) the appointment, recruitment, conduct, discipline, duties, and responsibilities of the Members;
 - (c) the efficient operation of the Fire Service;
 - (d) ongoing training requirements
 - (e) ensuring only trained persons are engaged in applicable fire suppression duties.
- 9.3 Regulations, rules or policies, made pursuant to subsection 9.2 of this Bylaw shall not be inconsistent with the legislation and regulations of the Province of Alberta.
- 9.4 The Fire Chief shall develop and propose changes to existing Standard Operating Guidelines as required.
- 9.5 The Standard Operating Guidelines do not come into force until the CAO has accepted them.

SECTION 10 STANDARDS APPLYING TO ALL MEMBERS

- 10.1 All members of the Fire Services located throughout the Municipality, by way of Standard Operating Guidelines, shall be kept informed of, and comply with, expectations for attendance, punctuality; duty performance; compliance with laws, rule, regulations, and procedures; and professional behavior that contribute to the maintenance of a positive work environment.
- 10.2 Any changes to the Standard Operating Guidelines must be relayed to all members of the fire service.

SECTION 11 PROHIBITIONS

- 11.1 No person shall:
- (a) enter the boundaries or limits of an area prescribed unless he/she has been authorized to enter by the Fire Ground Commander.

- (b) impede, obstruct or hinder a member of the Fire Service or other person assisting or acting under the direction of the Fire Ground Commander.
- (c) falsely represent himself as a Fire Service member, or wear or display any Fire Service badge, cap, button, insignia or other paraphernalia for the purpose of false representation.
- (d) obstruct or otherwise interfere with access roads or streets or other approaches to any incident, fire alarm, fire hydrant, cistern or body of water designated for firefighting purpose or any connections provided to a fire main, stand pipe, sprinkler system, cistern or other body of water designated for firefighting purposes.
- (e) light a Pit Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
- (f) light a Pit Fire when the weather conditions are conducive to creating a Running Fire;
- (g) fail to take reasonable steps to control a fire for the purpose of preventing it from becoming a Running Fire or from spreading onto land other than his own;
- (h) deposit, discard or leave any burning matter of substance where it might ignite other material and cause a fire;
- (i) conduct any activity that involves the use of fire that might reasonably be expected to cause a fire, unless he exercises reasonable care to prevent the fire from occurring;
- (j) interfere with the efforts of persons authorized in this Bylaw to extinguish fires or preserve life or property;
- (k) interfere with the operation of any of the Fire Service equipment or apparatus required to extinguish fires or preserve life or property;
- (l) damage or destroy the Fire Service property;
- (m) engage in Open Fire burning in the Hamlets of the Municipality.
- (n) engage in the use of Flying Lanterns within the Municipality.

SECTION 12 FIRE PERMIT

- 12.1 This section is only applicable within the Hamlet boundaries located within the Municipality.
- 12.2 No person shall ignite, fuel, supervise, maintain or permit any type of fire upon land owned or occupied by him or under his control within the Hamlets of the Municipality, unless:
- (a) the fire has been set by the Fire Service for the purpose of training its members,
 - (b) the fire is a Public Park Site fire, which has an approved permit for all fire pits, or
 - (c) the fire has otherwise been authorized by the Fire Service and the Province.
- 12.3 When a fire is lit under the circumstances described in subsection 12.2 when such fire is not permitted pursuant to this Bylaw the owner or occupier of the land or the person having control of the land upon which such fire is lit shall:
- (a) extinguish the fire immediately; or
 - (b) where he is unable to extinguish the fire immediately, report the fire to the Fire Service.
- 12.5 Any person wishing to obtain a Fire Permit for a Fire Pit must complete a Fire Permit Application with the Municipality
- 12.6 Upon receipt of a proper completed Fire Permit Application with the Municipality the Fire Chief or Deputy Fire Chief will inspect the site, and may, in his discretion:
- (a) grant a Fire Permit upon such terms and conditions as the Fire Service deems appropriate, or
 - (b) refuse to grant a Fire Permit.
- 12.7 A Fire Permit shall not be transferable.
- 12.10 The Fire Chief may, terminate, suspend or cancel a Fire Permit if the conditions surrounding the original issuance change.
- 12.11 Each application for a Fire Permit must contain the following information:
- (a) the name and address of the applicant;

- (b) the legal and civic description of the land on which the applicant proposes to set a fire;
- (c) the type and description of Fire Pit construction proposed to be used;
- (d) the signature of the applicant;
- (e) the signature of the property owner or authorized agent of the owner.

12.12 No person shall provide false, incomplete or misleading information to the Municipality or to the Fire Service on or with respect to the Fire Permit Application.

SECTION 13 CONTROL OF FIRE HAZARDS

13.1 This section is only applicable within Hamlet boundaries of the Municipality.

13.2 If Council finds within the Hamlet boundaries on privately owned land or occupied public land conditions that in its opinion constitutes a fire hazard, it may order the owner or the person in control of the land on which the fire hazard exists to reduce or remove the hazard within a fixed time and in a manner prescribed by the Council.

13.3 When Council finds that the order it made pursuant to subsection 13.2 has not been carried out, it may enter on the land with any equipment and any persons it considers necessary and may perform the work required to eliminate or reduce the fire hazard.

13.4 The Owner or the person in control of the land on which work was performed pursuant to subsection 13.2 shall on demand reimburse the Municipality for the cost of the work performed. In default of payment the Municipality may place a lien for the amount against the land and improvements on it.

SECTION 14 REQUIREMENT TO REPORT

14.1 The Owner or his authorized agent of any property damaged by fire shall immediately report to the Fire Service particulars of the fires which are satisfactory to the Fire Chief and the CAO.

14.2 The owner or his authorized agent of any property containing a dangerous good(s) product which sustains an accidental or unplanned release of the dangerous good(s) product shall immediately report to the Fire Service particulars of the release which are satisfactory to the Fire Chief and the CAO.

SECTION 15 RECOVERY OF COSTS

15.1 Where the Fire Service has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or Incident within or outside the Municipality for the purpose of preserving life or property from injury, destruction by fire or other Incident within or outside the Municipality, including any such action taken by the Fire Service on a False Alarm, the Municipality shall, in respect of any costs incurred by the Municipality in taking such action, charge any costs incurred by the Municipality:

- (a) to the vehicle owners involved in the incident;
- (b) the owner of the land or in possession where the Incident occurred; or
- (c) the owner of property where the person in possession and control of property which is the situate of the Incident if not located on privately owned land.
- (d) Emergency response units responding to an incident but not utilized to rectify the emergency shall not be charged, subject to the minimum charge as identified in agreements in place with Alberta Transportation, and Environment and Sustainable Resource Development (ESRD).

15.2 Where the Fire Services has provided services for the purpose of, but not be limited to:

- (a) occupant load determination,
- (b) fire inspections,
- (c) fire investigations, and
- (d) fire permits,

the Municipality shall, in respect of costs incurred by providing the service, charge such fees as set out in the Fee Schedule Bylaw.

15.3 The schedule of costs and fees to be charged by the Municipality for services rendered pursuant to this Bylaw shall be set out in the Fee Schedule Bylaw.

- (a) The fees and charges set out in the Fee Schedule Bylaw may be amended by Council as determined from time to time when deemed necessary.

15.4 In respect of the costs or fees described in subsections 15.1, 15.2 and 15.3.

- (a) the Municipality shall recover such cost or fee as a debt due and owing to the Municipality; or
- (b) in the case of action taken by the Fire Service in respect to land within the Municipality, where the cost or fee is not paid upon demand by the Municipality, then in default of payment, such cost or fee shall be charged against the land as taxes due and owing in respect of that land, or
- (c) in the case of action taken by the Fire Service in respect to Incidents involving motor vehicles the municipality shall take any collection action it deems necessary if the amount levied by the municipality is not paid within sixty (60) days.

SECTION 16 FEE RATES FOR FIRE SERVICES

16.1 Fees pursuant to this Bylaw shall be paid in accordance with the Mackenzie County Fee Schedule Bylaw.

SECTION 17 OFFENCES AND PENALTIES

17.1 Penalties shall be applicable as per the Mackenzie County Fee Schedule Bylaw in place at the time of the offence.

17.2 A Peace Officer who finds a person violating or who has reasonable and probable grounds to believe that a person has violated any provisions of this Bylaw may give a written notice of intention to prosecute, in the form of a Part Two Provincial Violation Ticket, setting forth the date, time, and place of the offence, briefly indicating the nature of the offence.

17.3 The Court convicting a person of a violation of this Bylaw may order that in default of payment of a fine imposed on such conviction, the defendant shall be imprisoned for a period of not more than six months.

SECTION 18 VIOLATION TICKET

18.1 A Peace Officer may issue a Violation Ticket as specified in the Mackenzie County Fee Schedule Bylaw.

SECTION 19 SEVERABILITY

19.1 Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded severable from the rest of the bylaw and the bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

SECTION 20 REPEAL AND REPLACE

20.1 This Bylaw repeals & replaces Bylaw 985-15.

20.2 This bylaw comes into force at the beginning of the day of third and final reading thereof.

READ a first time this 19th day of October, 2022.

READ a second time this 19th day of October, 2022.

READ a third time and finally passed this 19th day of October, 2022.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Financial Reports – January – September 30, 2022

BACKGROUND / PROPOSAL:

The Finance Department also provides monthly financial reports to Council as per policy. January – September 30, 2022 reports are attached for review.

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 – September 30, 2022)
- A report of funds invested in term deposits and other securities
 - (January – August 31, 2022)
- Project progress reports including expenditures to budget until September 30, 2022.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

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

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County
Summary of All Units January - September 2022

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
100-Municipal Taxes	\$24,358,080	\$24,308,064	\$50,016
101-Lodge Requisition	\$815,695	\$813,962	\$1,733
102-School Requisition	\$6,612,576	\$6,599,889	\$12,687
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	\$617,388	\$388,332
421-Sale of water - metered	\$3,529,675	\$2,563,211	\$966,464
422-Sale of water - bulk	\$937,608	\$891,039	\$46,569
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$700,000	\$198,335	\$501,665
511-Penalties of AR and utilities	\$21,000	\$24,837	(\$3,837)
520-Licenses and permits	\$55,000	\$46,486	\$8,514
521-Offsite levy	\$20,000	\$175,910	(\$155,910)
522-Municipal reserve revenue	\$150,000	\$33,320	\$116,680
526-Safety code permits	\$300,000	\$180,709	\$119,291
525-Subdivision fees	\$75,000	\$55,414	\$19,586
530-Fines	\$9,000	\$5,461	\$3,539
531-Safety code fees	\$8,000	\$7,970	\$30
550-Interest revenue	\$325,000	\$387,667	(\$62,667)
551-Market value changes		\$4,896	(\$4,896)
560-Rental and lease revenue	\$174,127	\$119,269	\$54,858
597-Other revenue	\$28,662	\$19,675	\$8,987
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment		\$150	(\$150)
840-Provincial grants	\$602,353	\$498,201	\$104,152
909-Other Sources -Grants	\$118,566	\$37,066	\$81,500
930-Contribution from Operating Reserves	\$2,989,811		\$2,989,811
940-Contribution from Capital Reserves	\$20,000		\$20,000
TOTAL REVENUE	\$43,263,119	\$37,849,681	\$5,413,438
Excluding Requisitions	\$35,762,052	\$30,363,272	\$5,398,780

Mackenzie County
Summary of All Units January - September 2022

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING EXPENSES			
110-Wages and salaries	\$6,770,291	\$4,813,478	\$1,956,813
132-Benefits	\$1,319,040	\$936,166	\$382,874
136-WCB contributions	\$127,393	\$50,570	\$76,823
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$43,200	\$37,041	\$6,159
151-Honoraria	\$587,360	\$369,338	\$218,022
211-Travel and subsistence	\$336,614	\$155,924	\$180,690
212-Promotional expense	\$36,000	\$8,852	\$27,148
214-Memberships & conference fees	\$129,977	\$70,912	\$59,065
215-Freight	\$98,450	\$71,619	\$26,831
216-Postage	\$62,050	\$39,089	\$22,961
217-Telephone	\$118,420	\$82,182	\$36,238
221-Advertising	\$77,400	\$66,798	\$10,602
223-Subscriptions and publications	\$12,600	\$9,768	\$2,832
231-Audit fee	\$115,000	\$108,500	\$6,500
232-Legal fee	\$100,000	\$44,457	\$55,543
233-Engineering consulting	\$192,000	\$77,807	\$114,193
235-Professional fee	\$215,700	\$155,525	\$60,175
236-Enhanced policing fee	\$531,924	\$97,186	\$434,738
239-Training and education	\$101,340	\$33,144	\$68,196
242-Computer programming	\$214,675	\$36,920	\$177,755
243-Waste Management	\$531,800	\$293,600	\$238,200
251-Repair & maintenance - bridges	\$159,500	\$103,003	\$56,497
252-Repair & maintenance - buildings	\$155,640	\$88,485	\$67,155
253-Repair & maintenance - equipment	\$409,950	\$291,870	\$118,080
255-Repair & maintenance - vehicles	\$102,400	\$71,685	\$30,715
258-Contract graders	\$776,302	\$492,567	\$283,735
259-Repair & maintenance - structural	\$1,545,700	\$651,968	\$893,732
260-Roadside Mowing & Spraying	\$415,133	\$309,637	\$105,496
261-Ice bridge construction	\$125,000	\$117,521	\$7,479
262-Rental - building and land	\$64,650	\$52,885	\$11,765
263-Rental - vehicle and equipment	\$104,530	\$71,966	\$32,564
266-Communications	\$155,992	\$100,009	\$55,983
271-Licenses and permits	\$23,000	\$863	\$22,137
272-Damage claims		\$5,788	(\$5,788)
274-Insurance	\$590,534	\$531,578	\$58,956
342-Assessor fees	\$282,502	\$100,478	\$182,024
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$963,313	\$967,938	(\$4,625)
515-Lab Testing	\$50,500	\$36,429	\$14,071
521-Fuel and oil	\$645,700	\$884,670	(\$238,970)
531-Chemicals and salt	\$456,800	\$218,754	\$238,046
532-Calcium Dust Control	\$890,000	\$937,089	(\$47,089)
533-Grader blades	\$143,000	\$59,994	\$83,006
534-Gravel (apply; supply and apply)	\$3,578,583	\$2,935,062	\$643,521
994-Change in Inventory	\$300,000		\$300,000
543-Natural gas	\$128,013	\$125,317	\$2,696
544-Electrical power	\$717,093	\$548,002	\$169,091
550-Carbon Tax	\$104,000	\$107,595	(\$3,595)
710-Grants to local governments	\$2,250,000	\$2,250,000	\$0
735-Grants to other organizations	\$2,329,147	\$2,158,936	\$170,211
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	\$17,357	\$5,003
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	\$17,603	\$1,500,000
Non-TCA projects	\$902,393	\$959,781	(\$57,388)
TOTAL EXPENSES	\$43,263,115	\$26,862,918	\$16,417,800
Excluding Requisitions	\$35,762,048	\$23,666,576	\$12,113,075
995-Amortization of TCA	\$10,250,393		\$10,250,393

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
<hr/> <hr/>			
OPERATING EXPENSES			
132-Benefits	\$45,836	\$35,220	\$10,616
136-WCB contributions	\$8,119	\$3,065	\$5,054
151-Honoraria	\$475,560	\$334,635	\$140,925
211-Travel and subsistence	\$210,373	\$96,479	\$113,894
214-Memberships & conference fees	\$64,150	\$47,382	\$16,768
216-Postage		\$789	(\$789)
217-Telephone	\$7,700	\$4,876	\$2,824
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	\$1,543	\$158
262-Rental - building and land		\$135	(\$135)
266-Communications	\$15,600	\$9,142	\$6,458
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$2,020	\$7,680
TOTAL EXPENSES	<u>\$853,682</u>	<u>\$537,114</u>	<u>\$316,568</u>
Excluding Requisitions	\$853,682	\$537,114	\$316,568
TOTAL EXPENSES	<u>\$853,682</u>	<u>\$537,114</u>	<u>\$316,568</u>
EXCESS (DEFICIENCY)	<u>(\$853,682)</u>	<u>(\$537,114)</u>	<u>(\$316,568)</u>

