





MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**JUNE 28, 2023**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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

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 [office@mackenziecounty.com](mailto:office@mackenziecounty.com)



**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, June 28, 2023  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

		Page
<b>CALL TO ORDER:</b>	1. a) Call to Order	
<b>AGENDA:</b>	2. a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3. a) Minutes of the June 6, 2023 Regular Council Meeting	7
	b) Business Arising out of the Minutes	
	c)	
<b>CLOSED MEETING:</b>	<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4. a) Organizational Chart ( <i>FOIP Sections 23, 24 and 27</i> )	
	b)	
<b>TENDERS:</b>	Tender openings are scheduled for 11:00 a.m.	
	5. a) River Road Subdivision Phase 4	17
	b)	
<b>PUBLIC HEARINGS:</b>	Public Hearings are scheduled for 1:00 p.m.	
	6. a) Bylaw 1296-23 to Repeal Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M (Blumenort)	21
	b) Bylaw 1297-23 Land Use Bylaw Amendment to Rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential "H-CR" to Recreation 1 "REC 1"	29

		c)	Bylaw 1298-23 Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1	39
<b>DELEGATIONS</b>	7.	a)	None	
<b>GENERAL REPORTS:</b>	8.	a)	None	
		b)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
		b)		
<b>COMMUNITY SERVICES:</b>	10.	a)	La Crete Recreation Society – Emergent Funds Request	51
		b)	Zama Recreation Society – Emergent Funds Request	53
		c)	Fort Vermilion Waste Transfer Station	55
		d)		
		e)		
<b>FINANCE:</b>	11.	a)	Bylaw 1300-23 Fee Schedule Bylaw Amendment	57
		b)	Financial Reports – January 1 – May 31, 2023	61
		c)	2023 Operating Budget Amendment - FCSS	83
		d)	Councillor Expense Claims	85
		e)	Member at Large Expense Claims	87
		f)		
		g)		
<b>PROJECTS &amp; INFRASTRUCTURE:</b>	12.	a)	Strategic Transportation Infrastructure Program (STIP) Funding Application	89
		b)		
		c)		

<b>OPERATIONS:</b>	13.	a)	None	
		b)		
<b>UTILITIES:</b>	14.	a)	None	
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	15.	a)	Land Use Bylaw Amendment to Rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A"	93
		b)		
		c)		
<b>ADMINISTRATION</b>	16.	a)	None	
		b)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	17.	a)	Business Arising out of Committee of the Whole	
		b)		
<b>COUNCIL COMMITTEE REPORTS:</b>	18.	a)	Council Committee Reports (verbal)	
		b)	Inter-municipal Planning Commission Meeting Minutes	101
		c)	Municipal Planning Commission Meeting Minutes	107
		d)	Flood Recovery Steering Committee Minutes	121
<b>INFORMATION / CORRESPONDENCE:</b>	19.	a)	Information/Correspondence	131
<b>NOTICE OF MOTION:</b>	20.	a)		
<b>NEXT MEETING DATES:</b>	21.	a)	Committee of the Whole Meeting July 11, 2023 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting July 12, 2023 10:00 a.m. Fort Vermilion Council Chambers	

**ADJOURNMENT:**        22.    a)    Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the June 6, 2023 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the June 6, 2023 Regular Council Meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the June 6, 2023 Regular Council Meeting be adopted as presented.

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, June 6, 2023  
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  
Ernest Peters Councillor (virtual – joined at 11:34 a.m. and left the meeting at 12:52 p.m.)  
Garrell Smith Councillor  
Lisa Wardley Councillor

**REGRETS:** David Driedger Councillor

**ADMINISTRATION:** Byron Peters Interim Chief Administrative Officer/ Director of Projects and Infrastructure  
Don Roberts Director of Community Services  
Caitlin Smith Director of Planning and Agriculture  
Willie Schmidt Fleet Maintenance Manager  
Louise Flooren Manager of Legislative & Support Services/ Recording Secretary

**ALSO PRESENT:** Members of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on June 6, 2023 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 23-06-487 MOVED** by Councillor Wardley

That the agenda be adopted with the following additions:

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



- 7. a) Abe Driedger
- 12.a) Sight Lines
- 13.a) 2016 140M AWD Motor Grader

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the May 31, 2023 Regular Council Meeting**

**MOTION 23-06-488**

**MOVED** by Councillor Braun

That the minutes of the May 31, 2023 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

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

None.

**CLOSED MEETING:**

**4. Closed Meeting**

**MOTION 23-06-489**

**MOVED** by Deputy Reeve Sarapuk

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

- 4.a) Out of Scope Contracts (*FOIP Sections 23, 24 and 27*)
- 4.b) Town of High Level Annexation Agreement (*FOIP Sections 21 and 23*)

**CARRIED**

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

- All Councillors Present excluding Councillor Driedger and Councillor Peters
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

**MOTION 23-06-490**      **MOVED** by Councillor Derksen

That Council move out of a closed meeting at 10:40 a.m.

**CARRIED**

**CLOSED MEETING:**      **4. a) Out of Scope Contracts**

**MOTION 23-06-491**      **MOVED** by Councillor Wardley

That the Out of Scope Contracts be TABLED to a future Council meeting.

**CARRIED**

**CLOSED MEETING:**      **4. b) Town of High Level Annexation Agreement**

**MOTION 23-06-492**      **MOVED** by Councillor Wardley

That Council motion 23-04-394 be repealed.

**CARRIED**

**MOTION 23-06-493**      **MOVED** by Councillor Bateman

That Council supports continuing to work collaboratively with the Town of High Level to address the remaining issues with the proposed Annexation Application and to move forward with the proposed annexation once Council is comfortable that the issues have been fully considered or addressed.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:41 a.m. and reconvened the meeting at 11:25 a.m.

**OPERATIONS:**      **13. a) 2016 140M AWD Motor Grader (ADDITION)**

**MOTION 23-06-494**      **MOVED** by Councillor Smith  
Requires Unanimous

That the 2016 140M AWD Motor Grader asset disposal be reevaluated and options brought back to Council in the fall of 2023.

**CARRIED UNANIMOUSLY**

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

**TENDERS:** 5. a) None

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

**DELEGATIONS:** 7. a) Abe Driedger (ADDITION)

Councillor Peters joined the meeting virtually at 11:34 a.m.

**MOTION 23-06-495**  
Requires Unanimous

**MOVED** by Councillor Braun

That the delegation of Abe Driedger be received for information.

**CARRIED UNANIMOUSLY**

**MOTION 23-06-496**  
Requires Unanimous

**MOVED** By Councillor Wardley

That administration bring back security options for all Mackenzie County gravel pits.

**CARRIED UNANIMOUSLY**

**MOTION 23-06-497**  
Requires Unanimous

**MOVED** By Councillor Cardinal

That a letter be sent to Abe Driedger in regards to his delegation.

**CARRIED UNANIMOUSLY**

**GENERAL  
REPORTS:**

8. a) Director Reports for May 2023

**MOTION 23-06-498**

**MOVED** by Councillor Wardley

That administration look into utilizing Municipal Reserve funds for the fish pond development.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:20 p.m., Councillor Peters left the meeting at 12:52 p.m. and Reeve Knelsen reconvened the meeting at 12:54 p.m.

**AGRICULTURE  
SERVICES:**

9. a) None

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

**COMMUNITY SERVICES:**

10. a) None

**FINANCE:**

11. a) **Borrowing Bylaw 1299-23 – PLS 140031 – South of High Level Lands**

**MOTION 23-06-499**

Requires 2/3

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1299-23 being the borrowing bylaw for PLS 140031 – South of High Level Lands.

**CARRIED**

**PROJECTS & INFRASTRUCTURE:**

12. a) **Sight Lines (ADDITION)**

**MOTION 23-06-500**

Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That the Sight Lines discussion be received for information.

**CARRIED UNANIMOUSLY**

**UTILITIES:**

14. a) None

**PLANNING & DEVELOPMENT:**

15. a) **Bylaw 1297-23 Land Use Bylaw Amendment to Rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”**

**MOTION 23-06-501**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1297-23 being a Land Use Bylaw Amendment to rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a campground – minor use with a maximum of 10 sites, subject to public hearing input.

**CARRIED**

**PLANNING & DEVELOPMENT:**

15. b) **Bylaw 1298-23 Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”**

**MOTION 23-06-502**      **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1", subject to public hearing input.

**CARRIED**

**ADMINISTRATION:**      **16. a) Rescind Motion 21-05-442**

**MOTION 23-06-503**      **MOVED** by Councillor Bateman

That Council motion 21-05-442 be rescinded.

**CARRIED**

**ADMINISTRATION:**      **16. b) Policy HR006 – Hiring**

**MOTION 23-06-504**      **MOVED** by Councillor Bateman

That Policy ADM046 Hiring Policy be rescinded.

**CARRIED**

**MOTION 23-06-505**      **MOVED** by Councillor Smith

That Policy HR006 Hiring be approved as amended.

**CARRIED**

**ADMINISTRATION:**      **16. c) Mackenzie Report – Newspaper Advertising and Readership Agreement**

**MOTION 23-06-506**      **MOVED** by Councillor Braun  
Requires 2/3

That administration sign a contract/agreement with Mackenzie Report in the amount of \$58,000/year, beginning July of 2023 for a 24 month term.

**CARRIED**

**MOTION 23-06-507**      **MOVED** by Councillor Smith  
Requires 2/3

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

That the 2023 Operating Budget be amended by \$4,000 for the increase in advertising costs with funding coming from the General Operating Reserve.

**CARRIED**

**ADMINISTRATION: 16. d) Royal Canadian Mounted Police (RCMP) Presence During Emergencies**

**MOTION 23-06-508 MOVED** by Councillor Wardley

That Reeve Knelsen write a letter of the appreciation for the increased RCMP presence during emergencies.