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$31,050	\$68,288	(\$37,238)
510-Penalties on taxes	\$700,000	\$198,335	\$501,665
511-Penalties of AR and utilities	\$9,000	\$10,015	(\$1,015)
550-Interest revenue	\$325,000	\$387,667	(\$62,667)
551-Market value changes		\$4,896	(\$4,896)
560-Rental and lease revenue	\$54,300	\$51,895	\$2,405
597-Other revenue	\$15,000	\$18,713	(\$3,713)
598-Community aggregate levy	\$85,000	\$0	\$85,000
840-Provincial grants	\$48,502	\$19,020	\$29,482
909-Other Sources -Grants	\$50,000	\$0	\$50,000
930-Contribution from Operating Reserves	\$75,000	\$0	\$75,000
TOTAL REVENUE	<u>\$1,392,852</u>	<u>\$758,828</u>	<u>\$634,024</u>
Excluding Requisitions	\$1,392,852	\$758,828	\$634,024
OPERATING EXPENSES			
110-Wages and salaries	\$1,791,159	\$1,200,300	\$590,859
132-Benefits	\$353,752	\$236,919	\$116,833
136-WCB contributions	\$28,995	\$12,737	\$16,258
142-Recruiting	\$15,000	\$0	\$15,000
150-Isolation cost	\$14,400	\$10,800	\$3,600
211-Travel and subsistence	\$29,851	\$9,811	\$20,040
212-Promotional expense	\$21,000	\$4,969	\$16,031
214-Memberships & conference fees	\$21,832	\$4,275	\$17,557
215-Freight	\$9,000	\$4,866	\$4,134
216-Postage	\$24,550	\$29,951	(\$5,401)
217-Telephone	\$43,600	\$35,718	\$7,882
221-Advertising	\$64,000	\$61,134	\$2,866
223-Subscriptions and publications	\$8,250	\$4,041	\$4,209
231-Audit fee	\$115,000	\$108,500	\$6,500
232-Legal fee	\$100,000	\$40,979	\$59,021
235-Professional fee	\$75,000	\$34,900	\$40,100
239-Training and education	\$19,620	\$10,967	\$8,653
242-Computer programming	\$124,300	\$13,558	\$110,742
243-Waste Management	\$4,800	\$5,201	(\$401)
252-Repair & maintenance - buildings	\$59,150	\$39,010	\$20,140
253-Repair & maintenance - equipment	\$9,100	\$2,513	\$6,587
255-Repair & maintenance - vehicles	\$5,600	\$1,403	\$4,197
259-Repair & maintenance - structural	\$500	\$0	\$500
263-Rental - vehicle and equipment	\$29,494	\$13,785	\$15,709
266-Communications	\$51,660	\$31,758	\$19,902
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	\$48,828	\$41,672
521-Fuel and oil	\$20,600	\$15,717	\$4,883
543-Natural gas	\$18,516	\$18,564	(\$48)
544-Electrical power	\$81,058	\$66,784	\$14,274
710-Grants to local governments	\$2,250,000	\$2,250,000	\$0
763/764-Contributed to Reserve	\$169,450	\$0	\$169,450
810-Interest and service charges	\$21,000	\$16,442	\$4,558
921-Bad Debt	\$1,500,000	\$0	\$1,500,000
Non-TCA projects	\$125,000	\$157,650	(\$32,650)
TOTAL EXPENSES	<u>\$7,684,950</u>	<u>\$4,693,993</u>	<u>\$2,990,957</u>
Excluding Requisitions	\$7,684,950	\$4,693,993	\$2,990,957
922-Tax Cancellation/Writeoff		\$17,603	(\$17,603)
995-Amortization of TCA	<u>\$347,368</u>	<u>\$0</u>	<u>\$347,368</u>
TOTAL EXPENSES	<u>\$8,032,318</u>	<u>\$4,711,596</u>	<u>\$3,320,721</u>
EXCESS (DEFICIENCY)	<u>(\$6,639,466)</u>	<u>(\$3,952,768)</u>	<u>(\$2,686,698)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
420-Sales of goods and services	\$173,900	\$27,719	\$146,181
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
TOTAL REVENUE	<u>\$203,900</u>	<u>\$27,719</u>	<u>\$176,181</u>
Excluding Requisitions	\$203,900	\$27,719	\$176,181
OPERATING EXPENSES			
110-Wages and salaries	\$44,925	\$32,482	\$12,443
132-Benefits	\$7,618	\$6,003	\$1,615
136-WCB contributions	\$782	\$319	\$463
151-Honoraria	\$111,800	\$34,704	\$77,096
211-Travel and subsistence	\$5,950	\$8,849	(\$2,899)
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$1,000	\$1,512	(\$512)
217-Telephone	\$27,440	\$17,948	\$9,492
239-Training and education	\$44,420	\$3,065	\$41,355
252-Repair & maintenance - buildings	\$10,500	\$9,021	\$1,479
253-Repair & maintenance - equipment	\$29,600	\$19,377	\$10,223
255-Repair & maintenance - vehicles	\$8,700	\$6,077	\$2,623
258-Contract graders	\$17,000	\$0	\$17,000
259-Repair & maintenance - structural	\$1,500	\$0	\$1,500
263-Rental - vehicle and equipment	\$27,000	\$22,116	\$4,884
266-Communications	\$69,012	\$46,916	\$22,096
271-Licenses and permits	\$4,000	\$0	\$4,000
272-Damage claims		\$385	(\$385)
274-Insurance	\$48,867	\$41,691	\$7,176
511-Goods and supplies	\$113,274	\$27,312	\$85,962
521-Fuel and oil	\$17,000	\$11,106	\$5,894
543-Natural gas	\$14,166	\$13,504	\$662
544-Electrical power	\$16,707	\$13,395	\$3,312
Non-TCA projects	\$30,000		\$30,000
TOTAL EXPENSES	<u>\$654,891</u>	<u>\$315,782</u>	<u>\$339,109</u>
Excluding Requisitions	\$654,891	\$315,782	\$339,109
995-Amortization of TCA	<u>\$202,247</u>	<u>\$0</u>	<u>\$202,247</u>
TOTAL EXPENSES	<u>\$857,138</u>	<u>\$315,782</u>	<u>\$541,357</u>
EXCESS (DEFICIENCY)	<u>(\$653,238)</u>	<u>(\$288,063)</u>	<u>(\$365,176)</u>

Mackenzie County
25-Ambulance/Municipal Emergency

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
560-Rental and lease revenue	\$40,500	\$27,000	\$13,500
TOTAL REVENUE	<u>\$40,500</u>	<u>\$27,000</u>	<u>\$13,500</u>
Excluding Requisitions	\$40,500	\$27,000	\$13,500
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$7,000	\$4,614	\$2,386
274-Insurance	\$3,434	\$1,715	\$1,719
TOTAL EXPENSES	<u>\$10,434</u>	<u>\$6,329</u>	<u>\$4,105</u>
Excluding Requisitions	\$10,434	\$6,329	\$4,105
995-Amortization of TCA	<u>\$12,328</u>	<u>\$0</u>	<u>\$12,328</u>
TOTAL EXPENSES	<u>\$22,762</u>	<u>\$6,329</u>	<u>\$16,433</u>
EXCESS (DEFICIENCY)	<u>\$17,738</u>	<u>\$20,671</u>	<u>(\$2,933)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
520-Licenses and permits	\$1,000		\$1,000
530-Fines	\$9,000	\$5,461	\$3,539
560-Rental and lease revenue	\$13,827	\$11,522	\$2,305
630-Sale of non-TCA equipment		\$0	\$0
TOTAL REVENUE	<u>\$23,827</u>	<u>\$16,983</u>	<u>\$6,844</u>
Excluding Requisitions	\$23,827	\$16,983	\$6,844
OPERATING EXPENSES			
110-Wages and salaries	\$14,975	\$10,827	\$4,148
132-Benefits	\$2,539	\$2,001	\$538
136-WCB contributions	\$261	\$106	\$155
211-Travel and subsistence	\$7,000	\$711	\$6,289
214-Memberships & conference fees		\$375	(\$375)
217-Telephone	\$1,200	\$0	\$1,200
223-Subscriptions and publications	\$1,300	\$2,439	(\$1,139)
235-Professional fee	\$2,000	\$180	\$1,820
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	\$480	\$20
274-Insurance	\$6,240	\$5,200	\$1,040
511-Goods and supplies	\$500	\$574	(\$74)
521-Fuel and oil	\$500	\$719	(\$219)
TOTAL EXPENSES	<u>\$596,989</u>	<u>\$128,269</u>	<u>\$468,720</u>
Excluding Requisitions	\$596,989	\$128,269	\$468,720
995-Amortization of TCA	<u>\$565</u>	<u>\$0</u>	<u>\$565</u>
TOTAL EXPENSES	<u>\$597,554</u>	<u>\$128,269</u>	<u>\$469,285</u>
EXCESS (DEFICIENCY)	<u>(\$573,727)</u>	<u>(\$111,286)</u>	<u>(\$462,441)</u>

	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	\$195,676	\$95,894
520-Licenses and permits	\$4,000	\$3,659	\$341
630-Sale of non-TCA equipment		\$150	(\$150)
840-Provincial grants	\$121,262	\$121,262	\$0
930-Contribution from Operating Reserves	\$2,155,183	\$0	\$2,155,183
TOTAL REVENUE	\$2,793,115	\$490,657	\$2,302,458
Excluding Requisitions	\$2,793,115	\$490,657	\$2,302,458
OPERATING EXPENSES			
110-Wages and salaries	\$2,633,342	\$1,968,715	\$664,627
132-Benefits	\$486,010	\$342,170	\$143,840
136-WCB contributions	\$44,488	\$18,086	\$26,402
150-Isolation cost	\$14,400	\$10,456	\$3,944
211-Travel and subsistence	\$15,000	\$22,819	(\$7,819)
214-Memberships & conference fees	\$12,450	\$715	\$11,735
215-Freight	\$20,000	\$28,813	(\$8,813)
217-Telephone	\$15,180	\$8,874	\$6,306
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	\$103,003	\$56,497
252-Repair & maintenance - buildings	\$28,390	\$23,658	\$4,732
253-Repair & maintenance - equipment	\$177,000	\$159,029	\$17,971
255-Repair & maintenance - vehicles	\$52,400	\$38,613	\$13,787
258-Contract graders	\$260,000	\$115,802	\$144,198
259-Repair & maintenance - structural	\$905,050	\$355,174	\$549,876
261-Ice bridge construction	\$125,000	\$117,521	\$7,479
262-Rental - building and land	\$3,150	\$5,720	(\$2,570)
263-Rental - vehicle and equipment	\$5,000	\$206	\$4,794
266-Communications	\$11,340	\$9,364	\$1,976
271-Licenses and permits	\$7,225	\$350	\$6,875
272-Damage claims		\$1,739	(\$1,739)
274-Insurance	\$179,782	\$154,040	\$25,742
511-Goods and supplies	\$371,239	\$652,971	(\$281,732)
521-Fuel and oil	\$540,000	\$399,352	\$140,648
531-Chemicals and salt	\$165,000	\$0	\$165,000
532-Calcium Dust Control	\$890,000	\$937,089	(\$47,089)
533-Grader blades	\$143,000	\$59,994	\$83,006
534-Gravel (apply; supply and apply)	\$3,568,583	\$2,935,062	\$633,521
994-Change in Inventory	\$300,000	\$0	\$300,000
543-Natural gas	\$14,201	\$13,756	\$445
544-Electrical power	\$274,685	\$194,481	\$80,204
550-Carbon Tax	\$104,000	\$107,595	(\$3,595)
763/764-Contributed to Reserve	\$633,228	\$0	\$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	\$699,645	(\$693,045)
TOTAL EXPENSES	\$13,626,540	\$10,246,754	\$3,379,786
Excluding Requisitions	\$13,626,540	\$10,246,754	\$3,379,786
995-Amortization of TCA	\$6,709,150	\$0	\$6,709,150
TOTAL EXPENSES	\$20,335,690	\$10,246,754	\$10,088,935
EXCESS (DEFICIENCY)	(\$17,542,575)	(\$9,756,098)	(\$7,786,477)

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
420-Sales of goods and services	\$27,500	\$21,056	\$6,444
560-Rental and lease revenue	\$34,542	\$27,933	\$6,609
930-Contribution from Operating Reserves	\$32,708	\$0	\$32,708
TOTAL REVENUE	<u>\$94,750</u>	<u>\$48,989</u>	<u>\$45,761</u>
Excluding Requisitions	\$94,750	\$48,989	\$45,761
OPERATING EXPENSES			
110-Wages and salaries	\$39,008	\$21,436	\$17,572
132-Benefits	\$7,947	\$2,994	\$4,953
136-WCB contributions	\$680	\$277	\$403
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	\$2,400	\$7,600
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$3,500	\$0	\$3,500
253-Repair & maintenance - equipment	\$32,000	\$0	\$32,000
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200	\$0	\$26,200
262-Rental - building and land	\$60,000	\$45,000	\$15,000
266-Communications	\$4,880	\$1,298	\$3,582
271-Licenses and permits	\$1,725	\$0	\$1,725
274-Insurance	\$7,027	\$5,969	\$1,058
511-Goods and supplies	\$1,000	\$3,930	(\$2,930)
521-Fuel and oil	\$1,700	\$798	\$902
531-Chemicals and salt	\$17,500	\$6,347	\$11,153
543-Natural gas	\$3,642	\$3,301	\$341
544-Electrical power	\$26,579	\$25,696	\$883
Non-TCA projects	\$32,708	\$0	\$32,708
TOTAL EXPENSES	<u>\$292,396</u>	<u>\$119,647</u>	<u>\$172,749</u>
Excluding Requisitions	\$292,396	\$119,647	\$172,749
995-Amortization of TCA	<u>\$196,006</u>	<u>\$0</u>	<u>\$196,006</u>
TOTAL EXPENSES	<u>\$488,402</u>	<u>\$119,647</u>	<u>\$368,756</u>
EXCESS (DEFICIENCY)	<u>(\$393,652)</u>	<u>(\$70,658)</u>	<u>(\$322,994)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
124-Frontage	\$5,950	\$5,926	\$24
420-Sales of goods and services	\$68,500	\$52,760	\$15,740
421-Sale of water - metered	\$2,392,568	\$1,787,625	\$604,943
422-Sale of water - bulk	\$928,708	\$886,539	\$42,169
511-Penalties of AR and utilities	\$12,000	\$14,822	(\$2,822)
521-Offsite levy	\$20,000	\$175,910	(\$155,910)
597-Other revenue		\$963	(\$963)
930-Contribution from Operating Reserves	\$220,080	\$0	\$220,080
TOTAL REVENUE	<u>\$3,647,806</u>	<u>\$2,924,544</u>	<u>\$723,262</u>
Excluding Requisitions	<u>\$3,647,806</u>	<u>\$2,924,544</u>	<u>\$723,262</u>
OPERATING EXPENSES			
110-Wages and salaries	\$542,765	\$370,707	\$172,058
132-Benefits	\$94,871	\$66,301	\$28,570
136-WCB contributions	\$12,939	\$3,860	\$9,079
150-Isolation cost	\$8,640	\$9,471	(\$831)
211-Travel and subsistence	\$44,600	\$9,550	\$35,050
214-Memberships & conference fees	\$3,020	\$1,680	\$1,340
215-Freight	\$60,100	\$34,358	\$25,742
216-Postage	\$31,500	\$8,045	\$23,455
217-Telephone	\$18,000	\$11,260	\$6,740
221-Advertising	\$500	\$0	\$500
233-Engineering consulting	\$26,000	\$11,337	\$14,664
239-Training and education	\$8,750	\$1,766	\$6,984
242-Computer programming	\$7,500	\$3,608	\$3,892
252-Repair & maintenance - buildings	\$15,900	\$9,666	\$6,234
253-Repair & maintenance - equipment	\$73,950	\$53,559	\$20,391
255-Repair & maintenance - vehicles	\$10,800	\$18,067	(\$7,267)
258-Contract graders	\$77,600	\$61,967	\$15,633
259-Repair & maintenance - structural	\$69,700	\$35,541	\$34,159
262-Rental - building and land	\$1,500	\$2,000	(\$500)
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
272-Damage claims		\$3,086	(\$3,086)
274-Insurance	\$136,369	\$124,927	\$11,443
511-Goods and supplies	\$302,300	\$191,027	\$111,273
515-Lab Testing	\$45,000	\$36,104	\$8,897
521-Fuel and oil	\$46,000	\$39,039	\$6,961
531-Chemicals and salt	\$143,300	\$98,024	\$45,276
543-Natural gas	\$71,997	\$72,017	(\$20)
544-Electrical power	\$276,800	\$211,940	\$64,860
763/764-Contributed to Reserve	\$1,066,043	\$0	\$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	\$6,270	\$213,810
TOTAL EXPENSES	<u>\$3,647,806</u>	<u>\$1,613,690</u>	<u>\$2,034,116</u>
Excluding Requisitions	<u>\$3,647,806</u>	<u>\$1,613,690</u>	<u>\$2,034,116</u>
995-Amortization of TCA	<u>\$1,405,945</u>	<u>\$0</u>	<u>\$1,405,945</u>
TOTAL EXPENSES	<u>\$5,053,751</u>	<u>\$1,613,690</u>	<u>\$3,440,061</u>
EXCESS (DEFICIENCY)	<u>(\$1,405,945)</u>	<u>\$1,310,854</u>	<u>(\$2,716,799)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
124-Frontage	\$12,400	\$12,369	\$31
421-Sale of water - metered	\$1,137,107	\$775,585	\$361,522
422-Sale of water - bulk	\$8,900	\$4,500	\$4,400
TOTAL REVENUE	<u>\$1,158,407</u>	<u>\$792,454</u>	<u>\$365,953</u>
Excluding Requisitions	<u>\$1,158,407</u>	<u>\$792,454</u>	<u>\$365,953</u>
OPERATING EXPENSES			
110-Wages and salaries	\$358,918	\$217,106	\$141,812
132-Benefits	\$65,614	\$43,457	\$22,157
136-WCB contributions	\$8,724	\$2,388	\$6,336
150-Isolation cost	\$5,760	\$6,314	(\$554)
215-Freight	\$3,250	\$579	\$2,671
232-Legal fee		\$703	(\$703)
233-Engineering consulting	\$6,000	\$0	\$6,000
252-Repair & maintenance - buildings	\$1,750	\$304	\$1,446
253-Repair & maintenance - equipment	\$64,100	\$54,540	\$9,560
259-Repair & maintenance - structural	\$140,650	\$79,186	\$61,464
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	\$326	\$5,174
531-Chemicals and salt	\$36,000	\$20,417	\$15,583
543-Natural gas	\$4,715	\$3,663	\$1,052
544-Electrical power	\$26,522	\$22,472	\$4,051
763/764-Contributed to Reserve	\$375,576	\$0	\$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	<u>\$1,158,407</u>	<u>\$477,090</u>	<u>\$681,317</u>
Excluding Requisitions	<u>\$1,158,407</u>	<u>\$477,090</u>	<u>\$681,317</u>
995-Amortization of TCA	<u>\$698,464</u>	<u>\$0</u>	<u>\$698,464</u>
TOTAL EXPENSES	<u>\$1,856,871</u>	<u>\$477,090</u>	<u>\$1,379,780</u>
EXCESS (DEFICIENCY)	<u>(\$698,464)</u>	<u>\$315,364</u>	<u>(\$1,013,827)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
420-Sales of goods and services	\$297,000	\$175,914	\$121,086
TOTAL REVENUE	\$297,000	\$175,914	\$121,086
Excluding Requisitions	\$297,000	\$175,914	\$121,086
OPERATING EXPENSES			
110-Wages and salaries	\$58,938	\$39,816	\$19,122
132-Benefits	\$10,270	\$8,061	\$2,209
136-WCB contributions	\$1,028	\$584	\$444
221-Advertising	\$800	\$220	\$580
243-Waste Management	\$527,000	\$288,399	\$238,601
252-Repair & maintenance - buildings	\$5,400	\$1,685	\$3,715
253-Repair & maintenance - equipment	\$8,750	\$173	\$8,577
258-Contract graders	\$136,702	\$103,527	\$33,175
259-Repair & maintenance - structural	\$31,600	\$2,905	\$28,695
271-Licenses and permits		\$50	(\$50)
274-Insurance	\$5,645	\$1,977	\$3,668
511-Goods and supplies	\$2,100	\$650	\$1,450
521-Fuel and oil	\$7,000	\$6,383	\$617
544-Electrical power	\$13,510	\$11,876	\$1,634
810-Interest and service charges	\$1,360	\$915	\$445
TOTAL EXPENSES	\$810,103	\$467,221	\$342,882
Excluding Requisitions	\$810,103	\$467,221	\$342,882
995-Amortization of TCA	\$20,137	\$0	\$20,137
TOTAL EXPENSES	\$830,240	\$467,221	\$363,019
EXCESS (DEFICIENCY)	(\$533,240)	(\$291,306)	(\$241,933)