**CARRIED**

**COMMITTEE OF THE WHOLE ITEMS: 17. a) None**

**COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports (verbal)**

**MOTION 23-06-509 MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**INFORMATION/ CORRESPONDENCE: 19. a) Information/Correspondence**

**MOTION 23-06-510 MOVED** by Deputy Reeve Sarapuk

That a letter of congratulations be sent to The Honourable Danielle Smith on her reelection as Premier.

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 23-06-511 MOVED** by Councillor Bateman

That Council move into a closed meeting at 1:54 p.m. to discuss the following:

- 4.a) Out of Scope Contracts (*FOIP Sections 23, 24 and 27*)

**CARRIED**

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

- All Councillors Present excluding Councillor Driedger and Councillor Peters
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 2:07 p.m.

**MOTION 23-06-512** **MOVED** by Deputy Reeve Sarapuk

That Council move out of a closed meeting at 2:44 p.m.

**CARRIED**

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

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

Special Council Meeting  
June 16, 2023  
2:00 p.m.  
Fort Vermilion Council Chambers

Committee of the Whole Meeting  
June 27, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 22. a) Adjournment

**MOTION 23-06-513** **MOVED** by Councillor Bateman

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

That the Council meeting be adjourned at 2:44 p.m.

**CARRIED**

These minutes will be presented for approval at the June 28, 2023 Regular Council Meeting.

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Josh Knelsen  
Reeve

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Byron Peters  
Interim Chief Administrative Officer

UNAPPROVED

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>TENDERS River Road Subdivision Phase 4 – Tender Opening</b>

**BACKGROUND / PROPOSAL:**

Administration acquired Beairsto & Associates Engineering & Survey Ltd. to create a tender for River Road Subdivision Development Phase 4. The tender was posted on Alberta Purchasing Connection (APC) on June 13, 2023. Submissions were due at the Fort Vermilion County Office by June 27, 2023 by 4:30 p.m.

The scope of work for this 16-lot subdivision development project includes:

- Clearing and site grading
- Removals
- Earthworks
- Road construction
- Drainage construction including ditching and culverts
- Sanitary sewer construction including gravity main and manholes
- Watermain construction
- Lot Servicing
- Traffic accommodation
- Landscaping
- Geotextiles and Erosion Control
- Coordination with shallow utilities

The project is to be complete by September 30, 2023 (minus the shallow utilities, which are expected to be completed in spring 2024).

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

The following matrix is to be used for evaluating the qualifying tenders:

<b>Evaluation Criteria</b>	<b>Points</b>	<b>Subtotal</b>
Related Project Experience	Max. 15 Pts.	
Local Vendors Max.	Max. 10 Pts.	
Project Completion Date	Max. 15 Pts.	
Bid Price	Max. 60 Pts.	
<b>Total</b>	<b>100Pts.</b>	

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

The estimated construction costs are provided below. These were determined by a third party, and Administration feels that some of the estimates, particularly for the Other Estimated Costs, are high.

Schedule "A" – Sanitary Sewer System	\$194,000.00
Schedule "B" – Water Distribution System	\$194,575.00
Schedule "C" – Service Connection System	\$167,705.50
Schedule "D" – Site Works	\$48,520.00
Schedule "E" – Road Works	<u>\$384,900.00</u>
<b>Total</b>	<b>\$989,700.50</b>

Other Estimated Costs:

Schedule "F"–Shallow Utilities (ATCO, NLGC, TELUS)	\$1,415,000.00
Professional Services	\$336,487.56
Contingency 10%	<u>\$240,470.05</u>
<b>Total Estimated Project Cost</b>	<b>\$2,981,658.11</b>

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful candidates will be notified.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

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

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision Phase 4 Tenders- Envelope #1 be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified River Road Subdivision Phase 4 Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision Phase 4 Tenders- Envelope #2 be opened for the qualified bidders.

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

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

Motion 5:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision Phase 4 contract be awarded to highest scoring, qualified bidder while staying within budget.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1296-23 to Repeal Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M (Blumenort)</b>

## **BACKGROUND / PROPOSAL:**

Administration has been requested to repeal the previously approved Land Use Bylaw Amendment to rezone Part of NW 24-107-14-W5M from Agricultural “A” to Rural Industrial General “RIG” for the purpose of a Salvage Yard in Blumenort, back to Agricultural “A”.

Adjacent landowners have been quite upset about the potential negative effects on their property which is located south of the proposed development. Since the property has been rezoned, the landowner has submitted a subdivision application for the purpose of sale. The Municipal Planning Commission has tabled their decision due to Council reconsidering the Bylaw.

On May 31, 2023 Bylaw 1296-23 was presented to Council for first reading where the following motion was made:

***MOTION 23-05-471    MOVED By Councillor Peters***

*That first reading be given to Bylaw 1296-23 to repeal Bylaw 1280-23 LUB Amendment to Rezone Agricultural “A” to Rural Industrial General “RIG”.*

***CARRIED***

## **OPTIONS & BENEFITS:**

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

**Author:** J Roberts      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

Costs to the developers to date would be estimated from \$5,000-\$10,000.

**SUSTAINABILITY PLAN:**

N/R

**COMMUNICATION / PUBLIC PARTICIPATION:**

A Public Hearing is required to repeal the bylaw, adjacent landowner letters have been hand-delivered or sent via Registered Mail and a Land Use Bylaw Amendment sign has been posted as per MGA requirements.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1296-23 being a Land Use Bylaw Amendment to Repeal Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M due to the negative infringement of neighboring properties.

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1296-23 being a Land Use Bylaw Amendment to Repeal Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M due to the negative infringement of neighboring properties.

Simple Majority       Requires 2/3       Requires Unanimous

That the developers be reimbursed for all costs incurred during this process.

**Author:** J Roberts      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**BYLAW NO. 1296-23**

**BEING A BYLAW OF  
MACKENZIE COUNTY,  
IN THE PROVINCE OF ALBERTA,  
FOR THE PURPOSE TO REPEAL BYLAW 1280-23 LUB AMENDMENT TO REZONE  
AGRICULTURAL “A” TO RURAL INDUSTRIAL GENERAL “RIG”**

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has the authority to exercise development powers and perform duties on behalf of the municipality as pursuant by the Municipal Government Act, and

**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 revoke the Mackenzie County Land Use Bylaw Amendment Bylaw 1280-23 to rezone Part of NW 24-107-14-W5M from Agricultural “A” to Rural Industrial General “RIG”.

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to revert Part of NW 24-107-14-W5M from Rural Industrial General “RIG” back to Agricultural “A” due to the negative infringement of neighbouring properties.

**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 repeal 1280-23 LUB Amendment to Rezone from Agricultural “A” to Rural Industrial General “RIG”.
2. This Bylaw shall come into effect upon the third and final reading thereof.

READ a first time on this 31<sup>st</sup> day of May, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

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

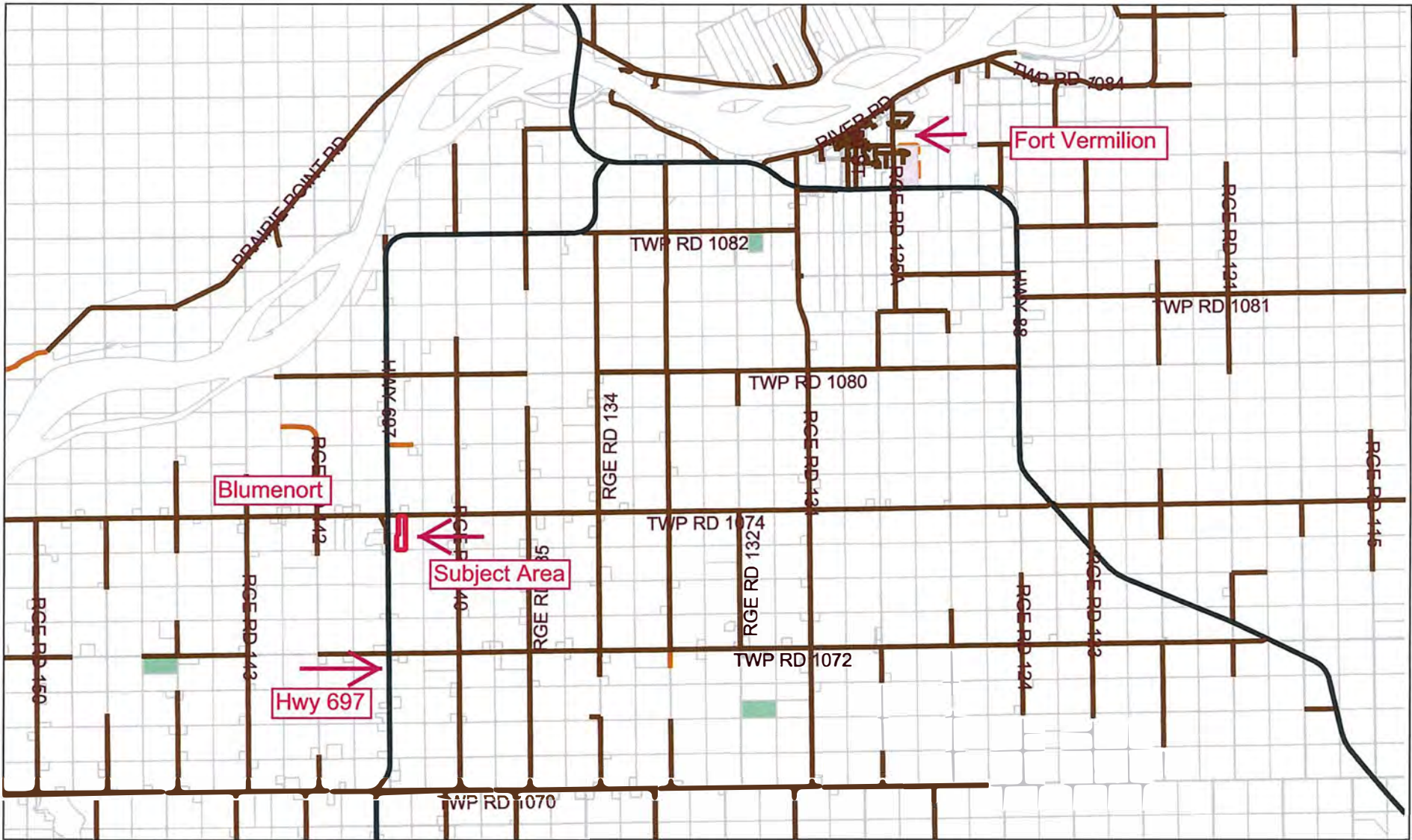
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Josh Knelsen  
Reeve

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Byron Peters  
Interim Chief Administrative Officer





Scale 1: 128,311



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### Mackenzie County Bylaw 1296-23 Part of NW 24-107-14-W5M









Scale 1: 8,554

100 yd 

100 m 

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**Mackenzie County**

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

**BYLAW 1296-23**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment – Rezoning and present their submission.

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**





This item was taken to Council on June 6, 2023 for first reading where it was passed with the following motion:

**MOTION 23-06-501      MOVED** by Councillor Wardley

That first reading be given to Bylaw 1297-23 being a Land Use Bylaw Amendment to rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a campground – minor use with a maximum of 10 sites, subject to public hearing input.