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
597-Other revenue	\$13,662		\$13,662
840-Provincial grants	\$298,682	\$224,012	\$74,670
909-Other Sources -Grants	\$15,000	\$0	\$15,000
TOTAL REVENUE	<u>\$327,344</u>	<u>\$224,012</u>	<u>\$103,332</u>
Excluding Requisitions	\$327,344	\$224,012	\$103,332
OPERATING EXPENSES			
255-Repair & maintenance - vehicles		\$106	(\$106)
274-Insurance	\$47	\$354	(\$307)
735-Grants to other organizations	\$851,800	\$762,117	\$89,683
763/764-Contributed to Reserve	\$13,662		\$13,662
TOTAL EXPENSES	<u>\$865,509</u>	<u>\$762,577</u>	<u>\$102,932</u>
Excluding Requisitions	\$865,509	\$762,577	\$102,932
TOTAL EXPENSES	<u>\$865,509</u>	<u>\$762,577</u>	<u>\$102,932</u>
EXCESS (DEFICIENCY)	<u>(\$538,165)</u>	<u>(\$538,565)</u>	<u>\$400</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
420-Sales of goods and services	\$19,000	\$29,296	(\$10,296)
520-Licenses and permits	\$50,000	\$42,828	\$7,173
526-Safety code permits	\$300,000	\$180,709	\$119,291
525-Subdivision fees		\$2,015	(\$2,015)
531-Safety code fees	\$8,000	\$7,970	\$30
930-Contribution from Operating Reserves	\$362,385	\$0	\$362,385
TOTAL REVENUE	<u>\$739,385</u>	<u>\$262,818</u>	<u>\$476,567</u>
Excluding Requisitions	\$739,385	\$262,818	\$476,567
OPERATING EXPENSES			
110-Wages and salaries	\$676,471	\$448,479	\$227,992
132-Benefits	\$136,742	\$95,462	\$41,280
136-WCB contributions	\$11,004	\$4,810	\$6,194
211-Travel and subsistence	\$5,500	\$2,400	\$3,100
212-Promotional expense	\$2,000	\$37	\$1,963
214-Memberships & conference fees	\$1,880	\$2,600	(\$720)
215-Freight	\$3,000	\$1,491	\$1,509
216-Postage	\$4,000	\$302	\$3,698
217-Telephone	\$1,080	\$523	\$557
221-Advertising	\$3,000	\$300	\$2,700
232-Legal fee		\$2,775	(\$2,775)
235-Professional fee	\$20,000	\$43,297	(\$23,297)
239-Training and education	\$4,400	\$0	\$4,400
242-Computer programming	\$73,875	\$19,754	\$54,121
255-Repair & maintenance - vehicles	\$1,800	\$148	\$1,652
258-Contract graders	\$180,000	\$139,235	\$40,765
263-Rental - vehicle and equipment	\$12,000	\$7,692	\$4,308
271-Licenses and permits	\$8,000		\$8,000
274-Insurance	\$5,060	\$4,207	\$853
511-Goods and supplies	\$12,000	\$14,801	(\$2,801)
521-Fuel and oil	\$2,500	\$2,081	\$419
Non-TCA projects	\$362,384	\$49,974	\$312,410
TOTAL EXPENSES	<u>\$1,526,696</u>	<u>\$840,368</u>	<u>\$686,328</u>
Excluding Requisitions	\$1,526,696	\$840,368	\$686,328
995-Amortization of TCA	<u>\$11,998</u>	<u>\$0</u>	<u>\$11,998</u>
TOTAL EXPENSES	<u>\$1,538,694</u>	<u>\$840,368</u>	<u>\$698,326</u>
EXCESS (DEFICIENCY)	<u>(\$799,309)</u>	<u>(\$577,550)</u>	<u>(\$221,759)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
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	\$38,566	\$37,066	\$1,500
930-Contribution from Operating Reserves	\$89,055		\$89,055
TOTAL REVENUE	<u>\$298,686</u>	<u>\$179,149</u>	<u>\$119,537</u>
Excluding Requisitions	\$298,686	\$179,149	\$119,537
OPERATING EXPENSES			
110-Wages and salaries	\$252,832	\$230,570	\$22,262
132-Benefits	\$45,398	\$40,913	\$4,485
136-WCB contributions	\$4,425	\$1,798	\$2,627
211-Travel and subsistence	\$9,940	\$3,499	\$6,441
212-Promotional expense	\$2,000	\$1,497	\$503
214-Memberships & conference fees	\$2,870	\$1,060	\$1,810
217-Telephone	\$2,760	\$1,562	\$1,198
221-Advertising	\$500	\$229	\$271
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$65,600	\$61,921	\$3,679
239-Training and education	\$1,050	\$385	\$665
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500	\$0	\$500
253-Repair & maintenance - equipment	\$6,500	\$1,118	\$5,382
255-Repair & maintenance - vehicles	\$7,200	\$2,058	\$5,142
259-Repair & maintenance - structural	\$276,500	\$144,081	\$132,419
260-Roadside Mowing & Spraying	\$415,133	\$309,637	\$105,496
263-Rental - vehicle and equipment	\$22,136	\$19,968	\$2,168
274-Insurance	\$17,000	\$14,661	\$2,339
511-Goods and supplies	\$10,900	\$4,250	\$6,650
521-Fuel and oil	\$10,000	\$11,592	(\$1,592)
531-Chemicals and salt	\$95,000	\$93,966	\$1,034
735-Grants to other organizations	\$148,500	\$136,910	\$11,590
Non-TCA projects	\$81,221	\$30,856	\$50,365
TOTAL EXPENSES	<u>\$1,506,965</u>	<u>\$1,112,532</u>	<u>\$394,433</u>
Excluding Requisitions	\$1,506,965	\$1,112,532	\$394,433
995-Amortization of TCA	<u>\$46,113</u>	<u>\$0</u>	<u>\$46,113</u>
TOTAL EXPENSES	<u>\$1,553,078</u>	<u>\$1,112,532</u>	<u>\$440,546</u>
EXCESS (DEFICIENCY)	<u>(\$1,254,392)</u>	<u>(\$933,383)</u>	<u>(\$321,009)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
424-Sale of land	\$10,000	\$0	\$10,000
522-Municipal reserve revenue	\$150,000	\$33,320	\$116,680
525-Subdivision fees	\$75,000	\$53,399	\$21,601
597-Other revenue		\$0	\$0
TOTAL REVENUE	<u>\$235,000</u>	<u>\$86,719</u>	<u>\$148,281</u>
Excluding Requisitions	\$235,000	\$86,719	\$148,281
OPERATING EXPENSES			
110-Wages and salaries	\$212,675	\$193,663	\$19,012
132-Benefits	\$39,793	\$40,208	(\$415)
136-WCB contributions	\$3,424	\$1,512	\$1,912
211-Travel and subsistence	\$2,000	\$1,187	\$813
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	\$17,645	\$12,355
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	\$4,500	\$900
511-Goods and supplies	\$4,000	\$1,000	\$3,000
763/764-Contributed to Reserve	\$150,000		\$150,000
TOTAL EXPENSES	<u>\$478,677</u>	<u>\$267,894</u>	<u>\$210,783</u>
Excluding Requisitions	\$478,677	\$267,894	\$210,783
TOTAL EXPENSES	<u>\$478,677</u>	<u>\$267,894</u>	<u>\$210,783</u>
EXCESS (DEFICIENCY)	<u>(\$243,677)</u>	<u>(\$181,175)</u>	<u>(\$62,502)</u>

Mackenzie County
71-Recreation Department

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
930-Contribution from Operating Reserves	\$6,000	\$0	\$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	\$1,004,795	\$61,993
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	\$1,134,447	\$100,348
Excluding Requisitions	\$1,234,795	\$1,134,447	\$100,348
995-Amortization of TCA	\$486,433	\$0	\$486,433
TOTAL EXPENSES	\$1,721,228	\$1,134,447	\$586,782
EXCESS (DEFICIENCY)	(\$1,715,228)	(\$1,134,447)	(\$580,782)

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
420-Sales of goods and services	\$91,000	\$39,421	\$51,579
930-Contribution from Operating Reserves	\$34,400	\$0	\$34,400
TOTAL REVENUE	\$125,400	\$39,421	\$85,979
Excluding Requisitions	\$125,400	\$39,421	\$85,979
OPERATING EXPENSES			
110-Wages and salaries	\$144,283	\$79,376	\$64,907
132-Benefits	\$22,650	\$16,456	\$6,194
136-WCB contributions	\$2,524	\$1,026	\$1,498
211-Travel and subsistence	\$2,400	\$618	\$1,782
214-Memberships & conference fees	\$1,720		\$1,720
215-Freight	\$1,100		\$1,100
217-Telephone	\$500	\$1,078	(\$578)
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	\$527	\$8,473
253-Repair & maintenance - equipment	\$8,950	\$1,562	\$7,388
255-Repair & maintenance - vehicles	\$12,600	\$5,213	\$7,387
258-Contract graders	\$97,000	\$68,435	\$28,565
259-Repair & maintenance - structural	\$94,000	\$35,081	\$58,919
266-Communications	\$1,000	\$0	\$1,000
271-Licenses and permits	\$1,000	\$0	\$1,000
272-Damage claims		\$577	(\$577)
274-Insurance	\$3,122	\$2,811	\$311
511-Goods and supplies	\$35,300	\$19,559	\$15,741
521-Fuel and oil	\$400	\$33	\$367
534-Gravel (apply; supply and apply)	\$10,000	\$0	\$10,000
543-Natural gas	\$776	\$512	\$265
544-Electrical power	\$1,232	\$1,361	(\$129)
Non-TCA projects	\$24,400	\$15,386	\$9,014
TOTAL EXPENSES	\$497,957	\$249,610	\$248,347
Excluding Requisitions	\$497,957	\$249,610	\$248,347
995-Amortization of TCA	\$113,638	\$0	\$113,638
TOTAL EXPENSES	\$611,595	\$249,610	\$361,985
EXCESS (DEFICIENCY)	(\$486,195)	(\$210,189)	(\$276,007)

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES	<u>0</u>	<u>0</u>	<u>0</u>
OPERATING EXPENSES			
212-Promotional expense	\$11,000	\$2,348	\$8,652
214-Memberships & conference fees	\$12,500	\$12,500	\$0
221-Advertising	\$5,000	\$4,800	\$200
TOTAL EXPENSES	<u>\$28,500</u>	<u>\$19,648</u>	<u>\$8,852</u>
Excluding Requisitions	<u>\$28,500</u>	<u>\$19,648</u>	<u>\$8,852</u>
TOTAL EXPENSES	<u>\$28,500</u>	<u>\$19,648</u>	<u>\$8,852</u>
EXCESS (DEFICIENCY)	<u>(\$28,500)</u>	<u>(\$19,648)</u>	<u>(\$8,852)</u>

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
940-Contribution from Capital Reserves	\$20,000		\$20,000
TOTAL REVENUE	\$20,000	\$0	\$20,000
Excluding Requisitions	\$20,000	\$0	\$20,000
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$2,500		\$2,500
274-Insurance	\$2,192	\$3,045	(\$853)
735-Grants to other organizations	\$262,059	\$255,114	\$6,945
Non-TCA projects	\$20,000		\$20,000
TOTAL EXPENSES	\$286,751	\$258,158	\$28,593
Excluding Requisitions	\$286,751	\$258,158	\$28,593
TOTAL EXPENSES	\$286,751	\$258,158	\$28,593
EXCESS (DEFICIENCY)	(\$266,751)	(\$258,158)	(\$8,593)

Investment Report for Period Ending August 31, 2022

Reconciled Bank Balance on August 31, 2022

Reconciled Bank Balance 31-Aug-22 \$ 12,382,059

Investment Values on August 31, 2022

Short term T-Bill (1044265-26)	\$ 253,773.67
Long term investments (EM0-0374-A)	\$ 8,803,846.46
Short term notice on amount 31 days	\$ 6,217,625.52
Short term notice on amount 31 days (Mitigation)	\$ 8,239,526.47
Short term notice on amount 60 days	\$ 4,042,980.62
Short term notice on amount 90 days	\$ 2,059,493.83
60 Day Non Redeemable GIC	\$ 4,000,000.00
90 Day Non-Redeemable GIC	\$ 4,000,000.00
Vision Credit Union - 2 year	\$ 2,180,252.05

Total Investments **\$ 39,797,499**

Total Bank Balance and Investments **\$ 52,179,558**

These balances include 'market value changes'.

Revenues

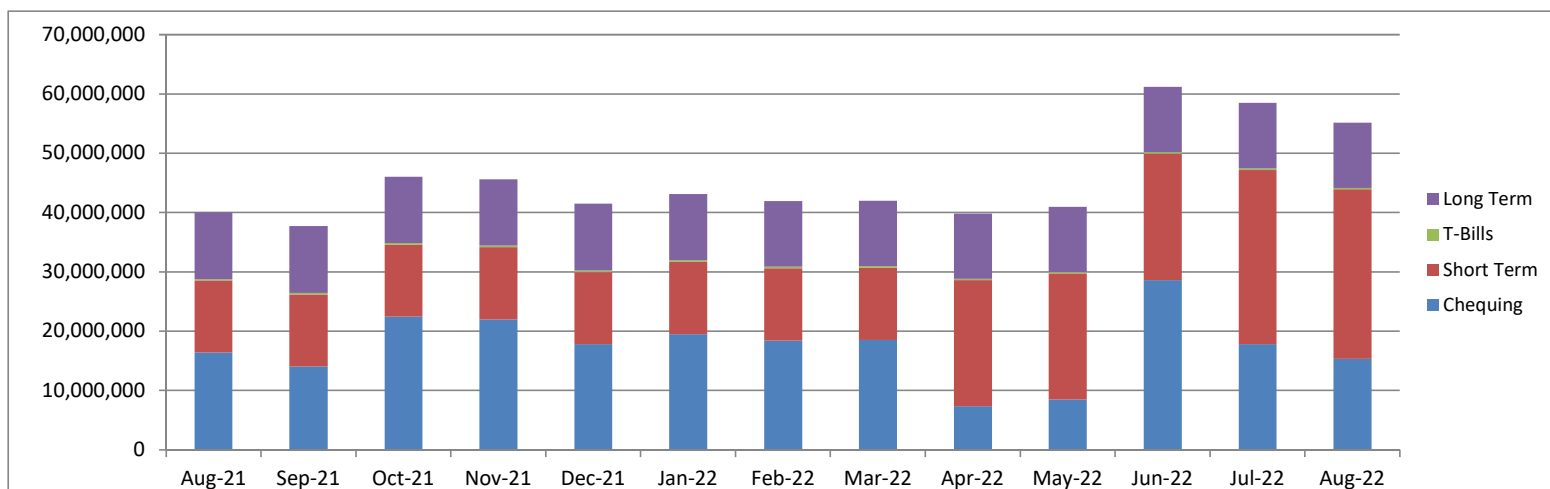
Interest received from investments
Interest accrued from investments but not received.

Total YTD	Short Term YTD	Long Term YTD
\$ 271,591.81	\$ 121,467.66	\$ 150,124.15
\$ 109,275.16	\$ -	\$ 109,275.16
\$ 380,866.97	\$ 121,467.66	\$ 259,399.31

Interest received, chequing account
Total interest revenues before investment manager fees
Deduct: investment manager fees for investments
Total interest revenues after investment manager fees

\$ 196,543.13	\$ 196,543.13	
\$ 577,410.10	\$ 318,010.79	\$ 259,399.31
\$ (17,597.69)		\$ (17,597.69)
\$ 559,812.41	\$ 318,010.79	\$ 241,801.62

Balances in the Various Accounts - Last 13 Months



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	1,752	1,752	123,248			50,000			75,000	GOR	CM 21-09-660
Total department 12	125,000	125,000	1,752	1,752	123,248	-	-	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	GOR	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	GOR	
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	GOR	
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	GOR	
Water Diversion License Review	55,000	29,170	32,100	6,270	22,900						29,170	GOR	CM 21-12-837 ADDED \$10k from GOR
Total department 41	255,000	220,080	41,190	6,270	213,810	-	-	-	-	-	220,080	-	220,080
(61) - Planning & Development Department													
Municipal Development Plan	305,000	36,384	295,280	26,664	9,720						36,385	GOR	20-08-494
LC - Atlas Landing Dispositions (2022)	25,000	25,000	23,310	23,310	1,690						25,000	GOR	
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	318,590	49,974	312,410	-	-	-	-	-	362,385	-	362,385
(63) - Agricultural Services Department													
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000						30,000	GOR	Motion 18-08-589
FV - 2022 Agricultural Fair & Tradeshow (2022)	51,221	51,221	30,856	30,856	20,365				38,566		12,655	GOR	CM 22-04-324, CM 22-08-550
Total department 63	81,221	81,221	30,856	30,856	50,365	-	-	-	38,566	-	42,655	-	81,221
(72) - Parks													
LC Walking Trail	6,000	6,000	-	-	6,000						6,000	GOR	
La Crete Walking Trail LOC	15,400	15,400	15,386	15,386	14						15,400	GOR	CM 22-02-107
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000						3,000	GOR	This may require potential expenditures in 2020+
Total department 72	24,400	24,400	15,386	15,386	9,014	-	-	-	-	-	24,400	-	24,400
(74) - Library													
LC Library - Building Extension Engineering	20,000	20,000	-	-	20,000						20,000	GCR	CM 22-08-552
Total department 63	20,000	20,000	-	-	20,000	-	-	-	-	-	20,000	-	20,000
TOTAL 2022 ONE TIME Projects	1,248,221	902,392	450,067	104,238	798,154	-	-	50,000	53,566	-	798,828	-	902,394
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	\$	103,566
Municipal Reserve	\$	301,000
General Operating Reserve	\$	477,828
General Capital Reserve	\$	20,000
Total	\$	902,394