**CARRIED**

**OPTIONS & BENEFITS:**

Options are to pass, defeat or table second and third reading

**COSTS & SOURCE OF FUNDING:**

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

The Bylaw Amendment was advertised as per MGA requirements, this included all adjacent landowners where the letters were hand delivered by the staff. The applicant was also required to display a sign on the subject property as per MGA requirements.

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1297-23 being a Land Use Bylaw Amendment to Rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a Campground Minor with a maximum of ten (10) sites.

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

Motion 2:

Simple Majority

Requires 2/3

Requires Unanimous

That third reading be given to Bylaw 1297-23 being a Land Use Bylaw Amendment to Rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential "H-CR" to Recreation 1 "REC 1" to accommodate a Campground Minor with a maximum of ten (10) sites.

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

**BYLAW NO. 1297-23**  
**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 of Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a Campground Minor with a maximum of ten (10) sites.

**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 parcel known as:

Part of Plan 032 5939, Block 1, Lot 4

Within Mackenzie County, be from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” as outlined in Schedule “A” hereto attached.

READ a first time this 6<sup>th</sup> day of June, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

---

Josh Knelsen  
Reeve

---

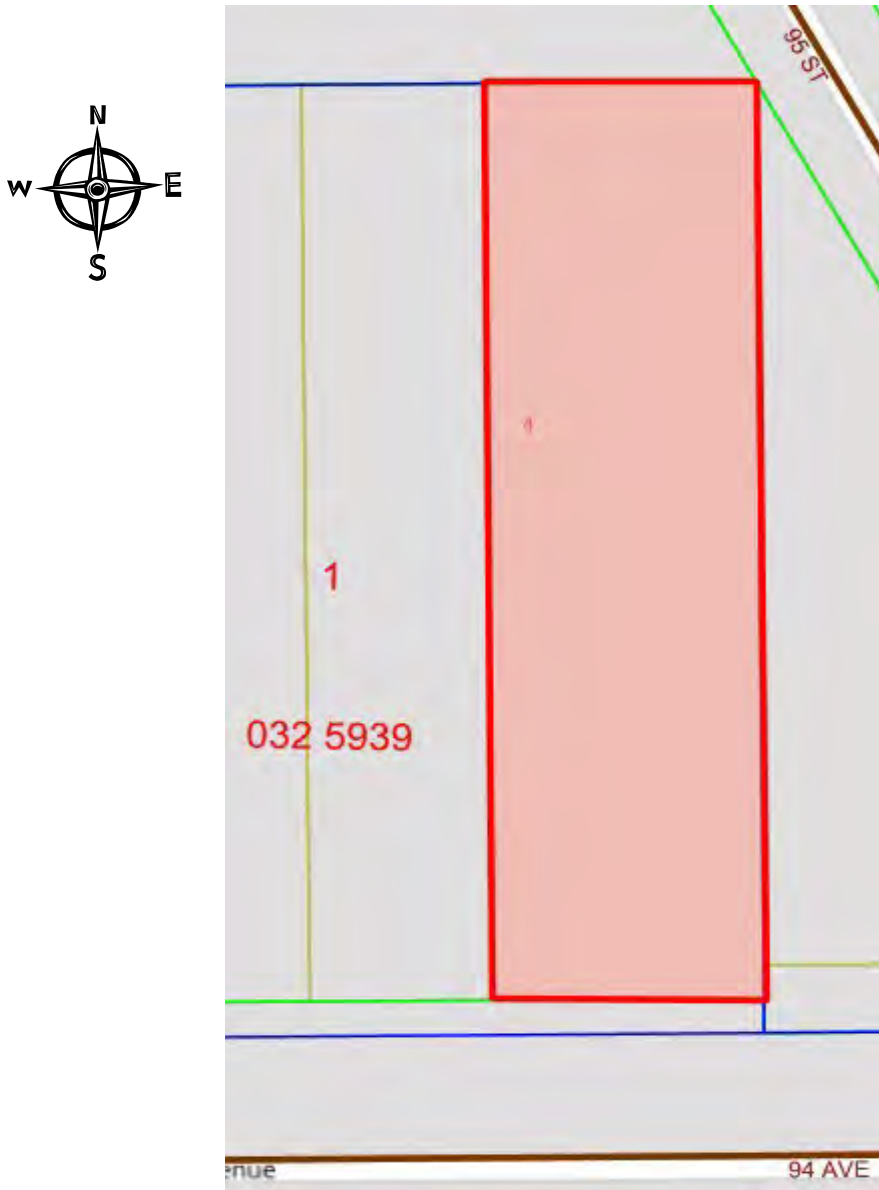
Byron Peters  
Interim Chief Administrative Officer



**BYLAW No. 1297-23**

**SCHEDULE "A"**

1. That the land use designation of the following property known as Part of Plan 032 5939, Block 1, Lot 4 within Mackenzie County, be rezoned:



FROM: Hamlet Country Residential "H-CR"

TO: Recreation 1 "REC 1"

Application No: \_\_\_\_\_

### Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Complete only if different from Applicant

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

Name of Registered Owner <i>George &amp; Caroline Zacharias</i>
--

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
						<i>0325939</i>	<i>1</i>	<i>4</i>

Civic Address: \_\_\_\_\_

*@ 1.3 acres*

Land Use Classification Amendment Proposed:

From: *HCR* To: *Res 1*

Reasons Supporting Proposed Amendment:

<i>to accommodate cabins on the property.</i>
---

I have enclosed the required application fee of: *850.89* Receipt No.: *294291*

\_\_\_\_\_ Date

*May 23, 2023*  
Date

Registered Owner Signature

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

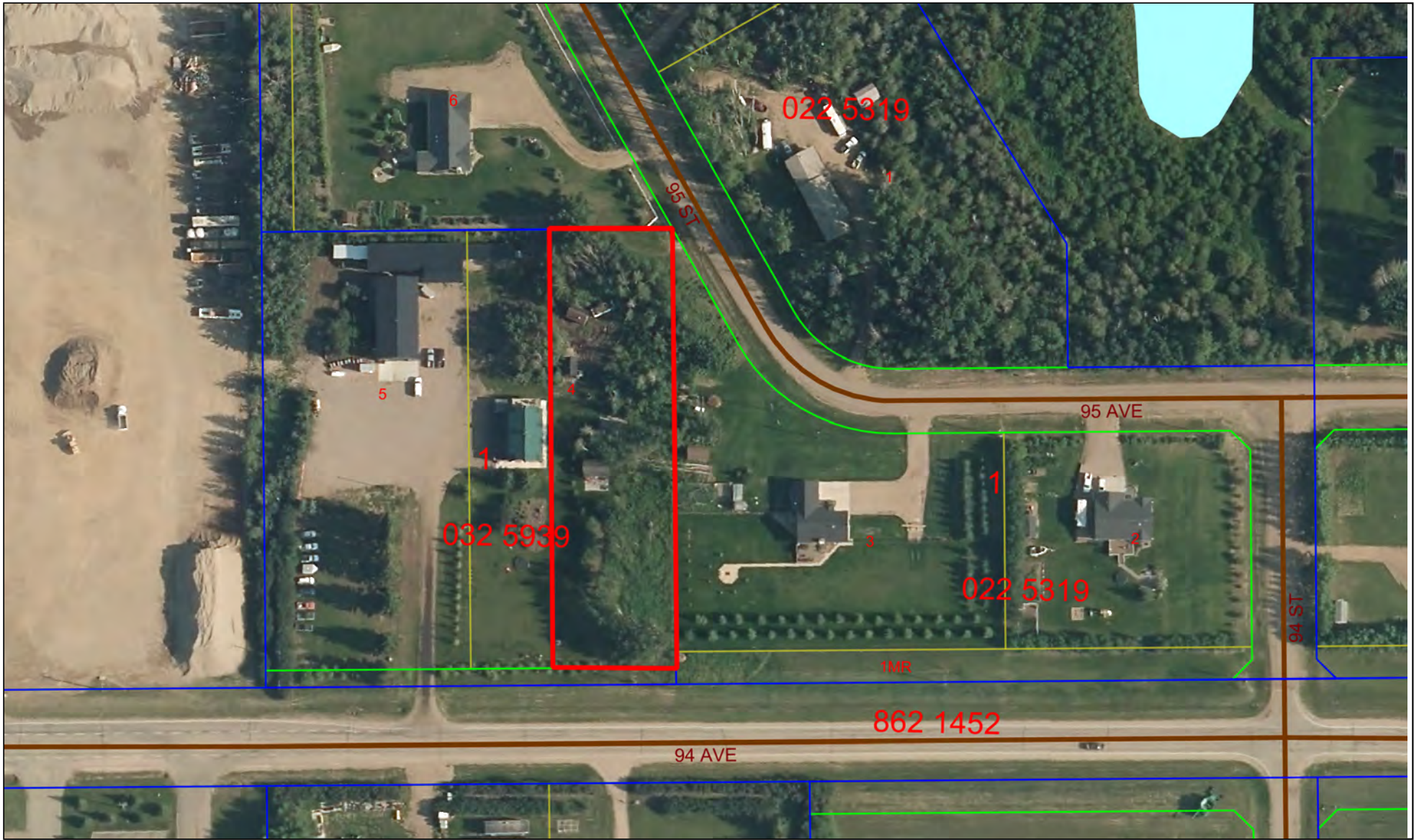
*The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of 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 Vermilion, AB T0H 1N0



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [planning@mackenziecounty.com](mailto:planning@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

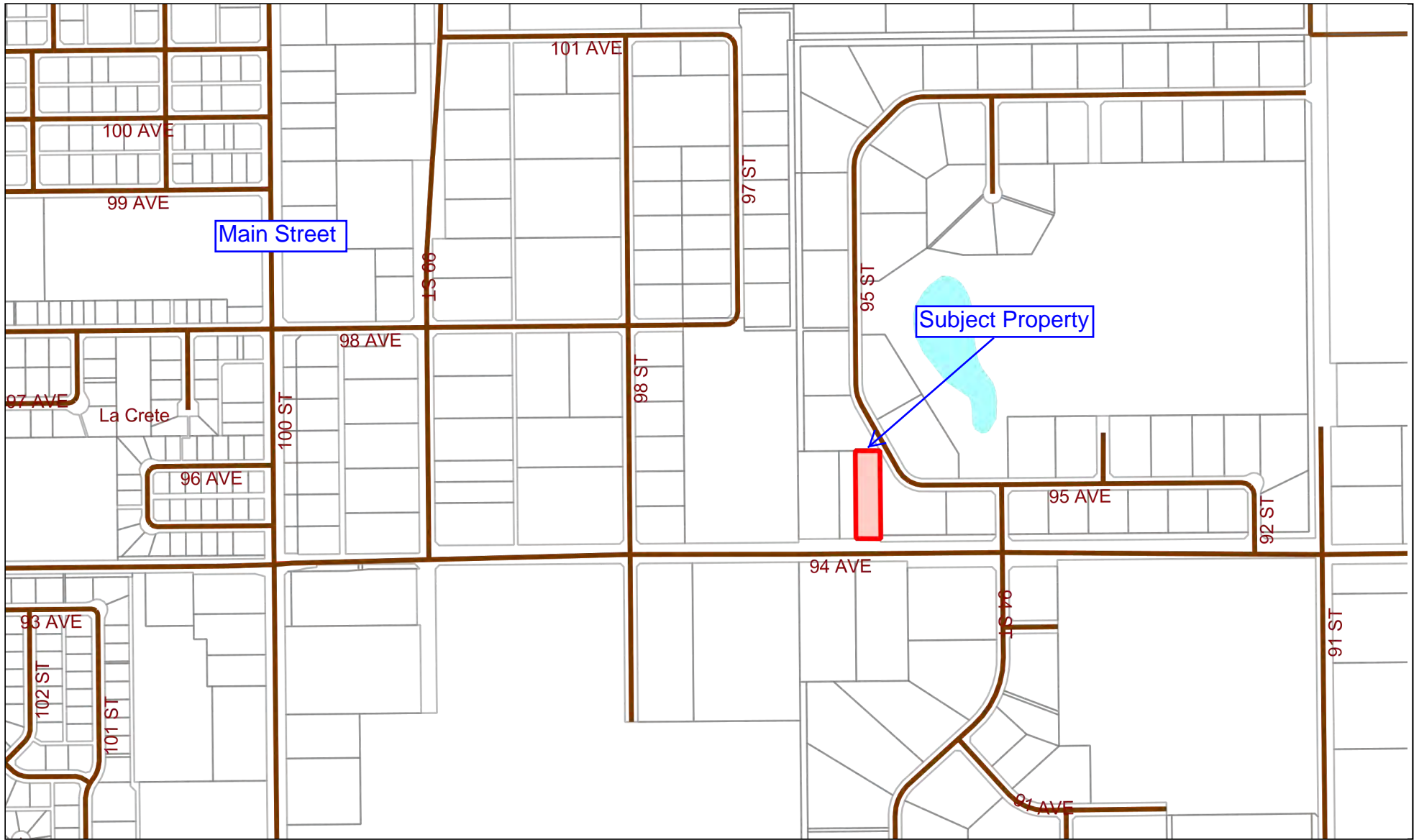




  
 Scale 1: 1,711





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Scale 1: 8,554



100 yd   
 100 m 

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**Mackenzie County**

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

**BYLAW 1297-23**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment – Rezoning and present their submission.

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1298-23 Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1</b>

**BACKGROUND / PROPOSAL:**

Administration has received a request to rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”.

The reason for the rezoning is the developer feels that the lot is too small for a commercial use and therefore would like to designate the lot to a residential use as the building is being used as a residence.

Currently, the “Trappers Shack” is on the property. This lot was designated as a provincial historic resource. However in 2022, the order under the Historic Resources Act was lifted.

This item was taken to the Municipal Planning Commission on May 25, 2023 where the following motion was made:

**MPC 23-05-084** *MOVED* by *Jacquie Bateman*

*That the Municipal Planning Commission recommend to Council to refuse Bylaw 12xx-23 being a Land Use Bylaw Amendment to Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”, subject to public hearing input.*

**CARRIED**

The Municipal Planning Committee recommended refusal because they felt that this lot should remain commercial, since that is the intention of the downtown area of Fort Vermilion.

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



According to the Land Use Bylaw 1066-17:

*The purpose of the Fort Vermilion Commercial Centre “FV-CC” district is to cluster complementary community commercial developments along the HAMLET of Fort Vermilion’s Main Street (50<sup>th</sup> Street) in order to create an engaging pedestrian friendly public realm.*

According to the Area Structure Plan for Fort Vermilion:

### 3.4.1 Hamlet Commercial Area

*The commercial core area is at the intersection of 50 Street and River Road. Commercial uses extend south along 50 Street and both east and west along River Road. The Hamlet Commercial Area reflects the existing disposition of commercial uses and encourages infill development that reflects the community’s history and opportunities to further develop a tourism industry. Concentrating new commercial uses in this area can support the further strengthening of this area as Fort Vermilion’s commercial and cultural centre.*

The map of the Fort Vermilion Area Structure plan is included.

This item was taken to Council on June 6, 2023 for first reading where it was passed with the following motion:

**MOTION 23-06-502**      **MOVED** by Councillor Wardley

*That first reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”, subject to public hearing input.*

**CARRIED**

### **OPTIONS & BENEFITS:**

Options are to pass, defeat or table second and third reading:

#### Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”.

#### Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

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



That third reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1.

Administration recommend that this bylaw be defeated to ensure appropriate planning for the hamlet and to maintain the commercial intension of downtown Fort Vermilion.

**COSTS & SOURCE OF FUNDING:**

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

The Bylaw Amendment was advertised as per MGA requirements, this included all adjacent landowners. The applicant was also required to display a sign on the subject property as per MGA requirements.

**RECOMMENDED ACTION:**

Administration recommends that the following motion be defeated:

That second reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to Rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1.

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

**BYLAW NO. 1298-23**  
**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 rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1” to accommodate a residential use.

**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 parcel known as:

Plan 922 0928, Block 6, Lot 39

Within Mackenzie County, be from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1” as outlined in Schedule “A” hereto attached.

READ a first time this 6<sup>th</sup> day of June, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