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)	Debtenture	
(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 Mitigation (2021)	15,814,830	11,518,983	7,971,033	3,675,186	7,843,797			10,281,519	627,540		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, CM 22-08-548
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	100,971	100,971	6,029		79,000				GCR	28,000		CM 22-04-304
FV-Interim Housing Project (2022)	500,000	500,000	372,834	372,834	127,166						GCR	500,000		CM 22-05-365
Total department 12	16,568,030	12,272,183	8,533,021	4,237,174	8,035,009	-	141,500	10,281,519	637,540	-	-	1,211,624	-	12,272,183
(23) - Fire Department														
FV - Training Facility (CF 2017)	20,000	1,733	18,267	-	1,733				383		GCR	1,350		Other Sources - VFVD 50%
LC - Air Compressor - Bottle Filling Station (2022)	92,281	92,281	92,580	92,580	(299)		87,000				GOR	5,281		cm 22-08-538
LC - Training Grounds	33,000	33,000	-	-	33,000				16,500		GCR	16,500		CM 22-07-501 Other Source LCFD
Total department 23	145,281	127,014	110,847	92,580	34,434	-	87,000	-	16,883	-	-	23,131	-	127,014
(32) - Transportation Department														
Gravel Reserve (CF 2014)	150,000	92,357	123,716	66,073	26,284						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	829,108	163,121	336,878						GCR/RDR	500,000		
30 m Right of way for road widening - various locations (2021)	200,000	194,209	95,130	89,339	104,870						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 21-04-486, 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				6,500		GCR	15,000		
Truck - Director of Utilities (2022)	42,000	42,000	38,248	38,248	3,752				42,000					
10" pump x 2 (2022)	180,000	180,000	178,463	178,463	1,537						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	116,402	116,402	58,598		175,000							CM 22-06-486
Zama Pavement Repair (2022)	1,000,000	1,000,000	82,119	82,119	917,881			1,000,000						
BF 78209 NW 17 105 14 WSM - 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	14,575	14,575	235,425			250,000						
Machesis Lake - Road Rebuild and section Repairs (2022)	100,000	100,000	-	-	100,000			100,000						
Blue Hills - Road Rebuild and section Repairs (2022)	125,000	125,000	86,300	86,300	38,700							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	-							40,000		
LC - RR 181 Culvert Replacement (2022)	198,275	198,275	198,275	198,275	-						RDR	198,275		CM 22-04-273
Electrical Vehicle Charging Stations (2022)	179,010	179,010	-	-	179,010			179,010						CM 22-04-316
Rebuild Rge Rd 155	800,000	800,000	5,690	5,690	794,310		193,944	400,000			SWMR	206,056		CM 22-06-483, 22-07-522
101 Avenue Asphalt	80,907	80,907	-	-	80,907				24,273		RR	56,634		CM 22-08-553
BF 81124	500,000	500,000	-	-	500,000			375,000			RR	125,000		CM 22-08-555
Total department 32	9,978,779	8,807,977	2,412,815	1,242,013	7,565,964	1,353,944	4,250,136	554,010	709,773	-	-	1,940,115	-	8,807,978
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 Insulation & Radiant Heat Pole Building (2022)	50,000	50,000	41,330	41,330	8,670		50,000							
Total department 33	310,000	310,000	41,330	41,330	268,670	50,000	-	-	-	-	-	260,000	-	310,000
(41) - Water Treatment & Distribution Department														
LC - Well Number 4 (CF 2016)	1,348,966	977,697	562,390	191,121	786,576			491,835			GCR	485,863		20-12-763
ZA - Water Treatment Plant Upgrading (CF 2017)	1,153,569	879,324	923,221	648,976	230,348			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	306,369	255,483	18,131		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	118,081	74,844	158,810						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	17,200	17,200	46,800						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	2,829,695	1,433,523	2,282,182	-	954,336	978,672	-	-	-	1,782,699	-	3,715,707

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)	Debtenture	
(42) - Sewer Disposal Department														
LC - North Storm-Pond A (2021)	1,270,000	855,790	832,259	418,049	437,741						WTRSWR	170,000	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	2,496,000	2,081,790	832,259	418,049	1,663,741	-	-	1,226,000	-	-	-	170,000	685,790	2,081,790
(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 Drainage 2022	188,000	188,000	18,921	18,921	169,079						SWMR	188,000		CM 22-06-485
Total department 63	1,369,000	226,019	1,161,902	18,921	207,098	-	-	-	-	-	-	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	6,325	6,325	3,675						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)	5,789,274	1,596,059	4,675,449	482,234	1,113,825			1,596,059						CM 21-06-485, CM 22-02-111, 22-04-260, 22-08-
FV - Community Hall Air Conditioning (2022)	50,000	50,000	50,000	50,000	-						GCR	50,000		
FV - Main lobby epoxy floor (2022)	8,400	8,400	-	-	8,400						GCR	8,400		
FV - Roof leak exploration and repair (2022)	15,000	15,000	-	-	15,000						GCR	15,000		
LC - Ball Diamond Water Line (2022)	6,000	6,000	5,478	5,478	522		6,000							
LC - 3 new industrial snowblowers for outdoor rinks (2022)	12,329	12,329	5,671	5,671	6,658						RBLC	12,329		CM 22-06-432
LC - New beach volleyball court (2022)	10,000	10,000	10,000	10,000	-		10,000							
LC - Replace concrete pad by shop door (2022)	7,500	7,500	6,280	6,280	1,220						GCR	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							\$ took from Alberta Tourism Grant - DIRECTOR
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				8,329		RBLC	5,671		CM 22-06-432
Total department 71	6,470,083	2,101,103	5,076,183	707,203	1,393,900	53,000	68,121	50,000	1,803,983	-	-	126,000	-	2,101,104
(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	37,000	37,000	-	-	37,000						GOR	37,000		
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 (25,000 GOR) cm21-07-518
Streetscape - La Crele	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	10,029	10,029	15,365						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	865,349	568,594	343,302	46,547	522,047	17,955	-	-	-	-	-	550,640	-	568,595
TOTAL 2022 Capital Projects	43,353,007	30,235,359	21,364,242	8,249,703	21,985,656	1,474,899	5,521,593	13,090,201	3,168,179	-	-	6,294,703	685,790	30,235,365

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 Force-main (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	CONTINGENT	

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

CCBF & MSI	\$	6,996,492
Other Grants/Sources	\$	16,258,380
General Operating Reserve	\$	1,032,709
General Capital Reserve	\$	2,151,897
Municipal Reserve	\$	89,598
Road Reserve	\$	1,234,461
Rural Water Reserve	\$	192,930
Waste/Sewer Infrastructure Reserve	\$	874,000
Surface Water Management Reserve	\$	432,075
Recreation Board Fort Vermilion	\$	19,033
Recreation Board La Crete	\$	18,000
Recreation & Parks	\$	250,000
Debenture	\$	685,790
TOTAL		30,235,365



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 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:

- September – All Councillors except Councillor Driedger

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

1241-21 Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Councillor Expense Claims for September 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Expense Claims August – 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
Tim Driedger	Municipal Planning Commission	September
Erick Carter	Municipal Planning Commission	August/September

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Bylaw 1241-21 - Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Member at Large Expense Claims for September 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Amend - Policy FIN028 Credit Card Policy

BACKGROUND / PROPOSAL:

The County provides credit cards to facilitate certain minor purchases such as authorizing travelling arrangements and associated costs, authorized conference registration fees, training fees, specialized equipment parts etc. One of the current credit cards is authorized for use in booking large volumes of hotel rooms for conferences attended by administration and/or Councillors. Due to some recent concerns, and booking problems Councillors have incurred while attending conferences, it was recommended to look at providing Councillors with their own County credit card to alleviate some of the mishaps.

Each Councillor would be required to complete all documentation to obtain a County credit card, and agree to adhere to Policy FIN028. Councillors would be required to submit original back up to all expenditures on a monthly report, very similar to their current honorariums and expense claim reporting. Administration is recommending that some Credit Card holder spending limits be amended to accommodate a credit card for each Councillor.

The current Policy does not identify Councillors as an approved holder, and would require FIN028 Credit Card Use Policy be amended (attached).

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Operating budget

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Credit Card Policy FIN028 be amended as presented/discussed.

Author: J. Batt **Review Date:** _____ **CAO** _____

Mackenzie County

Title	Credit Card Use	Policy No:	FIN028
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Legislation Reference	Municipal Government Act, Part 6, Section 248
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Purpose To establish a policy and procedure for the use of County credit cards.

Policy Statement:

The County issues credit cards to facilitate certain minor purchases such as authorized travelling arrangements and associated costs, authorized conference registration fees, training fees, specialized equipment parts etc. The County credit cards shall only be used for the purchase of goods and services for official business of Mackenzie County. Credit cards shall be used only in warranted circumstances.

Guidelines/Procedures:

1. Approval authority

A credit card shall only be issued to an employee on approval by the Chief Administrative Officer and in accordance with this policy. A credit card shall only be issued to a Councillor by resolution of Council at a Regular Council Meeting.

The CAO shall present annually to the Committee of the Whole a listing of staff /councillors that hold credit cards (including limits) issued by the County. If any changes are approved for operational reasons the CAO shall report this changes to the next scheduled Committee of the Whole meeting.

2. Authorized credit limit

~~The CAO shall include the combined authorized limit of all approved individuals cards when reporting to the Committee of the Whole. The individual card limits shall be set in consideration within the financial limits approved within the Purchasing Authority Directive and Tendering Policy FIN025.~~

In accordance with the financial limits set within Policy FIN025 - Purchasing Authority Directive, the CAO shall present a list of all individual card holders and limits to the Committee of the Whole.

3. Allowable Purchases

The allowable purchase limits shall be within the individual's purchasing authorities as outlined in the Purchasing Authority Directive and Tendering

Policy FIN025 and/or as authorized by the Chief Administrative Officer and as approved in the County's budgets.

4. Loyalty or Reward Points

- 4.1 Loyalty points or rewards accrued or earned by the use of a County credit card shall accrue to Mackenzie County.
- 4.2 Loyalty points or rewards accrued to an employee that are not directly attributed to a County credit card are excluded from this policy.
- 4.3 Redemption of loyalty points or rewards accrued under a County credit card is limited to business purposes.
- 4.4 Employees are encouraged to use a County credit card instead of a personal credit card for business expenses.
- 4.5 Authorized uses of loyalty points or rewards may include:
 - offset to (reduction of) the cost of future work-related travel;
 - door prizes for ratepayers' meetings;
 - employee gifts or awards (as per Years of Service Award Program Policy ADM011);
 - prizes for the County's annual charity golf tournament; and
 - volunteer recognition in the local not-for-profit sector.
- 4.6 Redemption of loyalty points or rewards shall be reported at the first Committee of the Whole meeting after the points or rewards were redeemed.
- 4.7 Loyalty points or rewards can only be redeemed via ATB's online rewards website. Access to the County's rewards account shall be limited to the Chief Administrative Officer or Director of Finance.

5. Responsibility of Credit Cardholders

- 5.1 An employee/**councillor** shall be required to enter into a Cardholder Agreement presented as Schedule A.
- 5.2 The employee/**councillor** shall ensure that all credit card purchases are in compliance with the County's Purchasing Authority Directive and Tendering Policy FIN025.
- 5.3 A credit card shall only be used by the employee/**councillor** to whom the card is issued.
- 5.4 The employee/**councillor** issued the credit card is responsible for its protection and custody.

- 5.5 The employee/councillor using the credit card must submit all receipts, including documentation detailing the goods and services purchased, the associated costs, date of the purchase and the official business explanation.
- 5.6 The above said receipts and documentation must be submitted to the Finance Department along with completed Schedule B form, in a timely manner to reconcile against the monthly credit card statement.
- 5.7 A credit card shall not be used for cash advances, personal use or any other type of purchase not permitted under the County's purchasing ordinance.
- 5.8 Lost or stolen credit card shall be immediately reported to both ATB Financial and the Chief Administrative Officer.

~~5.9—An employee must immediately surrender the card upon termination of employment. The County reserves the right to withhold the final payroll payout until the card is surrendered.~~

All authorized cardholders must immediately surrender their assigned credit card upon resolution of Council, or conclusion of employment, or term with the County. The County reserves the right to withhold the final payroll payout until the card is surrendered.

6. Non-Compliance

- 6.1 Violation of the policy may result in revocation of a credit card use privileges.
- ~~6.2—An employee found guilty of unauthorized use of a County credit card may be subject to disciplinary action up to and including termination and legal action under the Provincial Statutes.~~

Unauthorized use of a County credit card may be subject to loss of credit card privileges, and may be subject to disciplinary action for employees.

- 6.3 An employee/councillor shall be required to reimburse the County for all costs associated with improper use through direct payment and/or authorize payroll deduction for reimbursement of costs.

7. Internal Controls

- ~~7.1—The County Chief Administrative Officer is the administrator of this policy and shall be responsible for the issuance and retrieval of assigned credit cards to personnel and generally for overseeing compliance with this policy.~~
- 7.2 Director of Finance shall be responsible for :

- a) Assisting and maintaining record of issuance and retrieval of credit cards and overseeing compliance with this policy.
- b) Accounting and payment of expenses.
- c) Reconciliation of receipts and documentation to the monthly statements (See Schedule B for example).
- d) Presentation of the monthly credit cards statements to the Committee of the Whole.
- e) Maintaining a record of loyalty points that accumulate on the County's credit card account, and the applications of those points.
- f) Referring all non-authorized use of loyalty points or rewards to the Committee of the Whole for review, ~~and denial,~~ or approval.

	Date	Resolution Number
Approved	2010-12-14	10-12-1109
Amended	2012-10-09	12-10-651
Amended	2014-04-28	14-04-286
Amended	2014-05-13	14-05-332
Amended	2015-09-08	15-09-614
Amended	2016-08-24	16-08-646
Amended	2016-12-13	16-12-909
Amended	2017-12-12	17-12-913
Amended	2019-02-12	19-02-061
Amended	2021-05-11	21-05-402
Amended	2022-06-22	22-06-466
Amended		

Sample Report to the Committee of the Whole

Position	Credit Card Limit
Chief Administrative Officer	\$45,000 \$30,000
Director of Community Services	\$10,000
Director of Finance	\$10,000
Manager of Legislative & Support Services	\$10,000
Director of Operations	\$10,000
Director of Projects and Infrastructure	\$10,000
Director of Utilities	\$10,000
Agriculture Field Man	\$7,500
Fleet Maintenance Manager	\$7,500
Director of Planning & Agriculture	\$7,500
IT Specialist	\$7,500
Administrative Assistant (<i>for travel arrangements</i>)	\$30,000 \$20,000
Councillor Knelsen (Ward 1)	\$2,500
Councillor D. Derksen (Ward 2)	\$2,500
Councillor P. Braun (Ward 3)	\$2,500
Councillor D. Driedger (Ward 4)	\$2,500
Councillor E. Peters (Ward 5)	\$2,500
Councillor G. Smith (Ward 6)	\$2,500
Councillor C. Cardinal (Ward 7)	\$2,500
Councillor W. Sarapuk (Ward 8)	\$2,500
Councillor J. Bateman (Ward 9)	\$2,500
Councillor L. Wardley (Ward 8)	\$2,500
TOTAL	\$165,000

Schedule A

Credit Cardholder Agreement

Requirements for use of the County Credit Card:

1. The credit card is to be used only to make purchases at the request of and for the legitimate business benefit of Mackenzie County.
2. The credit card must be used in accordance with the provisions of the Credit Card Use Policy established by Mackenzie County, as attached hereto.
- ~~3. An employee must immediately surrender the card upon termination of employment. The County reserves the right to withhold the final payroll payout until the card is surrendered.~~

An employee/councillor must immediately surrender their assigned credit card upon resolution of Council, or conclusion of employment, or term with the County. The County reserves the right to withhold the final payroll payout until the card is surrendered.

Violations of these requirements shall result in revocation of use privileges. Employees or Councillors found to have inappropriately used the credit card will be required to reimburse the County for all costs associated with such improper use through a direct payment and/or payroll deduction. ~~Disciplinary action(s) may be taken up to and including termination of employment.~~ Mackenzie County will investigate and may commence, in appropriate cases, either disciplinary actions for employees, and/or criminal prosecution Legal action against any employee/councillor found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Number: _____

Received by: _____
Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: _____

Date: _____

CAO Approval: _____

Date: _____

(Below, for Finance Department Use Only)

Credit Card Returned



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Proposed Budget 2023 Council Meeting Dates

BACKGROUND / PROPOSAL:

As mentioned during the last Council meeting, administration is requesting that the Regular Council Meeting scheduled for October 26th be a Budget Council meeting in preparation of the 2023 budget.

Administration has attached a calendar with proposed dates, to ensure Council has allotted time to discuss both the Operating & Capital budget.

As per Policy FIN002 Budget Development (attached), below are the guideline on timing and order to be set aside for budget overview:

Step 4 - Budget Meetings

The following timing and order will be set aside for the budget review:

- a. *Operating revenues and expenditures – 1 day*
- b. *Tangible Capital Assets projects & multi-year capital plan – 2 days*
- c. *Grants to non-profit groups requests and cash requirement decision worksheet final review – 1 day*

Additional meetings may be scheduled as required. Budget meetings to be completed by December 21.

Step 5 – Formal Budget Ratification by Council first meeting in January

Administration will incorporate all changes/modifications that came about through the budget deliberations in step 4 and request formal budget ratification.

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

Budget ratification by January 15.

Administration is proposing an additional day to for both Operating & Capital, as a 3 year operating budget, and the 5 year Capital Budget require updates, and approval.

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN022 – Budget Development

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That October 26, 2022 be identified as a Budget Council meeting.

Simple Majority Requires 2/3 Requires Unanimous

That Budget Council meetings be scheduled as follows:

Wednesday, November 16, 2022
Thursday, November 17, 2022
Wednesday, December 14, 2022
Thursday, December 15, 2022.

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

Mackenzie County

Title	Budget Development	Policy No:	FIN022
Legislative Reference	Municipal Government Act, Part 8		

Purpose

To provide an efficient and effective process for the development of the yearly operating and capital budgets.

Policy Statement and Guidelines

Step 1 – Budget Guidelines

A council workshop will be held by September 15 to review the historical financial and statistical data with the CAO. The CAO will lead preparation of operating and capital budget drafts for Council's consideration which will reflect the needs of the County as expressed by Council, public or department heads.

It is important to note, that the municipality has no control over the school and senior's lodge requisitions and has always "passed through" these expenditures to the ratepayers.

Approval of budget guidelines by September 15.

Step 2 - Management Review with each functional area

Based on the guidelines established by Council, each functional group will prepare a draft budget which contains the following expenditures: operating, tangible capital assets replacements/improvements and new capital project summaries.

The CAO will meet with each of the functional area to discuss their requests and needs and make appropriate changes where necessary.

Management review to be completed by October 15.

Step 3 – Budget Compilation

Budget materials for Council's review will contain the following:

1. Summary of budget guidelines adopted by Council for the proposed year.
2. Summary of assumptions made by Administration in the preparation of the proposed budget. Items such as:

- a. Wages and benefits % and \$ increase
- b. Estimated assessment % and \$ growth
- c. General % factor used for utilities or typical expenditures
- d. Major dollar increases for “special” or known issues (e.g. insurance/debentures)
- e. Proposed staff additions and the corresponding wage and benefits etc costs
- f. New reserves or recommended changes to existing reserves
- g. The amount of engineering costs budgeted for projects that are pre-designed and will be completed in subsequent year(s)
- h. Summary of major increases or decreases for each function
- i. Any other items that would provide Council with information to make their decision making more effective and efficient
- j. Taxation review

3. Worksheets:

- a. Cash requirement decision summary
- b. Summary of total operating revenue and total expenditures
- c. Summary of total revenue and expenditures by function
- d. Water/sewer rates recalculation in order to achieve 75% recovery through the rate including long term debt interest and principle payments and excluding amortization to capital assets for these functions
- e. Summary of grant requests from community non-profit organizations
- f. Multi-year capital plan
- g. Proposed TCA (tangible capital assets) project budget for up coming year
- h. Summary of increases and decreases to reserve balances
- i. Summary of existing long term debt and proposed (if applicable)
- j. Any capital projects carry forwards (if known at this time)
- k. Supporting charts or graphs for information that will prove beneficial for budget review (e.g. assessment information)

Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.