---

Josh Knelsen  
Reeve

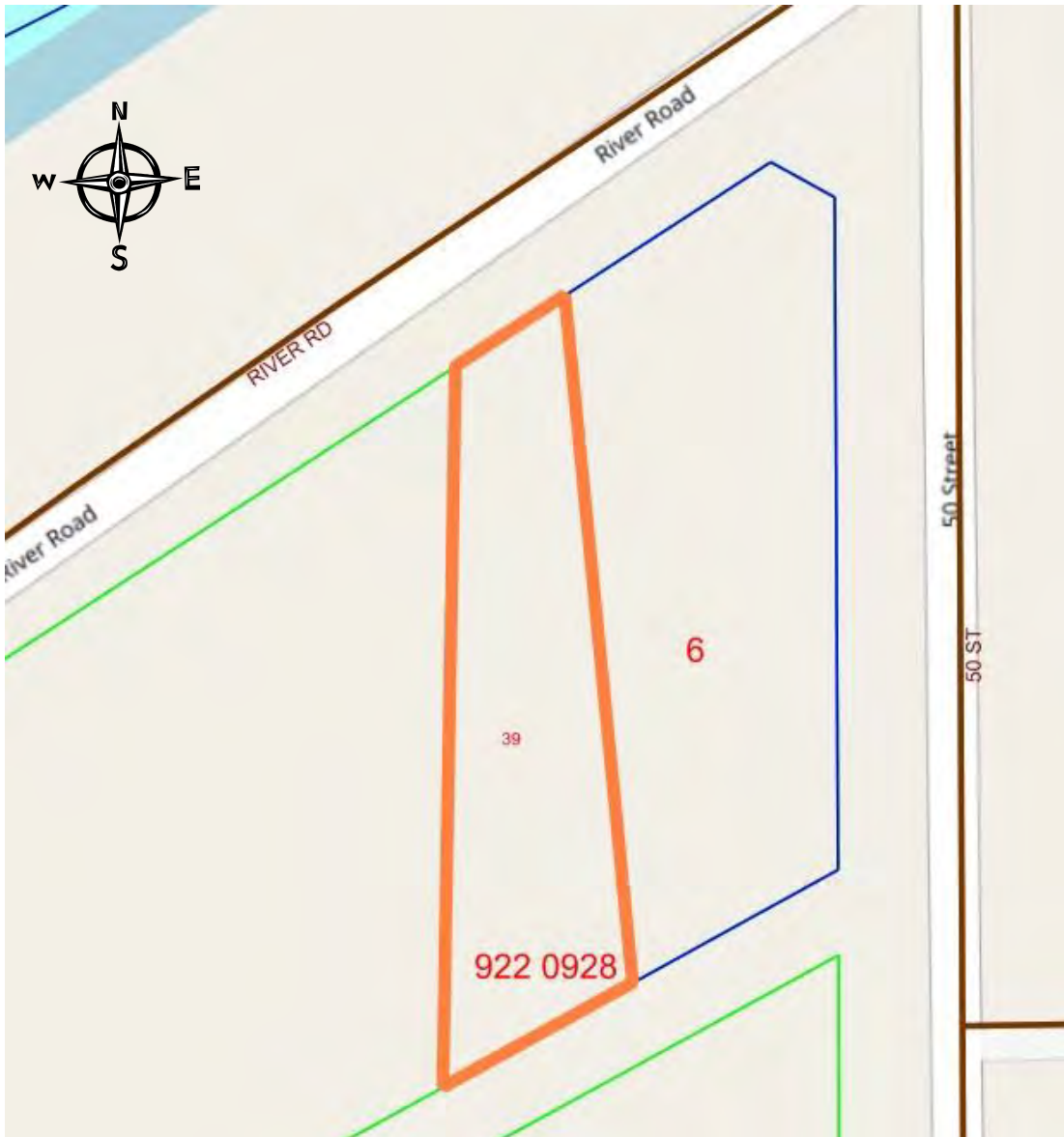
---

Byron Peters  
Interim Chief Administrative Officer

**BYLAW No. 1298-23**

**SCHEDULE “A”**

1. That the land use designation of the following property known as Plan 922 0928, Block 6, Lot 39 in Fort Vermilion within Mackenzie County, be rezoned:



FROM: Fort Vermilion Commercial Centre “FV-CC”

TO: Hamlet Residential 1 “H-R1”

Application No: \_\_\_\_\_

### Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant  
RAY TOEWS / RORY W CURRIE

Complete only if different from Applicant

Name of Registered Owner  
SAMMIE

Address:

City/Town

Postal Code      Phone      Cell

Owner Email

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

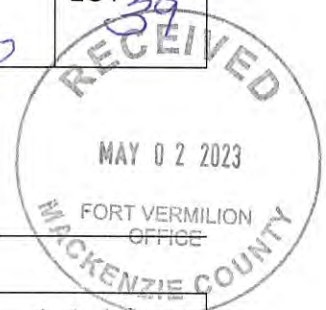
QTR./LS.	SEC.	TWP.	RANGE	M.

PLAN	BLK	LOT
<u>9220928</u>	<u>6</u>	<u>39</u>

Civic Address: 5003 RIVER ROAD

Land Use Classification Amendment Proposed:

From: FU-CC      To: HR-1



Reasons Supporting Proposed Amendment:

PROPERTY HAS BEEN CONVERTED TO RESIDENTIAL  
HISTORIC PROPERTY NOT SUITED FOR COMMERCIAL  
LOT IS TOO SMALL FOR COMMERCIAL

I have enclosed the required application fee of: 846.81 Receipt No.: 2936834 294123

1 MAY 23  
Date

1 MAY 23  
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  
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Mackenzie County



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [planning@mackenziecounty.com](mailto:planning@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



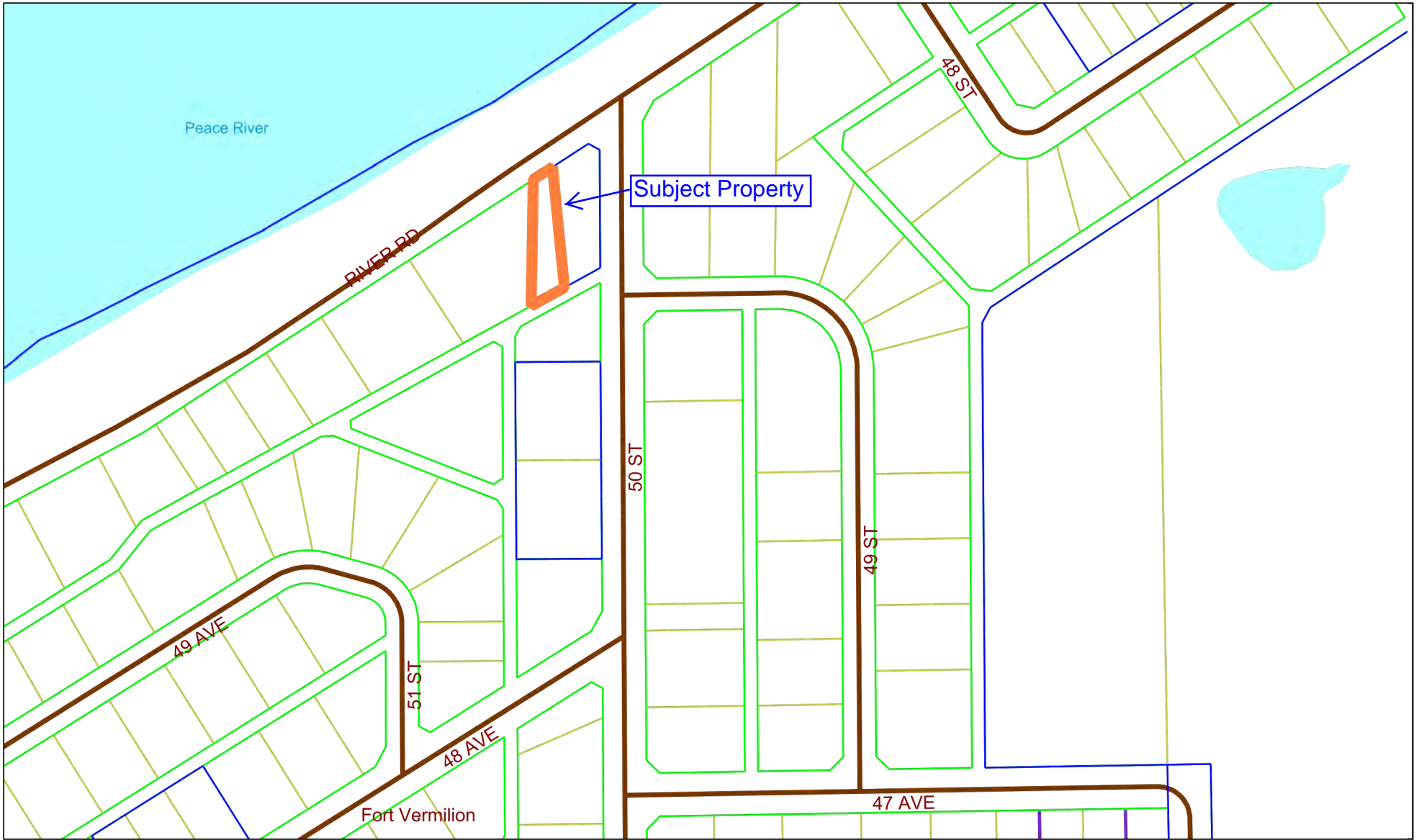


Scale 1: 855



10 yd   
 10 m 

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Scale 1: 2,566



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**From:**  
**To:**  
**Subject:** Opposing the rezoning of the Trappers shack  
**Date:** June 20, 2023 10:22:17 AM

---

June 20,2023

Mackenzie county  
Box 640  
Fort Vermilion,AB  
T0H1N0

I recently noticed a sign on the

**Trappers shack**  
Plan:9220928 Blk: 6 Lot 29  
In Fort Vermilion,AB



For rezoning from "commercial to residential" ? I wish to oppose such a decision to change the status of a historical site.with many changes in the community, it would be nice to display the past for as long as possible.

Thank you,

Sent from [Outlook for iOS](#)

**Mackenzie County**

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

**BYLAW 1298-23**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment – Rezoning and present their submission.

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28<sup>th</sup>, 2023</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>La Crete Recreation Society – Emergent Funds Request</b>

**BACKGROUND / PROPOSAL:**

The La Crete Recreation Society is requesting Emergent funding for the replacement of a hot water tank that rusted out. The replacement of this tank was not identifiable last fall prior to budget deliberations.

The following is listed in the Facility Agreement.

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

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

The following are the options the society has for capital expenses or facility repairs.

- a). within current operating budget,
- b). using ‘emergent funding’ system,
- c). defer the repair till next year’s operating budget, or
- d). defer repairs to the following year capital budget plan.

This replacement is completed.

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

**OPTIONS & BENEFITS:**

Option 1  
Approve request.

Option 2  
Receive for information.

**COSTS & SOURCE OF FUNDING:**

\$10,300 – Grants to Other Organizations – General Capital Reserve

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

ADM041 Recreational Capital Projects

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority
- Requires 2/3
- Requires Unanimous

That the 2023 Budget be amended to include \$10,300 for the Hot Water Tank replacement at the Northern Lights Recreation Center with funding coming from the Grants to Other Organizations Reserve – General Capital Reserve

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28<sup>th</sup>, 2023</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Zama Recreation Society – Emergent Funds Request</b>

**BACKGROUND / PROPOSAL:**

The Zama Recreation Society is requesting Emergent funds for the connection of the Kitchen within the Community Hall to the emergency backup generator. The Kitchen is newly installed.

On May 16<sup>th</sup>, 2023 Zama experienced a power outage caused by the Rainbow Lake Wildfire. Atco informed that this could be an extended period of time and time of repair was unknown. The Community Hall does have a backup power generator but it was not hooked up to the newly installed kitchen.

The Zama Recreation Society felt the requirement to connect the kitchen to the backup generator in order to provide meals to the community during the power outage.

15.7 Emergency Repairs: Emergency Repairs may be carried out as per County Policy ADM041:

a) “Emergency” means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.

b) It is understood that such an occurrence or situation could not have been reasonably predicted or anticipated.

The following are the options the society has for capital expenses or facility repairs.

- a). within current operating budget,
- b). using ‘emergent funding’ system,
- c). defer the repair till next year’s operating budget, or
- d). defer repairs to the following year capital budget plan.

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

This work has already been completed.

**OPTIONS & BENEFITS:**

Option 1

Approve request.

Option 2

Receive for information.

**COSTS & SOURCE OF FUNDING:**

\$ 10,350 – Grants to Other Organizations – General Capital Reserve

Connect generator to kitchen	-\$6,835.72
Purchase fuel tank, pump, and battery to supply fuel to generator	-\$3,164.28
Replacement of generator battery and repairs	-\$350.00

There is a possibility that this cost is recoverable through a DRP claim, but any confirmation on that front is likely months away, at best.

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

ADM041 Recreational Capital Projects

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Budget be amended to include \$10,350 for the Zama Community Hall Kitchen connection to the Emergency Generator with funding coming from the Grants to Other Organizations Reserve – General Capital Reserve

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28th, 2023</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Fort Vermilion Waste Transfer Station Caretaker – Request for Proposal</b>

## **BACKGROUND / PROPOSAL:**

The current Contractor for the Fort Vermilion Waste Transfer Station has submitted his resignation as of June 30<sup>th</sup>, 2023

Administration has developed a request for proposal for Councils review.

## **OPTIONS & BENEFITS:**

N/A

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

Current Contract; 2023 Operating Budget - \$1500/month

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Social Media

## **POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That Administration move forward with advertising a Request for Proposal for the Fort Vermilion Waste Transfer Station Caretaker.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Bylaw 1300-23 Fee Schedule Bylaw Amendment</b>

**BACKGROUND / PROPOSAL:**

Administration has been requested to include an hourly fee to support private and non-profit applicants with their disposition applications.

The Planning and Development department also would like to add a minimum fee for *Development prior to Development Permit* as we are finding that some non-compliant developments are worth less than an application fee based on the value percentage.

The Operations department has seen a significant increase in the purchase of calcium for self-application. Calcium is currently being sold at cost recovery but the amount of labour required from the shop staff to load totes is not accounted for, and this can be a substantial amount of time. It is also worth noting that the County currently subsidizes the application of calcium, so to subsidize the DIY version would be consistent policy, while simultaneously discounting the staff time that it takes.

**OPTIONS & BENEFITS:**

To approve, defeat or table the bylaw amendment.

Provide an additional service to ratepayers for cost.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

Author: C Smith Reviewed by: \_\_\_\_\_ CAO: BP

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Advertise new service via Facebook and newspaper.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1300-23 being the Fee Schedule Bylaw amendment for Mackenzie County.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1300-23 being the Fee Schedule Bylaw amendment for Mackenzie County.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1300-23 being the Fee Schedule Bylaw amendment for Mackenzie County.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third and final reading be given to Bylaw 1300-23 being the Fee Schedule Bylaw amendment for Mackenzie County.

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: BP

**BYLAW NO. 1300-23**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY FEE SCHEDULE BYLAW**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, requires fees to be established by bylaw, and

**WHEREAS**, Mackenzie County has adopted a Fee Schedule Bylaw 1277-23, and

**WHEREAS**, Mackenzie County has deemed it desirable to amend portions of the Mackenzie County Fee Schedule Bylaw.

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

1. That the Mackenzie County Fee Schedule Bylaw; - AMENDED as follows:

**BUSINESS LICENSES**

Item	Amount	GST
Temporary Business License – valid for not longer than four (4) consecutive <del>weeks</del> <b>months</b>	\$25.00	N/A

**PLANNING & DEVELOPMENT**

Item	Amount	GST
Development Prior to Development Permit Issuance	1st Offence – 0.50% of development value 2nd Offence – 1% of development value 3rd Offence – 2% of development value <b>\$300 minimum fee</b>	
<b>Disposition Application Support</b>	<b>\$150 per hour</b>	<b>Applicable</b>

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

Residential Sales Centre/Development Permit prior to registration of lot	\$500.00 + application fee	Applicable
Rush – All Permits/Applications	\$1,000.00 + application fee	Applicable
Tarp Shelter (Industrial Use)/ Temporary Use/Bunkhouse	\$500.00/application	Applicable

**PUBLIC WORKS**

Item	Amount	GST
Dust Control Purchased for Self-Application	<del>\$0.32/litre</del> \$.042/litre	Applicable

2. This Bylaw shall come into force and effect upon receiving third reading.

3. This Bylaw amends Bylaw 1277-23 Fee Schedule Bylaw.

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

READ a first time this 28<sup>th</sup> day of June, 2023.

READ a second time this 28<sup>th</sup> day of June, 2023.

READ a third time and finally passed this 28<sup>th</sup> day of June, 2023.

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Joshua Knelsen  
 Reeve

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Byron Peters  
 Interim Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Janelle Veenstra, Finance Controller</b>
<b>Title:</b>	<b>Financial Reports – January 1 – May 31, 2023</b>

**BACKGROUND / PROPOSAL:**

The Finance Department provides financial reports to Council as per policy, attached are the January – May 31, 2023 reports 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 – May 31,2023)

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for January to May 31, 2023 be received for information.

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

Mackenzie County  
Summary of All Units January - May 2023

	<u>2023</u>	<u>2023 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$26,842,350	\$26,834,628	\$7,722
101-Lodge Requisition		(\$121)	\$121
102-School Requisition	\$6,379,443	\$6,392,957	(\$13,514)
103-Designated Ind. Property	\$73,830	\$73,825	\$5
124-Frontage	\$35,000	\$49,166	(\$14,166)
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$1,084,586	\$367,292	\$717,294
421-Sale of water - metered	\$3,861,992	\$1,558,012	\$2,303,980
422-Sale of water - bulk	\$951,093	\$448,116	\$502,977
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$300,000	\$53,840	\$246,160
511-Penalties of AR and utilities	\$25,000	\$9,483	\$15,517
520-Licenses and permits	\$54,000	\$46,764	\$7,236
521-Offsite levy	\$20,000	\$44,672	(\$24,672)
522-Municipal reserve revenue	\$80,000	(\$34,893)	\$114,893
526-Safety code permits	\$350,000	\$216,671	\$133,329
525-Subdivision fees	\$125,000	\$28,527	\$96,473
530-Fines	\$9,000	\$7,030	\$1,970
531-Safety code fees	\$12,000	\$5,478	\$6,522
550-Interest revenue	\$425,000	\$326,073	\$98,927
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$203,367	\$73,890	\$129,477
570-Insurance proceeds			\$0
597-Other revenue	\$25,000	\$23,452	\$1,548
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500	\$1,610	(\$1,110)
830-Federal grants			\$0
840-Provincial grants	\$921,283	\$160,161	\$761,122
890-Gain (Loss) Penny Rounding		\$1	(\$1)
909-Other Sources -Grants	\$36,301	\$21,718	\$14,583
930-Contribution from Operating Reserves	\$1,461,831		\$1,461,831
940-Contribution from Capital Reserves	\$66,144		\$66,144
<b>TOTAL REVENUE</b>	<b><u>\$43,567,720</u></b>	<b><u>\$36,927,818</u></b>	<b><u>\$6,639,902</u></b>
<b>Excluding Requisitions</b>	<b>\$37,114,447</b>	<b>\$30,461,157</b>	<b>\$6,653,290</b>

Mackenzie County  
Summary of All Units January - May 2023

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$7,383,659	\$2,349,257	\$5,034,402
132-Benefits	\$1,582,330	\$533,832	\$1,048,498
136-WCB contributions	\$84,904	\$12,302	\$72,602
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$57,600	\$10,264	\$47,336
151-Honoraria	\$615,761	\$209,194	\$406,567
211-Travel and subsistence	\$389,038	\$87,457	\$301,581
212-Promotional expense	\$43,000	\$10,833	\$32,167
214-Memberships & conference fees	\$144,656	\$54,070	\$90,586
215-Freight	\$127,950	\$32,920	\$95,030
216-Postage	\$52,000	\$12,685	\$39,315
217-Telephone	\$119,930	\$42,572	\$77,358
221-Advertising	\$76,100	\$4,745	\$71,355
223-Subscriptions and publications	\$11,700	\$6,190	\$5,510
231-Audit fee	\$120,000	\$60,000	\$60,000
232-Legal fee	\$85,000	\$38,036	\$46,964
233-Engineering consulting	\$217,000	\$1,827	\$215,173
235-Professional fee	\$219,100	\$129,607	\$89,493
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$85,938	\$10,000	\$75,938
242-Computer programming	\$228,655	\$44,989	\$183,666
243-Waste Management	\$462,067	\$124,671	\$337,396
251-Repair & maintenance - bridges	\$159,500	\$12,615	\$146,885
252-Repair & maintenance - buildings	\$139,850	\$39,669	\$100,181
253-Repair & maintenance - equipment	\$471,550	\$193,077	\$278,473
255-Repair & maintenance - vehicles	\$117,300	\$27,863	\$89,437
258-Contracted Services	\$762,152	\$218,943	\$543,209
259-Repair & maintenance - structural	\$2,072,000	\$186,787	\$1,885,213
260-Roadside Mowing & Spraying	\$462,494	\$31,319	\$431,175
261-Ice bridge construction	\$125,000	\$82,435	\$42,565
262-Rental - building and land	\$67,100	\$47,610	\$19,490
263-Rental - vehicle and equipment	\$66,253	\$9,438	\$56,815
266-Communications	\$155,967	\$36,730	\$119,237
271-Licenses and permits	\$15,300	\$13,389	\$1,911
272-Damage claims			\$0
274-Insurance	\$705,431	\$504,491	\$200,940
342-Assessor fees	\$247,820	\$51,260	\$196,560
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$1,172,029	\$300,243	\$871,786
515-Lab Testing	\$52,000	\$12,570	\$39,430
521-Fuel and oil	\$1,162,604	\$380,665	\$781,939
531-Chemicals and salt	\$428,800	\$50,467	\$378,333
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$130,000	\$9,302	\$120,698
533-Grader blades	\$143,000	\$34,544	\$108,456
534-Gravel (apply; supply and apply)	\$1,767,084	\$43,798	\$1,723,286
535-Gravel reclamation cost	\$50,000		\$50,000
994-Change in Inventory	(\$467,084)		(\$467,084)
543-Natural gas	\$202,061	\$100,737	\$101,324
544-Electrical power	\$878,157	\$323,708	\$554,449
550-Carbon Tax	\$200,000	\$83,591	\$116,409
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
735-Grants to other organizations	\$2,378,143	\$1,368,868	\$1,009,275
747-School requisition	\$6,379,443	\$1,603,242	\$4,776,201
750-Lodge requisition			\$0
760-Designated Ind. Property	\$73,830		\$73,830
763/764-Contributed to Reserve	\$4,371,489		\$4,371,489
810-Interest and service charges	\$22,360	\$12,268	\$10,092
831-Interest - long term debt	\$333,735	\$1,895	\$331,840
832-Principle - Long term debt	\$1,183,120	\$284,460	\$898,660
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,005,000	\$89,920	\$915,080
Non-TCA projects	\$1,279,343	\$356,964	\$922,379
DRP Expenses		\$39,811	(\$39,811)
<b>TOTAL EXPENSES</b>	<b>\$43,567,720</b>	<b>\$11,065,944</b>	<b>\$32,501,776</b>
<b>Excluding Requisitions</b>	<b>\$37,114,447</b>	<b>\$9,462,702</b>	<b>\$27,651,745</b>
922-Tax Cancellation/Writeoff		\$89,920	(\$89,920)
<b>995-Amortization of TCA</b>	<b>\$9,978,821</b>		<b>\$9,978,821</b>