Budget compilation to be completed by November 1.

Step 4 - Budget Meetings

The following timing and order will be set aside for the budget review:

- a. Operating revenues and expenditures – 1 day
- b. Tangible Capital Assets projects & multi-year capital plan – 2 days

- c. Grants to non-profit groups requests and cash requirement decision worksheet final review – 1 day

Additional meetings may be scheduled as required. Budget meetings to be completed by December 21.

Step 5 – Formal Budget Ratification by Council first meeting in January

Administration will incorporate all changes/modifications that came about through the budget deliberations in step 4 and request formal budget ratification.

Budget ratification by January 15.

	Date	Resolution Number
Approved	2002-09-24	02-681
Amended	2007-04-11	07-349
Amended	2011-09-13	11-09-739
Amended	2017-08-23	17-08-598

October 2022



Mackenzie County

Mackenzie County

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 Thanksgiving County Facilities Closed	11	12	13	14 Admin Operating Budget Deadline	15
16	17 Infrastructure Workshop (FV)	18	19 Council Meeting 10 am (FV)	20 Dept. Op Budget re- views	21 Dept. Op Budget re- views	22 REDI Strategic Direction Meeting 10 am (HL)
23	24	25 Organizational Council Meeting 10 am (FV)	26 Budget Council Meeting 10 am (FV) Op & NPO	27	28	29
30	31					

November 2022

Mackenzie County



Mackenzie County

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4 Admin Dead- line for Capi- tal project submissions	5
6	7	8	9	10	11 Remembrance Day County Facilities Closed	12
RMA Fall Convention (Edmonton)						
13	14	15 Council Meeting 10 am (FV)	16 Budget Coun- cil meeting— Operating & Capital	17 Budget Coun- cil meeting— Operating & Capital	18	19
20	21 ARB 9 am (FV)	22 ARB 9 am (FV)	23	24	25	26
27	28	29 Council Meeting 10 am (FV)	30			

December 2022

Mackenzie County



Mackenzie County

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13 Council Meeting 10 am (FV)	14 Budget Council meeting— Operating & Capital	15 Budget Council meeting— Operating & Capital	16	17
18	19	20	21	22	23	24
25 Christmas Day	26 Boxing Day	27 In Lieu of Christmas Day	28 Floater Day County Facilities Closed	29	30	31



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19th, 2022
Presented By:	Byron Peters, Interim Director of Operations
Title:	Electric Vehicle Charging – La Crete Location Options

BACKGROUND / PROPOSAL:

The Electric Vehicle Charging Program (EVCP) provides funding to municipalities for the installation of electric vehicle (EV) charging infrastructure on municipally-owned land to support and accelerate the adoption of EVs in Alberta. Municipalities can receive rebates for the installation of EV charging stations for use by the public and municipal vehicle fleets on municipally owned land and community gathering places such as recreation centres, libraries, town halls, curbside locations, and more.

Administration directed staff to locate a central location that was both visibly and readily accessible to the public. Each location has its own specific challenges and benefits as presented below.

Proposed Locations

Raymond Knelsen Arena - Rear	This location has the necessary power requirements but would be hidden behind the arena shielding the charger from public view. Requires an additional \$4000 for Atco changes.
Raymond Knelsen Arena - Front	This location does not have the necessary power requirements and it requires an estimated \$30,000.00 to upgrade the service in order meet the EV charger specifications. This service would only service the EV charger and have a \$850 monthly cost.
La Crete Fire Hall	This location does not have the necessary power requirements and it requires an estimated \$40,000 to \$55,000 to upgrade the service in order meet the EV charger specifications.
La Crete Library	This location does not have the necessary power requirements and it requires an estimated \$40,000 to

Author: Lucas Peters **Reviewed by:** BP **CAO:** _____

	\$55,000 to upgrade the service in order to meet the EV charger specifications.
La Crete Water Distribution Center (Old Treatment Plant)	This location has the correct power requirements for the charger. This location is not centralized but is adjacent to a large subdivision and is between two schools. Requires an additional \$5000 for a breaker compatible with the old (1970s) panel in the building.

COSTS & SOURCE OF FUNDING:

100% of original funding to come from MCCAC Grant. Additional costs to be borne by the County.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the EV charging station be installed at _____.

Author: Lucas Peters Reviewed by: BP CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	LOC Acquisition (Paramount)

BACKGROUND / PROPOSAL:

Paramount Resources is a couple years into the multi-year process of abandoning and reclaiming a significant amount of their old and/or unproductive infrastructure in the greater Zama area. This reclamation begins with the well sites and periphery infrastructure, but at some point many of the main roads and corridors will serve Paramount no purpose, and will also be reclaimed.

Reclaiming all of the roads would have an adverse affect on the region. It would eliminate the County’s ability to access the water wells that supply Zama, it would make recreational access to Bistcho Lake more difficult, and it would close down the ‘backroad’ between Zama and Chateh/Highway 35.

The majority of the reclamation work is being completed within mapped caribou habitat, adding an additional layer of complexity. However, there are also likely new opportunities/mechanisms for the County to acquire the key corridors.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
	Bylaw 1265-22
Title:	Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”.

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Plan 882 1687, Block 12, Lot 15 (1072 Aspen Drive) in Zama City from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”.

The reason for the rezoning is that the land owner would like to open a retail liquor store, which is not a use in the current zoning district.

Currently on the property there is a mobile home, two (2) sheds and a garage/workshop.

Proposed Bylaw 1265-22 was presented to the Municipal Planning Commission on September 29, 2022 where the following motion was made:

MPC 22-09-156 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 12xx-22 being a Land Use Bylaw Amendment to rezone Plan 882 1687, Block 12, Lot 15 from Zama City — Residential Business ‘Z-RB’ to Zama City Mixed Use Z-MU, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Author: J Roberts **Reviewed by:** C Smith **CAO:** _____

Options are to give first reading, defeat first reading or table the application for more information.

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the Public Hearing and adjacent landowner letters which will be borne by the applicant.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a sign on the subject property as per MGA requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1265-22 being a Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”, subject to public hearing input.

Author: J Roberts **Reviewed by:** C Smith **CAO:** _____

BYLAW NO. 1265-22
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a retail liquor store.

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

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

Plan 882 1687, Block 12, Lot 15

Within Mackenzie County, be rezoned from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU” outlined in Schedule “A” hereto attached.

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

PUBLIC HEARING held this ____ day of _____, 2022.

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

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

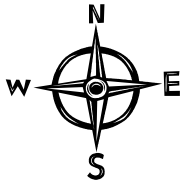
Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

BYLAW No. 1265-22

SCHEDULE "A"

1. That the land use designation of the following property known as Plan 882 1687, Block 12, Lot 15 within Mackenzie County, be rezoned:



FROM: Zama City – Residential Business “Z-RB”
TO: Zama City – Mixed Use “Z-MU”

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant 516039 Alberta Ltd		
Address:		
City/Town		
Postal Code	Phone	Cell
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner		
Address:		
City/Town		
Postal Code	Phone	Cell
Owner Email		

Legal Description of the Land Affected by the Proposed Amendment: All or Part of:

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
						882 1687	12	15

Civic Address: 1072 Aspen Drive, Zama City

Land Use Classification Amendment Proposed:

From: Zama City-Residential Business Z-RB To: Zama City-Mixed Use Z-MU

Reasons Supporting Proposed Amendment:

Would like to open a retail liquor store

I have enclosed the required application fee of: \$ 709.22 Receipt No.: _____

Applicant Signature

SEPT 12 / 2022
Date

Registered Owner Signature

Date

NOTE: Registered Owner's signature required only if different from applicant

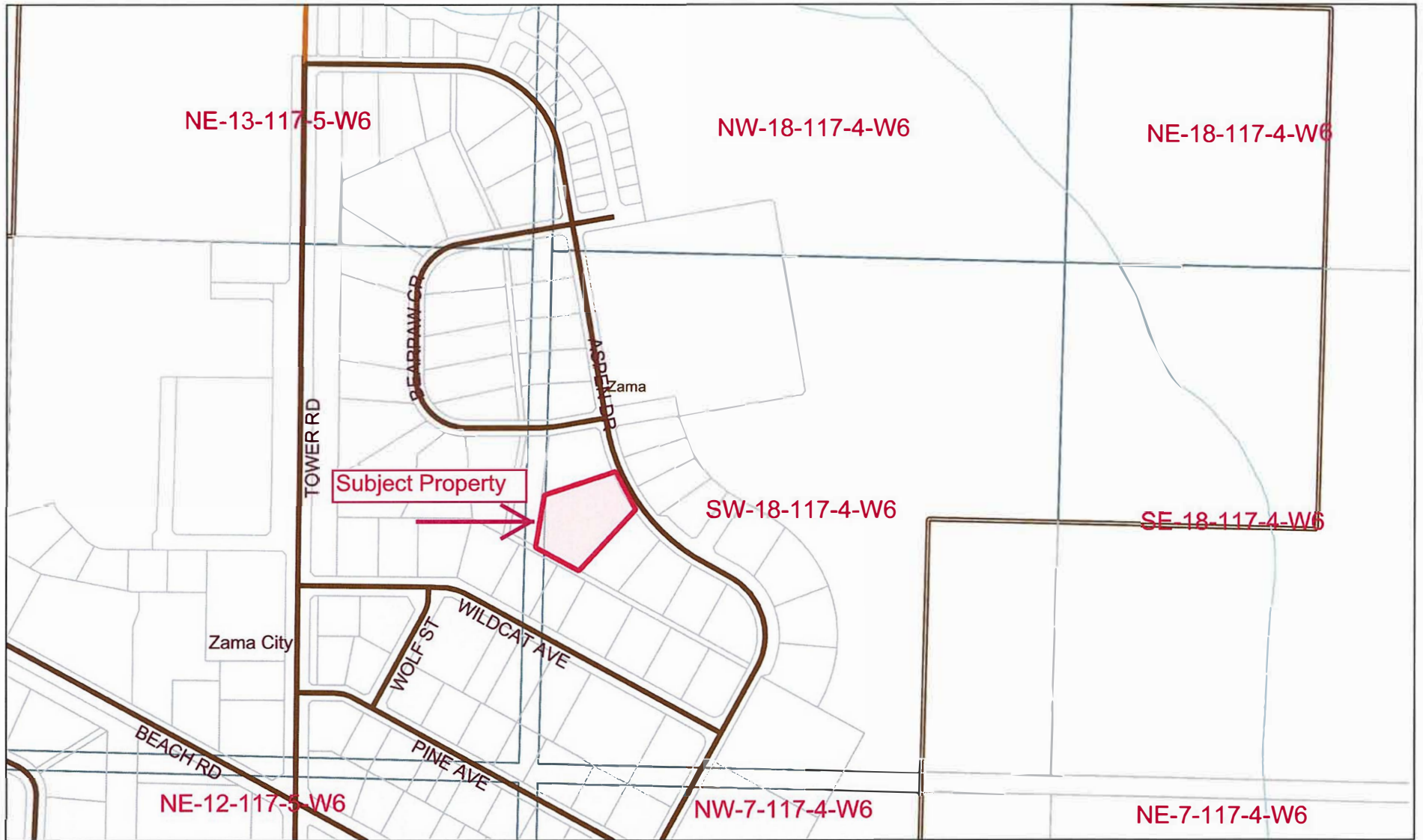
The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the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

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



Mackenzie County

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



Scale 1: 8,554

100 yd 
 100 m 

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Mackenzie County

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential “RCR3” The area to be rezoned is approximately 40.5 acres.

The reason for the rezoning is that the land owner would like to develop eleven (11) estate-like residential lots, which is not a use in the current zoning district. These individual lots are approximately 3 acres in size.

Currently the part of NW 12-105-15-W5M that he wishes to rezone is treed and unsuitable for agriculture. The developer has no plans to develop the remainder of the quarter section. The developer is aware that Alberta Transportation will need to comment and may require turning lanes.

Proposed Bylaw 1266-22 was presented to the Municipal Planning Commission on September 29, 2022 where the following motion was made:

MPC 22-09-157 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 12xx-22 being a Land Use Bylaw Amendment to rezone part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential “RCR3”, subject to public hearing input.

CARRIED

Author: J Roberts **Reviewed by:** C Smith **CAO:** _____

OPTIONS & BENEFITS:

Options are to give first reading, defeat first reading or table the application for more information.

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the Public Hearing and adjacent landowner letters which will be borne by the applicant.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a sign on the subject property as per MGA requirements.

POLICY REFERENCES:

DEV007 Rural Development Standards

RECOMMENDED ACTION:

- Simple Majority
- Requires 2/3
- Requires Unanimous

That first reading be given to Bylaw 1266-22 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”, subject to public hearing input.

Author: J Roberts **Reviewed by:** C Smith **CAO:** _____

BYLAW NO. 1266-22
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate eleven (11) estate-like residential lots.

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

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

Part of NW 12-105-15-W5M

Within Mackenzie County, be rezoned from Agriculture “A” to Rural Country Residential “RCR3” as outlined in Schedule “A” hereto attached.

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

PUBLIC HEARING held this ____ day of _____, 2022.

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

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

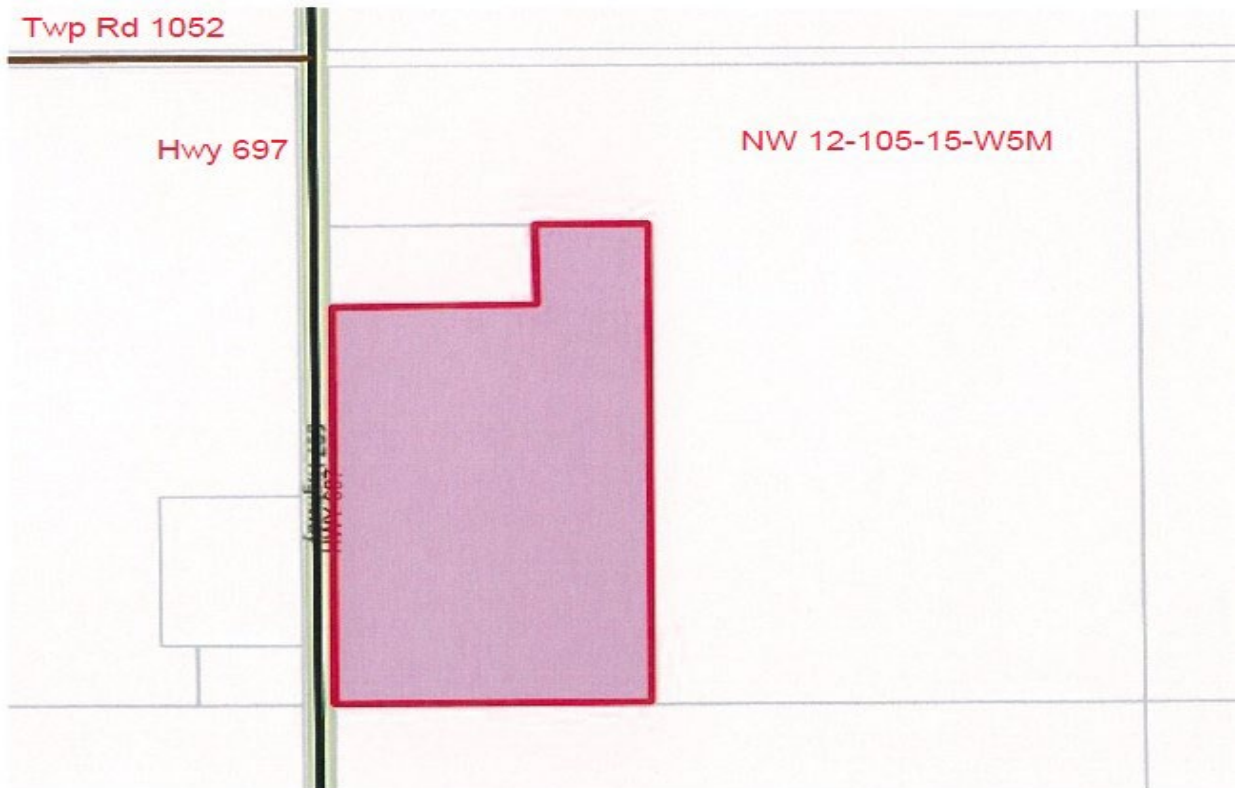
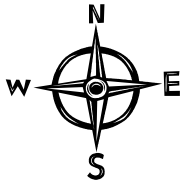
Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

BYLAW No. 1266-22

SCHEDULE "A"

1. That the land use designation of the following property known as part of NW 12-105-15-W5M within Mackenzie County, be rezoned:



FROM: Agriculture "A"

TO: Rural Country Residential "RCR3"

Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>J+R Investments</u>		
Address: .		
City/Town		
Postal Code	Phone	Cell
.	.	.
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner		
Address:		
City/Town		
Postal Code	Phone	Cell
.	.	.
Owner Email		

Legal Description of the Land Affected by the Proposed Amendment: All or Part of:

Part of

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
NW	12	105	15	5				

Civic Address: _____

Land Use Classification Amendment Proposed:

From: Agricultural "A" To: Rural Country Residential 3 "RCR3"

Reasons Supporting Proposed Amendment:

<u>11 lots - estate like living</u>

I have enclosed the required application fee of: \$400.00 Receipt No.: Invoice.
~~\$709.22~~