	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
<b>OPERATING EXPENSES</b>			
132-Benefits	\$50,728	\$19,873	\$30,855
136-WCB contributions	\$5,535	\$772	\$4,763
151-Honoraria	\$529,461	\$183,380	\$346,081
211-Travel and subsistence	\$254,098	\$69,386	\$184,712
214-Memberships & conference fees	\$70,425	\$37,574	\$32,851
217-Telephone	\$7,700	\$2,457	\$5,243
221-Advertising	\$1,000	\$678	\$322
235-Professional fee	\$8,000	\$950	\$7,050
239-Training and education	\$2,800	\$0	\$2,800
266-Communications	\$15,615	\$4,126	\$11,489
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$1,111	\$8,589
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$960,256</b>	<b>\$322,134</b>	<b>\$638,122</b>
<b>Excluding Requisitions</b>	<b>\$960,256</b>	<b>\$322,134</b>	<b>\$638,122</b>

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$39,500	\$17,780	\$21,720
510-Penalties on taxes	\$300,000	\$53,840	\$246,160
511-Penalties of AR and utilities	\$13,000	\$2,734	\$10,266
550-Interest revenue	\$425,000	\$326,073	\$98,927
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$77,800	\$17,048	\$60,752
597-Other revenue	\$25,000	\$23,027	\$1,973
598-Community aggregate levy	\$85,000	\$0	\$85,000
630-Sale of non-TCA equipment	\$500	\$0	\$500
830-Federal grants			\$0
840-Provincial grants	\$190,370	\$10,820	\$179,550
890-Gain (Loss) Penny Rounding		\$1	(\$1)
909-Other Sources -Grants	\$21,301	\$0	\$21,301
930-Contribution from Operating Reserves	\$692,797		\$692,797
940-Contribution from Capital Reserves		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$1,870,268</b>	<b>\$535,789</b>	<b>\$1,334,479</b>
<b>Excluding Requisitions</b>	<b>\$1,870,268</b>	<b>\$535,789</b>	<b>\$1,338,479</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,011,178	\$636,154	\$1,375,024
132-Benefits	\$454,920	\$135,860	\$319,060
136-WCB contributions	\$19,924	\$3,141	\$16,783
142-Recruiting	\$15,000	\$0	\$15,000
150-Isolation cost	\$14,400	\$6,000	\$8,400
211-Travel and subsistence	\$38,500	\$4,389	\$34,111
212-Promotional expense	\$25,000	\$6,353	\$18,647
214-Memberships & conference fees	\$23,156	\$9,706	\$13,450
215-Freight	\$9,000	\$2,049	\$6,951
216-Postage	\$24,500	\$12,211	\$12,289
217-Telephone	\$44,050	\$20,387	\$23,663
221-Advertising	\$64,000	\$4,066	\$59,934
223-Subscriptions and publications	\$5,700	\$3,003	\$2,697
231-Audit fee	\$120,000	\$60,000	\$60,000
232-Legal fee	\$75,000	\$38,036	\$36,964
233-Engineering consulting		\$620	(\$620)
235-Professional fee	\$65,000	\$27,448	\$37,552
239-Training and education	\$8,758	\$1,348	\$7,410
242-Computer programming	\$126,510	\$18,662	\$107,848
243-Waste Management	\$7,800	\$1,104	\$6,696
252-Repair & maintenance - buildings	\$45,350	\$8,404	\$36,946
253-Repair & maintenance - equipment	\$10,100	\$7,377	\$2,723
255-Repair & maintenance - vehicles	\$6,000	\$5,257	\$743
258-Contracted Services		\$0	\$0
259-Repair & maintenance - structural		\$0	\$0
262-Rental - building and land		\$0	\$0
263-Rental - vehicle and equipment	\$8,353	\$3,214	\$5,139
266-Communications	\$51,880	\$16,312	\$35,568
271-Licenses and permits	\$100	\$252	(\$152)
274-Insurance	\$119,906	\$89,916	\$29,990
342-Assessor fees	\$247,820	\$51,260	\$196,560
511-Goods and supplies	\$104,906	\$50,535	\$54,371
521-Fuel and oil	\$35,166	\$8,576	\$26,590
994-Change in Inventory		\$0	\$0
543-Natural gas	\$29,257	\$14,752	\$14,505
544-Electrical power	\$97,324	\$42,325	\$54,999
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
763/764-Contributed to Reserve	\$394,489	\$0	\$394,489
810-Interest and service charges	\$21,000	\$11,697	\$9,303
921-Bad Debt	\$1,000,000	\$89,920	\$910,080
Non-TCA projects	\$400,851	\$237,354	\$163,497
DRP Expenses		\$39,811	
<b>TOTAL EXPENSES</b>	<b>\$7,974,898</b>	<b>\$2,292,499</b>	<b>\$5,722,210</b>
<b>Excluding Requisitions</b>	<b>\$7,974,898</b>	<b>\$2,292,499</b>	<b>\$5,682,399</b>
<b>995-Amortization of TCA</b>	<b>\$322,004</b>	<b>\$0</b>	<b>\$322,004</b>

Mackenzie County  
23-Fire Department

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$126,000	\$30,010	\$95,990
840-Provincial grants			\$0
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
<b>TOTAL REVENUE</b>	<b>\$156,000</b>	<b>\$30,010</b>	<b>\$125,990</b>
<b>Excluding Requisitions</b>	<b>\$156,000</b>	<b>\$30,010</b>	<b>\$125,990</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$45,408	\$15,722	\$29,686
132-Benefits	\$8,112	\$4,413	\$3,699
136-WCB contributions	\$509	\$71	\$438
151-Honoraria	\$86,300	\$25,814	\$60,486
211-Travel and subsistence	\$9,000	\$3,814	\$5,186
212-Promotional expense	\$3,000		\$3,000
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$1,000	\$2,129	(\$1,129)
217-Telephone	\$27,440	\$8,721	\$18,719
235-Professional fee			\$0
239-Training and education	\$36,180	\$3,840	\$32,340
252-Repair & maintenance - buildings	\$11,500	\$5,350	\$6,150
253-Repair & maintenance - equipment	\$42,000	\$13,989	\$28,011
255-Repair & maintenance - vehicles	\$12,000	\$4,336	\$7,664
258-Contracted Services	\$8,500	\$0	\$8,500
259-Repair & maintenance - structural	\$1,500	\$3,698	(\$2,198)
263-Rental - vehicle and equipment	\$27,000	\$2,530	\$24,470
266-Communications	\$69,012	\$11,080	\$57,932
271-Licenses and permits	\$4,000	\$28	\$3,972
272-Damage claims		\$0	\$0
274-Insurance	\$53,211	\$40,323	\$12,888
511-Goods and supplies	\$128,984	\$27,491	\$101,493
521-Fuel and oil	\$23,859	\$3,884	\$19,975
543-Natural gas	\$23,818	\$11,343	\$12,475
544-Electrical power	\$20,899	\$7,629	\$13,270
763/764-Contributed to Reserve	\$100,000		\$100,000
Non-TCA projects	\$30,000	\$10,529	\$19,471
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$776,862</b>	<b>\$206,736</b>	<b>\$570,126</b>
<b>Excluding Requisitions</b>	<b>\$776,862</b>	<b>\$206,736</b>	<b>\$570,126</b>
<b>995-Amortization of TCA</b>	<b>\$195,023</b>	<b>\$0</b>	<b>\$195,023</b>

Mackenzie County  
25-Ambulance/Municipal Emergency

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
560-Rental and lease revenue	\$40,500	\$20,250	\$20,250
<b>TOTAL REVENUE</b>	<b>\$40,500</b>	<b>\$20,250</b>	<b>\$20,250</b>
<b>Excluding Requisitions</b>	<b>\$40,500</b>	<b>\$20,250</b>	<b>\$20,250</b>
<b>OPERATING EXPENSES</b>			
252-Repair & maintenance - buildings	\$7,000	\$2,879	\$4,121
274-Insurance	\$4,599	\$2,500	\$2,099
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
<b>Excluding Requisitions</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
<b>995-Amortization of TCA</b>	<b>\$12,328</b>	<b>\$0</b>	<b>\$12,328</b>