Applicant Signature _____ Date _____

Registered Owner Signature _____ Date 2022-09-22

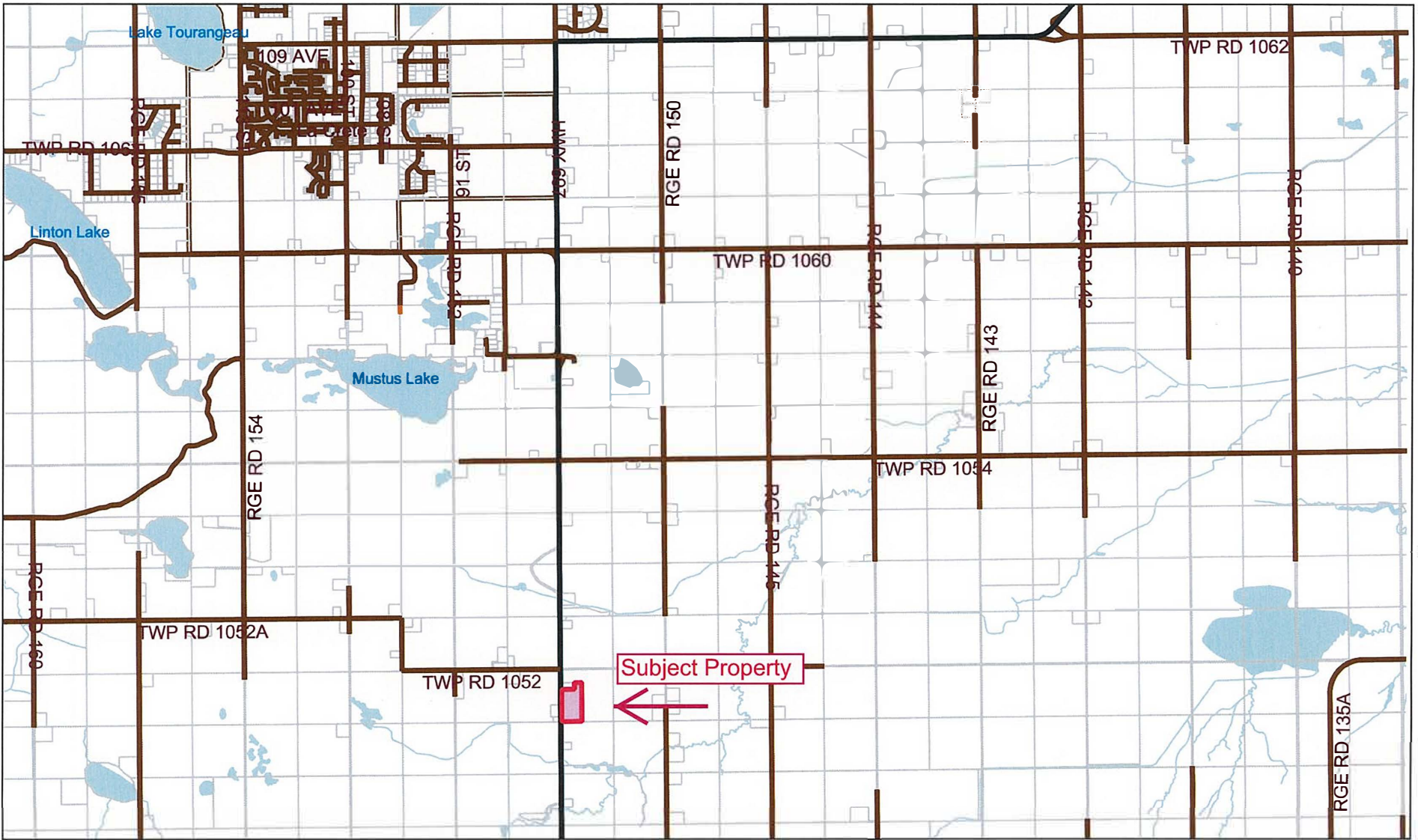
NOTE: Registered Owner's signature required only if different from applicant

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

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Mackenzie County

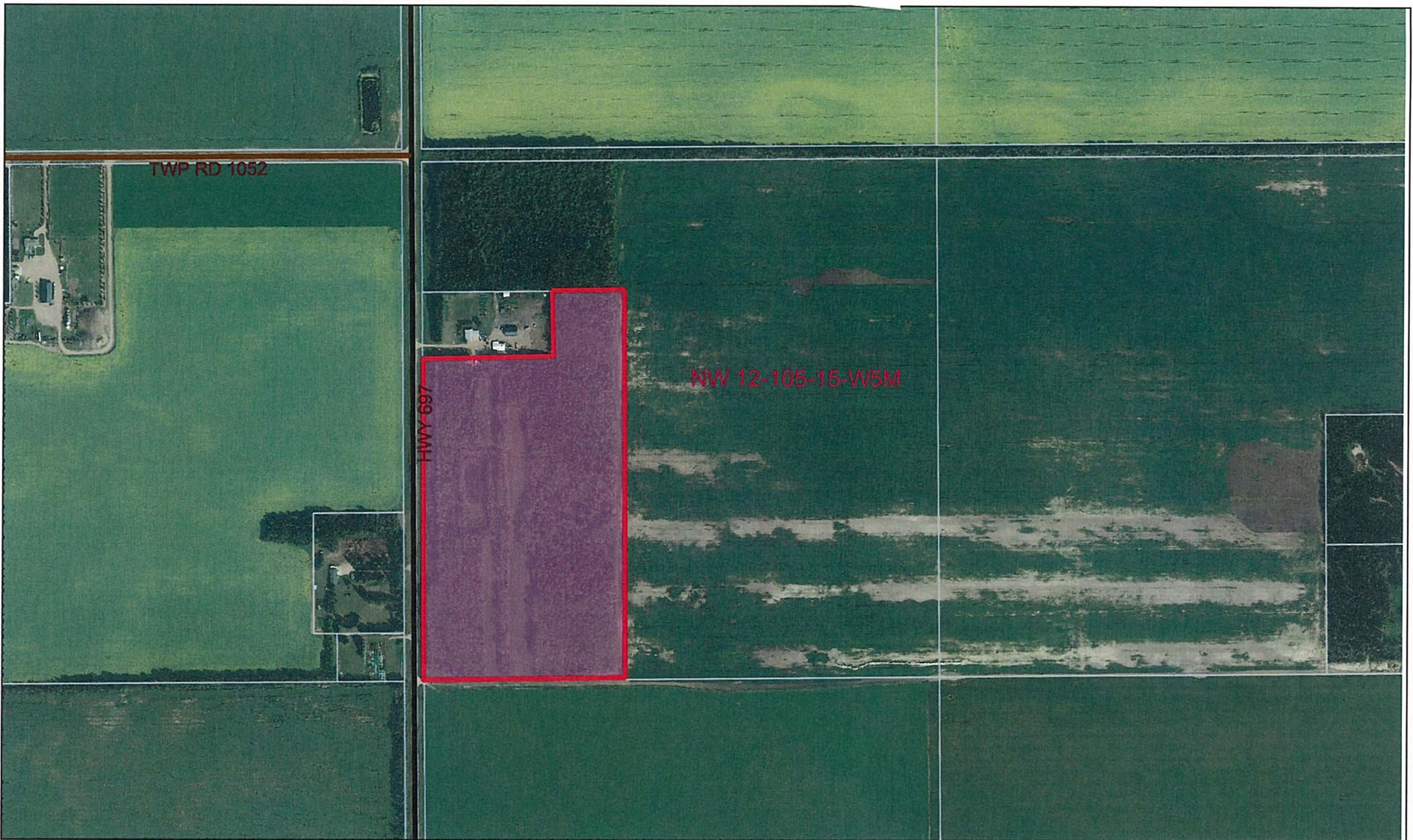


Scale 1: 85,541

1 Mi 

1 Km 

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TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF
C. of T. 062 107 532

and
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M.
Within
Mackenzie County, Alberta

Schedule of Area(s)

Contains 12 Lots and Road.
Containing 19.74 ha (48.7 Ac.)

Registered Title Encumbrances (Affecting Extent of Title)

802 062 097: Utility Right of Way - Northern Lights Gas Co-op Ltd.
032 023 175: Caveat - Right of Way Agreement - Atco Electric Ltd.
212 184 846: Utility Right of Way - Northern Lights Gas Co-op Ltd.

Notes

- Distances are in Metres and Decimals Thereof.
- Plan measurements based from a field inspection conducted on Sept 2, 2022.

Legend

Area Affected by This Plan is Outlined Thus..... **Red**
Roads Shown Thus..... **Grey**
Fence Shown Thus..... **-x-x-x-**
Gas Co-op Shown Thus..... **G**
Overhead Power Shown Thus.... **P**
Power Pole Shown Thus..... **⊕**
Water Well/Cistern Shown Thus..... **W**
Septic Tank Shown Thus.... **S**
Septic Discharge Shown Thus..... **D**

Land Owner(s)

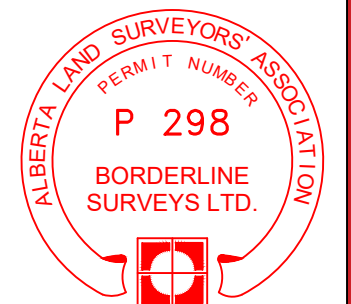
J & R Unger Investments Ltd. Isaac Giesbrecht
Helena Giesbrecht
C of T: 982 092 682 +1 C of T: 062 107 532

Site Information

Address: 105165 - Hwy 697 - C. of T. (062 107 532)

BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc.surveyor@gmail.com



PREPARED BY
Jason Coates, A.L.S.

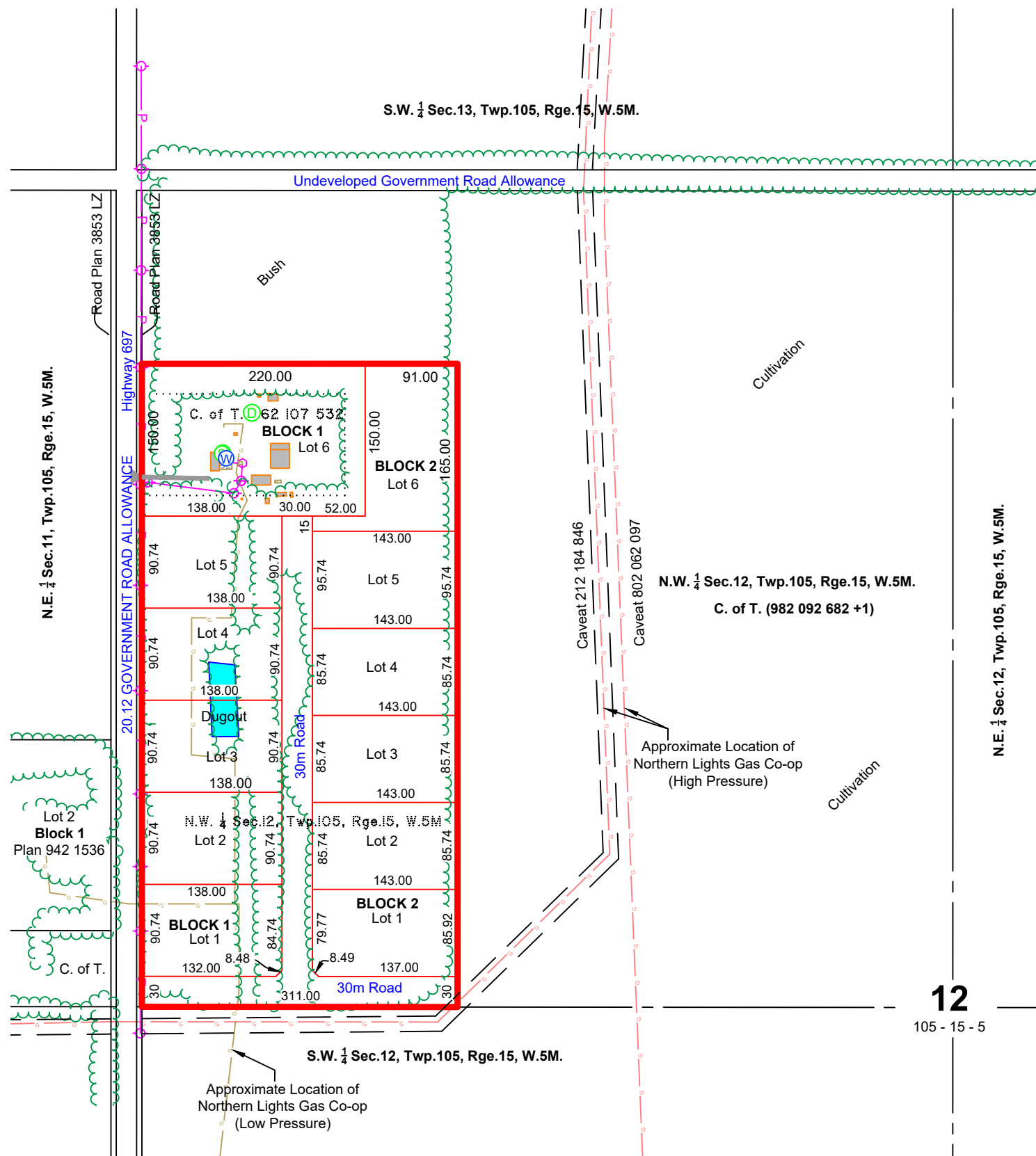
Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	AC	Sept. 9, 2022
Client File No: N/A					0 Revision
File No: 220129T		Job No: 220129		Sheet: 1 of 4	



SCHEDULE OF AREAS	
LAND DESCRIPTION	AREA REQUIRED
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M. C. of T. (982 092 682 +1)	17.74 ha
C. of T. (062 107 532)	2.00 ha
Total	19.74 ha

AREAS OF LOTS	
LOT NUMBER	AREA
Block 1, Lot 1	1.25 ha. (3.1 AC.)
Block 1, Lot 2	1.25 ha. (3.1 AC.)
Block 1, Lot 3	1.25 ha. (3.1 AC.)
Block 1, Lot 4	1.25 ha. (3.1 AC.)
Block 1, Lot 5	1.25 ha. (3.1 AC.)
Block 1, Lot 6	3.30 ha. (8.2 AC.)
Block 2, Lot 1	1.22 ha. (3.0 AC.)
Block 2, Lot 2	1.22 ha. (3.0 AC.)
Block 2, Lot 3	1.22 ha. (3.0 AC.)
Block 2, Lot 4	1.22 ha. (3.0 AC.)
Block 2, Lot 5	1.22 ha. (3.0 AC.)
Block 2, Lot 6	1.58 ha. (3.9 AC.)
Total	19.74 ha. (48.7 AC.)



SCALE 1:5000

12
105 - 15 - 5

- 2019 Development Permits 192 permits
- 2020 Development Permits 327 permits
- 2021 Development Permits 253 permits
- 2022 Development Permits 219 permits

(January to September 2022)

Issued Building Permits (Annual)

- 2018 Building Permits 153 permits (value \$22,394,765.00)
- 2019 Building Permits 160 permits (value \$18,663,160.00)
- 2020 Building Permits 288 permits (value \$22,865,960.89)
- 2021 Building Permits 215 permits (value \$61,411,419.48)
- 2022 Building Permits 128 permits (value \$25,692,436.00)

(January to September 2022)

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

New Subdivision Applications (Annual)

- 2018 applications 38 applications
- 2019 subdivisions 55 applications
- 2020 subdivisions 40 applications
- 2021 subdivisions 73 applications
- 2022 subdivisions 55 applications

(January to September 2022)

Total amount of **acres** subdivided in 2022 is **725.17 acres**

- **Total Rural:** 656 acres
 - *Vacant land: 529 acres*
 - *Existing yard sites: 127 acres*
- **Total Urban:** 69.17 acres

Author: L Washkevich Reviewed by: C Smith CAO: _____

- *Fort Vermilion: 13.8 acres*
- *La Crete: 55.37 acres*

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: L Washkevich Reviewed by: C Smith CAO: _____

Total Approved Development Permits by Year

Type of Development	2018	2019	*2020	*2021	*2022 Jan- Sept
Residential	169	180	319	231	161
Industrial & Commercial	40	34	45	40	39
Other	9	18	28	30	19
Total	218	232	392	301	219

**107 permits due to the FV Flood Recovery in 2020*

** 18 permits due to the FV Flood Recovery in 2021*



Total Approved Development Permits by Year

Type of Development	2018	2019	*2020	*2021	*2022 Jan- Sept
Residential	169	180	319	231	161
Industrial & Commercial	40	34	45	40	39
Other	9	18	28	30	19
Total	218	232	392	301	219

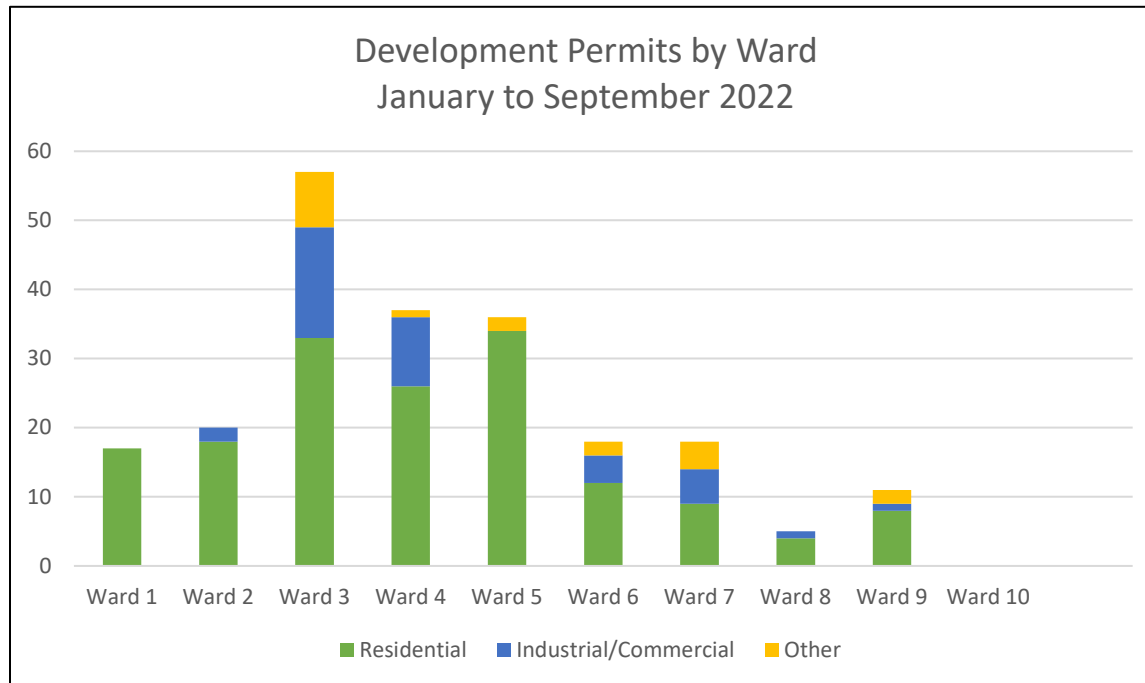
**107 permits due to the FV Flood Recovery in 2020*

** 18 permits due to the FV Flood Recovery in 2021*



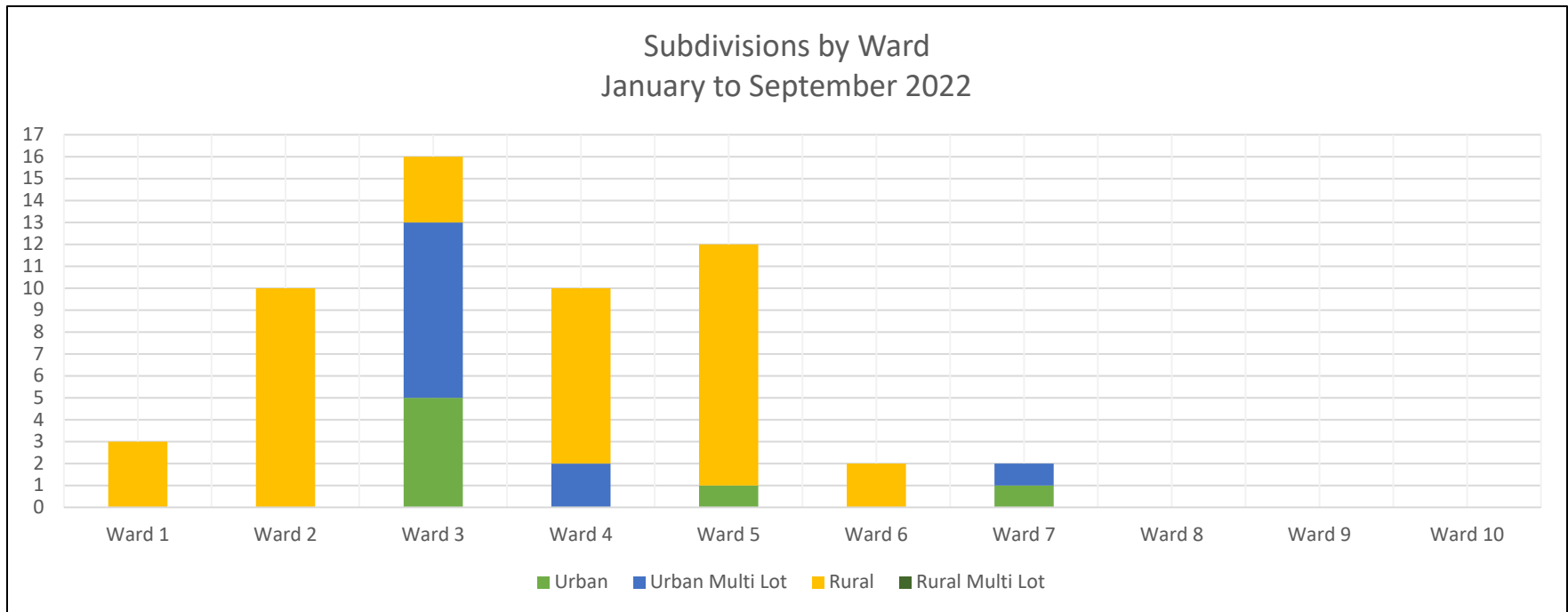
Approved Development Permits by Ward
January to September 2022

Type of Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Residential	17	18	33	26	34	12	9	4	8	0	161
Industrial & Commercial	0	2	16	10	0	4	5	1	1	0	39
Other	0	0	8	1	2	2	4	0	2	0	19
Total	17	20	57	37	36	18	18	5	11	0	219



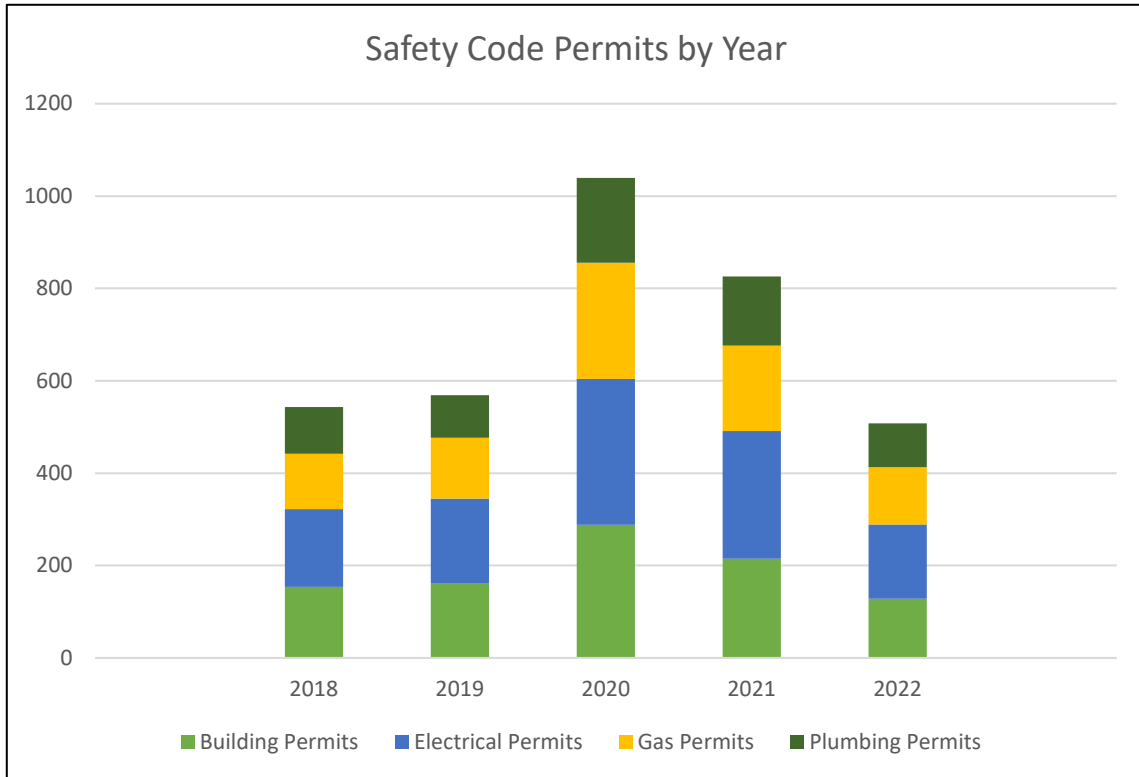
Subdivision Applications by Ward January to September 2022

Type of Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	5	0	1	0	1	0	0	0	7
Urban Multi Lot	0	0	8	2	0	0	1	0	0	0	11
Rural	3	10	3	8	11	2	0	0	0	0	37
Rural Multi Lot	0	0	0	0	0	0	0	0	0	0	0
Total	3	10	16	10	12	2	2	0	0	0	55



Total Issued Safety Code Permits by Year

Type of Safety Codes	2018	2019	2020	2021	2022 Jan-Sept
Building	154	162	288	215	128
Electrical	168	183	316	276	161
Gas	120	132	252	185	124
Plumbing	101	92	183	150	95
Total	543	569	1039	826	508





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 19, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2022-09-23 – Letter to Minister of Agriculture, Forestry and Rural Economic Development – Meeting Invite - Northern Recreation
- 2022-09-23 – Letter to Minister of Environment and Parks – Meeting Invite - Northern Recreation
- 2022-10-05 – Fort Vermilion School Division - Consultation Process for the Grade 10-12 Rocky Lane School Closure
- 2022-09-06 – Service Line Warranties of Canada Program
- 2022-10-06 – Government of Canada – Nominate an Exceptional Educator
- 2022-06-16 – La Crete Recreation Society Meeting Minutes
- 2022-08-11 – La Crete Recreation Society Meeting Minutes
- 2022-10-22 – Rocky Lane Agricultural Society – Fall Community Supper
-
-
-
-
-

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

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

N/A

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: L. Flooren Reviewed by: _____ CAO: _____

Mackenzie County Action List as of September 26, 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.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. PLS180027
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 Applications have been submitted. Waiting AEP Response.
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

Motion	Action Required	Action By	Status
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.	Caitlin/Landon	Presented at 2022-03-19 ASB Meeting – TABLED until next ASB meeting. Follow up on program timeframe. Program is now called the Next Policy Framework. There is an online option to comment and an email. Administration has sent an email requesting additional information and a contact.
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 AD Hoc Committee
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 Rg Rd 155
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. Ordered
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 Awaiting Land Titles
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 Meeting scheduled for 2022-09-07 Negotiations are in progress with landowners. Letter of Response Requested
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
November 30, 2021 Regular Council Meeting			

Motion	Action Required	Action By	Status
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 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 Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	FNC In Progress COW 22-06-073 The TCL Leases that are in the process are as follows: DML170039 FV Bridge campground REC2621 FV Rodeo grounds REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 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 Refer to Motion 22-08-569
March 8, 2022 Regular Council Meeting			
22-03-146	That administration proceed with land purchases as discussed.	Jen	In Progress Awaiting Ministerial Approval Ministerial Approval Received COMPLETE
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			

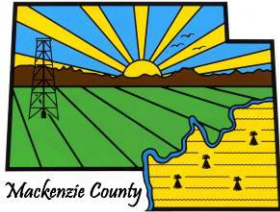
Motion	Action Required	Action By	Status
COW-22-03-019	That the Committee of the Whole receive the Municipal Development Plan Overview as discussed and a recommendation be made to bring back an updated draft for review to a future Council meeting.	Byron/Caitlin	In progress Bringing back to Council in November for 1st Reading
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Caitlin/Landon	Winter 2022
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 Letter Drafted
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	In Progress Working with Community Services Committee
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
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	In Progress Working with the RCMP
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 Will present to Council 2022-09-26 Refer to Motion 22-09-634 COMPLETE
May 25, 2022 Regular Council Meeting			
22-05-391	That administration proceed with charging those that removed gravel from the Mackenzie County gravel	James	On going

Motion	Action Required	Action By	Status
	stockpiles at market price, plus 20% including a penalty.		Refer to Motion 22-09-632 Thefts cannot be proven. Gate has been repaired at Tompkins Pit
22-05-406	That administration advertise the 140M AWD Grader publicly for sale with a reserve bid of \$ 225,000.	Willie	Pending Delivery Date Jan-Feb 2023
22-05-407	That administration advertise the 160M AWD Grader publicly for sale with a reserve bid of \$ 270,000.	Willie	Pending Delivery Date Jan-Feb 2023
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
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	Letters Sent for Invite 2022-09-23
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
22-06-482	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 In Progress

Motion	Action Required	Action By	Status
July 13, 2022 Regular Council Meeting			
22-07-496	That administration work with the developer to purchase land adequate for relocation.	Byron	In Progress
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 Presented as part of the 2023 Budget
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
22-07-516	That administration communicate with Sunnybrook Sausages regarding disposal of animal carcasses and to advertise proper disposal processes.	Caitlin	In Progress Business is not interested due to additional liability.
22-07-523	That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.	Byron	Project awarded construction underway
22-07-525	That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.	Jen	In Progress Payments received awaiting signed contract
August 17, 2022 Regular Council Meeting			
22-08-536	That administration work with Mighty Peace Fish and Game Association to keep the public fish pond lease active.	Don	
22-08-546	That administration bring back a map for reference for the proposed housing authority boundaries.	Byron	Presenting to Council 2022-09-26
22-08-556	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 and bring project forward to the 2023 Budget deliberations.	Byron	Awaiting on additional response from La Crete Coop
22-08-562	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.	Byron	In Progress Sent for Advertising Bringing to Council Meeting on 2022-10-19
22-08-569	That administration work with the local Board of Trade and Chambers of Commerce for expression of	Byron	In Progress

Motion	Action Required	Action By	Status
	interest for the 2026 Alberta Winter & Summer Games.		Letter drafted, developing survey monkey
22-08-570	That administration invite Alberta Conservation Association to a Committee of the Whole meeting to improve fish stocking ponds in the area.	Don	Will confirm once a COW Meeting is scheduled
August 30, 2022 Special Council Meeting			
22-08-590	That the Range Road 154 within TWP 108-15 Tender be retendered in 2023.	Byron	Confirm project scope during 2023 Budget discussions
22-08-591	That the Heliport Road from Range Road 18-4 to Range Road 19-0 Tender be retendered in 2023.	Byron	Confirm project scope during 2023 Budget discussions
22-08-592	That the 27th Baseline (TWP RD 1050) Tender be retendered in 2023.	Byron	Plan to retender in February 2023
September 13, 2022 Regular Council Meeting			
22-09-606	That the Surplus and Mitigation items presented during the September 13th meeting be sent to Public Auction as discussed.	Jen	In Progress
22-09-608	That administration write a letter to CN rail requesting culvert cleanups prior to spring thaw.	Byron	Emailed and drafting letter. Reeve Knelsen to meet with CN on September 21, 2022
September 26, 2022 Regular Council Meeting			
22-09-628	That third reading be given to Bylaw 1264-22 being a bylaw to appoint James Thackray to the position of Chief Administrative Officer effective September 26, 2022 for a two-year term ending December 31, 2024.	Louise	COMPLETE
22-09-631	That the Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) be TABLED to the November 15, 2022 Regular Council Meeting.	Byron	
22-09-632	That administration continue to investigate the missing gravel and take appropriate legal action.	James	Refer to Motion 22-05-391
22-09-633	That Councillor Cardinal and Councillor Smith attend a site visit regarding the flood mitigation in Fort Vermilion.	Byron	
22-09-634	That Administration develop a Residential Garbage Pick Up Tender to include both Fort Vermilion and La Crete and awarding in December 2022 to commence April 1, 2023.	Don	
22-09-635	That the 2022 Capital Budget be amended by \$295,000 for the La Crete Recreation Society Indoor Ice Rink project with all funding coming from public donations.	Jen	COMPLETE

Motion	Action Required	Action By	Status
22-09-636	That the 2022 Budget for the One Time - 2022 Agricultural Fair project be amended by \$13,316 with all funding coming from public donations.	Jen	COMPLETE
22-09-637	That Council approve writing off penalties on tax roll # 082853 in the amount of \$821.88.	Jen	COMPLETE
22-09-639	That administration research different options for the La Crete Electrical Vehicle (EV) Charger Relocations and bring back to the next Regular Council Meeting on October 19, 2022.	Byron	
22-09-641	That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.	Byron/Don	
22-09-642	That administration work with CN Rail to ensure all culvert and blockages are removed.	Byron/Caitlin	
22-09-644	That Mackenzie County support the creation of a new housing management board with requisitioning power, with requisitioning from Wards 1-5 to be allocated to the La Crete Municipal Nursing Association and Wards 6-10 to be allocated to Boreal Housing, with requisitioning being based on prior years deficit and that Mackenzie County requests representation on both La Crete Municipal Nursing Association's Board and Boreal Housing's Board.	James	
22-09-645	That Mackenzie County approve the Town of High Level's request to purchase a portion of SE-33-109-19-5 for Public Works purposes.	James	
22-09-646	That Mackenzie County supports the annexation of SE-33-109-19-5 and 7922039;1 into the Town of High Level for Public Works purposes.	Byron	



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

September 23, 2022

Email: AFRED.Minister@gov.ab.ca

The Honourable Nate Horner
Minister of Agriculture, Forestry, and Rural Economic Development
Office of the Minister
Agriculture, Forestry and Rural Economic Development
131 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MEETING INVITATION - NORTHERN RECREATION

Mackenzie County Council wishes to extend a formal invitation to meet with the Minister of Agriculture, Forestry, and Rural Economic Development in regards to Northern Recreation.

Mackenzie County's recreational options are very limited and differ greatly from the Urban areas. We currently do not have access to movie theatre's, shopping centers, indoor sports complexes along with franchise restaurants without having to take a minimum four (4) hour drive in varying weather conditions.

Recreational opportunities within Mackenzie County are heavily based on outdoor activities such as camping, fishing, skiing and sledding. Being the largest county in Alberta, we would like the opportunity to discuss and expand on areas in which we have identified as possible future expansions. As the prospects of additional recreation in our vast region are under utilized, the opportunity for expansion would greatly improve the overall health and psychological well being of our ratepayer's along with the neighbouring Towns and First Nations communities.

Thank you for your time and consideration in this matter. We look forward to scheduling a suitable time at your earliest convenience. Please feel free to contact me at (780) 926-7405 or our Interim Chief Administrative Officer, Byron Peters, at (780) 927-3718 or by email to bpeters@mackenziecounty.com

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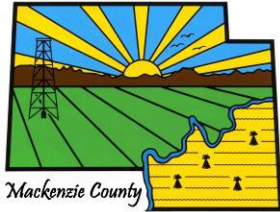
Northern Recreation
Page 2
September 23, 2022

Yours sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a prominent loop at the beginning and a trailing flourish at the end.

Josh Knelsen,
Reeve

c: Dan Williams, MLA Peace River
Mackenzie County Council
Byron Peters, Interim Chief Administrative Officer



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

September 23, 2022

Email: aep.minister@gov.ab.ca

The Honourable Whitney Issik
Minister of Environment and Parks
Office of the Minister
Environment and Parks
323 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

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Northern Recreation
Page 2
September 23, 2022

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A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a prominent loop at the beginning and a sharp end.

Josh Knelsen,
Reeve

c: Dan Williams, MLA Peace River
Mackenzie County Council
Byron Peters, Interim Chief Administrative Officer



October 5, 2022

Reeve and Council
Mackenzie County
PO Box 640
Fort Vermilion, AB
T0H 1N0

Dear Reeve and Council,

The Fort Vermilion School Division Board of Trustees at their September 28, 2022, Regular Board Meeting made the following motion:

22-09-16918 Linda Kowal moved that the Board of Trustees begin consultation on community education needs and start the Grade 10-12 school closure process for Rocky Lane School.

CARRIED

The Mackenzie County may provide a statement to the Board of Trustees of the impact the closure may have on the community. Please forward your statement to the Board of Trustees prior to November 4, 2022.

Yours truly,

Michael McMann
Superintendent

FORT VERMILION SCHOOL DIVISION
"Our Children, Our Students, Our Future"

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



WALTER SARAPUK
COUNCILLOR
COUNTY OF MACKENZIE-AB
PO BOX 640
FORT VERMILION AB T0H 1N0
CANADA

September 6, 2022

Dear Walter,

I'm reaching out to share some exciting news. The Town of Bashaw is the first Alberta municipality to offer optional repair service plans from Service Line Warranties of Canada (SLWC), an approved supplier of the Rural Municipalities of Alberta (RMA). Town officials decided to implement this program to protect homeowners from the expense and inconvenience of a water or sewer line failure.

With the economic challenges currently being faced by consumers across Canada, it is more important than ever that municipalities have solutions to ensure the safety and livability of citizens' homes and help residents avoid unexpected household repair expenses.

Offered at no cost to municipalities, the SLWC program educates homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Homeowners in participating municipalities are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$10,000 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for municipalities to participate
- Optional 5% royalty paid to municipal program partners for use of logo helps drive dollars back to the city
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

1. Program pays for the repairs, not your residents
2. Customers are provided with a 24/7/365 repair hotline staffed with live agents
3. All repairs performed to local code by rigorously vetted, licensed and insured local-area contractors
4. Encompasses all aspects of administration – educational outreach, billing, customer service, repairs, customer satisfaction measurement and partner reporting

SLWC currently partners with over 70 municipalities in Canada to offer this optional protection. To date 40,000 Canadian households have chosen to participate, purchasing over 75,000 service contracts. The program performs over 4,000 repairs annually, saving Canadian homeowners over \$5 million. The program is offered by HomeServe, a leading provider of home repair solutions in North America, with an outstanding reputation.

Enclosed is the press release announcing our new Alberta partner. We would welcome the opportunity to discuss the benefits of adopting this program for your citizens. Please feel free to reach out to Morty Smolash at mamolash@slwofc.ca or 514-894-3546 to set up a time to chat.

Sincerely,

A handwritten signature in black ink that reads "Mike Van Horne".

Mike Van Horne
General Manager

Town of Bashaw Provides Homeowners Access to Low-Cost Home Repair Plans

NEWS PROVIDED BY

HomeServe

June 21, 2022, 09:00 ET

New Program with Service Line Warranties Canada (SLWC) is a First for Alberta Municipalities

BASHAW, AB, June 21, 2022/CNW/ - You notice a strange puddle in the front yard of your home. Or maybe a particularly unpleasant smell is wafting around your house, but you can't figure out the source. Worse, an unexplainable spike in your water bill or noticeably lower water pressure in your sinks and showers. These are issues homeowners face every day, and many don't realize that these problems are in most cases their responsibility to repair.

Service Line Warranties of Canada, or SLWC, offers optional repair service plans with the aim of protecting homeowners from these situations – and starting June 2022, Bashaw homeowners will be the first in the province of Alberta to have access to SLWC plans. Officials in the Town of Bashaw decided to implement this new optional program so that residents have the opportunity to spare themselves from the worry and cost when a failure occurs to the water or sewer line that connects their home to the town's systems.

SLWC'S no-deductible, low-cost service plans provide protection for repairs that are not covered under standard homeowner's insurance or by the town, filling a gap in coverage that residents can now have the chance to fill. The Town of Bashaw and SLWC work towards the same goal: to ensure resident homeowners do not have to pay hundreds or even thousands of dollars out of pocket for a repair and don't have to worry about finding a reputable contractor to do the work.

"We are excited to make these optional, low-cost repair plans available to our residents through a proven, reputable program like Service Line Warranties," says CAO Theresa Fuller. "Every homeowner knows that sometimes, unfortunate things happen. To provide access to our residents with a way to eliminate the financial burden or worry from these situations is a huge win for our community."

Since the SLWC program began in 2014, Canadian homeowners have saved more than \$6 million in repair expenses. While the program partnership marks the first for SLWC in the Province of Alberta, Bashaw joins 65 municipalities in Ontario that also provide their residents access to SLWC

repair service plans. The program is provided at no cost to Bashaw, and no public funds are used to promote or administer it.

The introduction of this option for homeowners in Bashaw comes at an important time. A recent "State of the Canadian Home" survey found that nearly one in five (19%) Canadian homeowners have nothing set aside for an emergency. The same survey found that close to one third (31%) of Canadian homeowners have just \$500 or less set aside for an unexpected issue.

Homeowners will soon receive information in the mail about the SLWC program and available service plans. There is no obligation to sign up for a plan – participation is voluntary. The mailings are administered by SLWC but will include the Town of Bashaw's logo to indicate that the mailing is legitimate and that there is a partnership in place between the town and SLWC.

"A SLWC service plan is a smart way for homeowners to prepare for a home emergency. These plans take the worry, inconvenience, and financial burden out of the repair," said Mike VanHorn, General Manager, Service Line Warranties of Canada, a HomeServe Company. "If something goes wrong, these plans equip Bashaw homeowners with reliable access to local, licensed, and vetted contractors who can quickly and professionally complete needed repairs on service lines."

Bashaw homeowners with questions or who wish to receive more information about SLWC or the plans available to residents can call 1-866-922-9004 or visit www.slwofc.ca.

About Service Line Warranties of Canada

Service Line Warranties of Canada (SLWC) is part of HomeServe, a leading provider of home repair solutions serving over 4.8 million customers across North America since 2003. Launched in 2014, SLWC is the trusted source of utility line protection programs across Canada, as recognized by the Association of Municipalities of Ontario (AMO) and the Rural Municipalities of Alberta (RMA). In addition, SLWC is a corporate partner of the Federation of Canadian Municipalities (FCM).

Together with HomeServe, SLWC is dedicated to supplying best-in-class repair plans and delivering superior customer service to consumers through over 1,100 leading city, municipal and utility partners across North America.

SOURCE HomeServe

For further information: Meghan Boyd, Meghan.boyd@hkstrategies.ca



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Canada

2023 PRIME MINISTER'S AWARDS

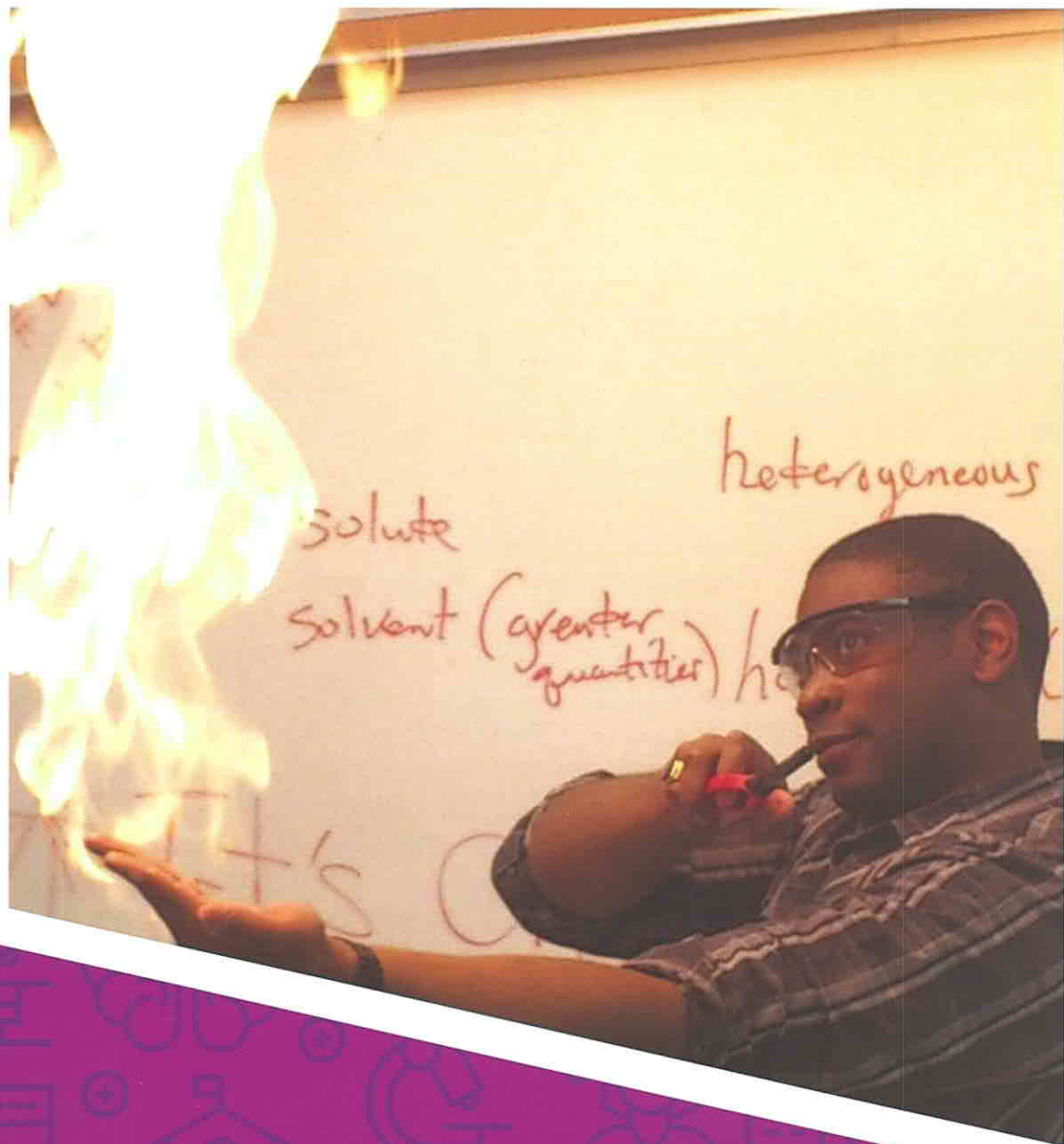
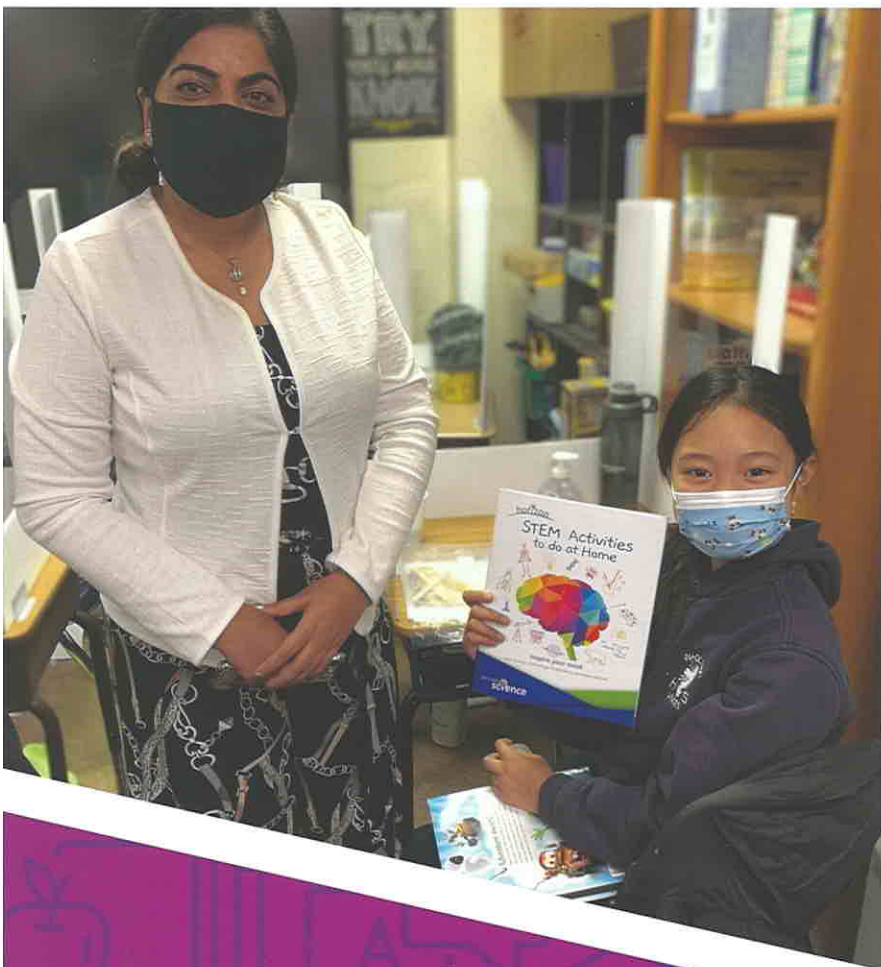
**Nomination
Deadline:
January 17, 2023**
(11:59 AM Pacific
standard time)



NOMINATE AN EXCEPTIONAL EDUCATOR TODAY!

- Teaching Excellence
- Teaching Excellence in Science, Technology, Engineering and Math (STEM)
- Excellence in Early Childhood Education

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FROM LEFT TO RIGHT:
Anju Bajaj, 2021 Certificate
of Excellence Recipient,
Winnipeg, Manitoba
Jason Bradshaw, 2021
Certificate of Excellence
Recipient, Brampton, Ontario

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
June 16, 2022**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President/BHP Rep
Dave Schellenberg, Vice-President/Shinny Rep
Holly Neudorf, Figure Skating Rep
Simon Wiebe, Senior Hockey Rep
Peter F Braun, County Rep
Henry Goertzen, Blumenort Rep
John Zacharias, Blue Hills Rep
Duffy Driedger, Minor Hockey Rep
Philip Krahn, Director
Corrina Doerksen, Secretary/Bookkeeper
John Acreman, Rec Coordinator
Jonathan Klassen, Rec Coordinator
Norbert Giesbrecht, La Crete Lumber Barons Rep

Absent: Joe Driedger
George Fehr

Call to Order: President Shawn Wieler called the meeting to order at 6:00 p.m.

Approval of Agenda

Dave Schellenberg moves to accept the agenda as presented.

CARRIED

Rec Coordinator Report – John Acreman and Jonathan Klassen

Financials:

1: Financials were presented by Corrina Doerksen.

Peter F Braun moves to accept the May 2022 Financial Report.

CARRIED

Approval of Previous Meeting's Minutes

Duffy Driedger moves to accept the May 12, 2022 regular meeting minutes as presented.

CARRIED

Business from Previous Minutes

Review of Action Sheet

- Remove 1. Beach Volleyball Court/Move Playground
- Remove 6. Potential Renovations to Dressing Rooms 6 and 7

Managers Report – Philip Doerksen

- 1. Table Manager Report for review.

New Business:

9.1 West Parking Area

Received a quote of \$73500.00 for prep, \$71400.00 for gravel and \$215500.00 for asphalt from Knelsens Sand and Gravel to improve the west parking area. Philip Doerksen will look into more options.

Duffy Driedger made a motion to write a letter to FVSD to request the use of a 100 ft variance on the east side of the new arena. Second by Dave Schellenberg.

CARRIED

9.2 Laptop for Rec Director

Peter F Braun made a motion to authorize the purchase of a new laptop for the Rec Director up to \$1200.00.

CARRIED

9.3 La Crete Lumber Barons

Norbert Giesbrecht presented information on the dressing room renovation requested by the La Crete Lumber Barons Junior B team.

Dave Schellenberg made a motion to approve the La Crete Lumber Barons request for dressing room renovations as per the plan presented. Second by Philip Krahn.

CARRIED

9.4 Live Barn

Table as information for next meeting.

9.5 Internet Service

LCRS can tie into the FVSD at no cost, would only need to pay the installation cost of \$2785.00.

Dave Schellenberg made a motion to go ahead with the installation of the internet equipment between the new arena and FVSD.

CARRIED

9.6 Grading Equipment for Ball Diamonds

The final cost of the ball diamond grading equipment was higher then expected.

Duffy Driedger made a motion to amend the previous motion from \$2000.00 to \$3000.00 for grading equipment.

CARRIED

9.7 Payroll Direct Deposit

Dave Schellenberg made a motion for Admin to set up payroll direct deposit.

CARRIED

9.8 Cimco Contract

New Cimco contract for both rinks is \$8311.00.

Philip Krahn made a motion to renew the contract with Cimco.

CARRIED

9.9 Review Engagement Funds

Peter F Braun will discuss review engagement funding with Mackenzie County.

9.10 Floor Scrubber

Mackenzie County agreed to transfer the remaining \$5671.00 from the snowblower capital project to a floor scrubber capital project.

Henry Goertzen made a motion for Philip Doerksen to spend up to \$9000.00 to purchase the Advance SC500 Auto Scrubber.

CARRIED

Simon Wiebe moves to go in camera at 7:14 p.m.

Holly Neudorf moves to go out of camera at 7:24 p.m.

Duffy Driedger moves for the meeting to be adjourned at 7:26 p.m.

Next Meeting will be **August 11 at 6:00 p.m.**

ACTION SHEET

Following June 16, 2022 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Live Streaming	LCRS	October 2022	In Progress
2.	Outdoor Rink Maintenance	LCRS	May 2022	In Progress
3.	Generator	LCRS	September 2022	In Progress
4.	Criteria & Deadline for Curling Groups	LCRS	August 2022	In Progress
5.				
6.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 th	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
August 11, 2022**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President/BHP Rep
Dave Schellenberg, Vice-President/Shinny Rep
Holly Neudorf, Figure Skating Rep
Simon Wiebe, Senior Hockey Rep
Peter F Braun, County Rep
Henry Goertzen, Blumenort Rep
Duffy Driedger, Minor Hockey Rep
Philip Krahn, Director
George Fehr, Director
Philip Doerksen, Arena Manager
Corrina Doerksen, Secretary/Bookkeeper
Jonathan Klassen, Rec Coordinator

Absent: Joe Driedger
John Zacharias

Call to Order: Vice-President Dave Schellenberg called the meeting to order at 5:59 p.m.

Approval of Agenda

Add 9.5 Employees

Henry Goertzen moves to accept the agenda as amended.

CARRIED

Rec Coordinator Report – Jonathan Klassen

Duffy Driedger Moves to accept the August Rec Coordinator Report.

CARRIED

Financials:

1: Financials were presented by Philip Doerksen.

Philip Krahn moves to accept the June/July 2022 Financial Report.

CARRIED

Approval of Previous Meeting's Minutes

Peter F Braun moves to accept the June 16, 2022 regular meeting minutes as presented.

CARRIED

Business from Previous Minutes

Review of Action Sheet

Add Field House Air Exchange

Managers Report – Philip Doerksen

1. Managers Report presented by Philip Doerksen

Duffy moves to accept the Aug 2022 Managers Report.

CARRIED

New Business:

- 9.1 New Arena

Update and discussion on financials for the New Arena Project.

- 9.2 Additional Parking East of Arena Towards School

The parking lot in front of the Raymond Knelsen Arena and behind both arenas need to be completed and fixed.

Philip Krahn made a motion to spend up to \$8000 hiring DBM and Knelsen Sand and Gravel to complete the parking lot in front of the Raymond Knelsen Arena and fix behind both arenas with base and gravel.

CARRIED

- 9.3 Live Barn Live Streaming

Discussion on live streaming options.
Table for next meeting.

- 9.4 Updated Job Descriptions

Jonathan Klassen and Corrina Doerksen presented updated descriptions of the Recreation Coordinator and Administration/Bookkeeper positions for information.

- 9.5 Employees

Philip Doerksen has only received two applications so far both from Grade 12 students.

Simon Wiebe moves to go in camera at 7:51 p.m.

Holly Neudorf moves to go out of camera at 8:15 p.m.

Duffy Driedger moves for the meeting to be adjourned at 8:16 p.m.

Next Meeting will be **AGM September 15 at 6:00 p.m.**

ACTION SHEET
Following August 11, 2022 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Live Streaming	LCRS	October 2022	In Progress
2.	Outdoor Rink Maintenance	LCRS	May 2022	In Progress
3.	Generator	LCRS	September 2022	In Progress
4.	Criteria & Deadline for Curling Groups	LCRS	August 2022	In Progress
5.	FH Air Exchange	Philip Doerksen	October 2022	In Progress
6.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 th	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	

Rocky Lane Agricultural Society

FALL

COMMUNITY SUPPER

October 22, 2022

5:30 Doors Open, 6:00pm Roast Beef Dinner

Rocky Lane Ag Hall

\$20.00/Adult Ticket - \$10.00/Child(6 to 12)

Children 5 & under FREE

Heifer Draw
in Partnership
with the
High Level Ag
Society
will be held
during dinner!



For tickets please contact

Jenn Batt: Text 780-926-6665

Kayla Wardley : Call/Text 780-841-8225

Peggy Steffen: Call 780-926-3470

or 780-821-9101

e-transfer or cash accepted