Mackenzie County  
26-Enforcement Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
520-Licenses and permits		\$5	(\$5)
530-Fines	\$9,000	\$7,030	\$1,970
560-Rental and lease revenue	\$13,827	\$5,761	\$8,066
630-Sale of non-TCA equipment			\$0
<b>TOTAL REVENUE</b>	<b>\$22,827</b>	<b>\$12,796</b>	<b>\$10,031</b>
<b>Excluding Requisitions</b>	<b>\$22,827</b>	<b>\$12,796</b>	<b>\$10,031</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$15,136	\$5,241	\$9,895
132-Benefits	\$2,704	\$1,314	\$1,390
136-WCB contributions	\$170	\$24	\$146
211-Travel and subsistence	\$2,000	\$30	\$1,970
214-Memberships & conference fees		\$0	\$0
215-Freight		\$0	\$0
217-Telephone	\$1,200		\$1,200
223-Subscriptions and publications	\$2,500	\$3,187	(\$687)
235-Professional fee	\$2,000	\$700	\$1,300
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$8,000	\$700	\$7,300
252-Repair & maintenance - buildings	\$12,050	\$0	\$12,050
258-Contracted Services	\$8,000	\$0	\$8,000
266-Communications	\$500	\$180	\$320
274-Insurance	\$6,240	\$5,521	\$719
511-Goods and supplies	\$1,000	\$1,587	(\$587)
521-Fuel and oil	\$2,668	\$238	\$2,430
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$844,669</b>	<b>\$131,537</b>	<b>\$713,132</b>
<b>Excluding Requisitions</b>	<b>\$844,669</b>	<b>\$131,537</b>	<b>\$713,132</b>
<b>995-Amortization of TCA</b>	<b>\$6,404</b>	<b>\$0</b>	<b>\$6,404</b>

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage	\$35,000	\$30,872	\$4,128
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$262,036	\$155,530	\$106,506
520-Licenses and permits	\$4,000	\$2,393	\$1,607
560-Rental and lease revenue		\$1,200	(\$1,200)
570-Insurance proceeds			\$0
597-Other revenue		\$0	\$0
630-Sale of non-TCA equipment		\$1,610	(\$1,610)
830-Federal grants			\$0
840-Provincial grants	\$242,524	\$0	\$242,524
930-Contribution from Operating Reserves	\$50,000	\$0	\$50,000
<b>TOTAL REVENUE</b>	<b>\$723,560</b>	<b>\$326,604</b>	<b>\$396,956</b>
<b>Excluding Requisitions</b>	<b>\$723,560</b>	<b>\$326,604</b>	<b>\$396,956</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,925,924	\$881,496	\$2,044,428
132-Benefits	\$592,487	\$192,488	\$399,999
136-WCB contributions	\$32,497	\$4,569	\$27,928
142-Recruiting			\$0
150-Isolation cost	\$28,800	\$4,541	\$24,259
211-Travel and subsistence	\$15,600	\$1,087	\$14,513
214-Memberships & conference fees	\$12,450	\$645	\$11,805
215-Freight	\$28,000	\$1,916	\$26,084
217-Telephone	\$16,380	\$4,129	\$12,251
221-Advertising	\$900	\$0	\$900
223-Subscriptions and publications	\$3,200	\$0	\$3,200
232-Legal fee			\$0
233-Engineering consulting	\$90,000	\$0	\$90,000
235-Professional fee	\$10,000	\$18,542	(\$8,542)
239-Training and education	\$6,000	\$0	\$6,000
251-Repair & maintenance - bridges	\$159,500	\$12,615	\$146,885
252-Repair & maintenance - buildings	\$28,900	\$15,615	\$13,285
253-Repair & maintenance - equipment	\$201,000	\$107,383	\$93,617
255-Repair & maintenance - vehicles	\$60,000	\$7,853	\$52,147
258-Contracted Services	\$225,000	\$116,351	\$108,649
259-Repair & maintenance - structural	\$1,405,050	\$101,926	\$1,303,124
261-Ice bridge construction	\$125,000	\$82,435	\$42,565
262-Rental - building and land	\$3,900	\$16,500	(\$12,600)
263-Rental - vehicle and equipment	\$5,000	\$0	\$5,000
266-Communications	\$12,740	\$3,790	\$8,950
271-Licenses and permits	\$3,225	\$8,032	(\$4,807)
272-Damage claims		\$0	\$0
274-Insurance	\$190,873	\$157,135	\$33,738
511-Goods and supplies	\$442,239	\$130,442	\$311,797
521-Fuel and oil	\$989,827	\$53,330	\$936,497
531-Chemicals and salt	\$165,000	\$0	\$165,000
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$130,000	\$9,302	\$120,698
533-Grader blades	\$143,000	\$34,544	\$108,456
534-Gravel (apply; supply and apply)	\$1,767,084	\$43,798	\$1,723,286
535-Gravel reclamation cost	\$50,000		\$50,000
994-Change in Inventory	(\$467,084)	\$0	(\$467,084)
543-Natural gas	\$22,467	\$10,905	\$11,562
544-Electrical power	\$322,403	\$128,688	\$193,715
550-Carbon Tax	\$200,000	\$83,591	\$116,409
763/764-Contributed to Reserve	\$1,703,750	\$0	\$1,703,750
831-Interest - long term debt	\$317,623	(\$489)	\$318,112
832-Principle - Long term debt	\$942,133	\$170,211	\$771,922
Non-TCA projects		\$20,680	(\$20,680)
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$13,010,868</b>	<b>\$2,424,050</b>	<b>\$10,586,818</b>
<b>Excluding Requisitions</b>	<b>\$13,010,868</b>	<b>\$2,424,050</b>	<b>\$10,586,818</b>
<b>995-Amortization of TCA</b>	<b>\$6,309,770</b>	<b>\$0</b>	<b>\$6,309,770</b>

Jan - May 2023

Mackenzie County  
33-Airport

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$52,500	\$8,036	\$44,464
560-Rental and lease revenue	\$42,062	\$26,081	\$15,981
930-Contribution from Operating Reserves	\$47,707		\$47,707
<b>TOTAL REVENUE</b>	<b>\$142,269</b>	<b>\$34,117</b>	<b>\$108,152</b>
<b>Excluding Requisitions</b>	<b>\$142,269</b>	<b>\$34,117</b>	<b>\$108,152</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$24,848	\$0	\$24,848
132-Benefits	\$6,565	\$0	\$6,565
136-WCB contributions	\$278	\$39	\$239
211-Travel and subsistence	\$4,000		\$4,000
214-Memberships & conference fees	\$4,500	\$0	\$4,500
215-Freight	\$1,000	\$89	\$911
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		\$3,500
253-Repair & maintenance - equipment	\$28,000	\$11,599	\$16,401
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200		\$26,200
262-Rental - building and land	\$60,000	\$30,000	\$30,000
266-Communications	\$2,720	\$247	\$2,473
271-Licenses and permits	\$725		\$725
274-Insurance	\$7,534	\$6,096	\$1,438
511-Goods and supplies	\$1,000	\$2,137	(\$1,137)
521-Fuel and oil	\$854	\$0	\$854
531-Chemicals and salt	\$17,500	\$0	\$17,500
994-Change in Inventory		\$0	\$0
543-Natural gas	\$5,220	\$4,963	\$257
544-Electrical power	\$39,205	\$14,194	\$25,011
Non-TCA projects	\$47,707	\$7,255	\$40,452
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$298,156</b>	<b>\$79,019</b>	<b>\$219,137</b>
<b>Excluding Requisitions</b>	<b>\$298,156</b>	<b>\$79,019</b>	<b>\$219,137</b>
<b>995-Amortization of TCA</b>	<b>\$197,221</b>	<b>\$0</b>	<b>\$197,221</b>

## Mackenzie County

## 41-Water Services

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage		\$5,926	(\$5,926)
420-Sales of goods and services	\$69,000	\$22,031	\$46,969
421-Sale of water - metered	\$2,596,873	\$1,093,997	\$1,502,876
422-Sale of water - bulk	\$942,693	\$445,991	\$496,702
511-Penalties of AR and utilities	\$12,000	\$6,749	\$5,251
521-Offsite levy	\$20,000	\$44,672	(\$24,672)
597-Other revenue		\$425	(\$425)
630-Sale of non-TCA equipment			\$0
930-Contribution from Operating Reserves	\$207,842	\$0	\$207,842
<b>TOTAL REVENUE</b>	<b>\$3,848,408</b>	<b>\$1,619,791</b>	<b>\$2,228,617</b>
<b>Excluding Requisitions</b>	<b>\$3,848,408</b>	<b>\$1,619,791</b>	<b>\$2,228,617</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$578,394	\$172,821	\$405,573
132-Benefits	\$107,964	\$35,641	\$72,323
136-WCB contributions	\$6,575	\$903	\$5,672
150-Isolation cost	\$8,640	(\$277)	\$8,917
211-Travel and subsistence	\$39,600	\$6,642	\$32,958
214-Memberships & conference fees	\$3,020	\$866	\$2,154
215-Freight	\$81,600	\$25,621	\$55,979
216-Postage	\$21,500	\$0	\$21,500
217-Telephone	\$18,000	\$4,936	\$13,064
221-Advertising	\$500	\$0	\$500
233-Engineering consulting	\$51,000	\$1,207	\$49,793
239-Training and education	\$10,750	\$1,600	\$9,150
242-Computer programming	\$17,270	\$1,368	\$15,902
252-Repair & maintenance - buildings	\$15,900	\$6,007	\$9,893
253-Repair & maintenance - equipment	\$132,500	\$49,646	\$82,854
255-Repair & maintenance - vehicles	\$14,000	\$3,213	\$10,787
258-Contracted Services	\$36,600	\$2,183	\$34,417
259-Repair & maintenance - structural	\$102,200	\$6,489	\$95,711
262-Rental - building and land	\$3,200	\$1,110	\$2,090
263-Rental - vehicle and equipment	\$1,500	\$0	\$1,500
266-Communications	\$2,500	\$995	\$1,505
271-Licenses and permits	\$950	\$374	\$576
272-Damage claims		\$0	\$0
274-Insurance	\$180,654	\$104,056	\$76,598
511-Goods and supplies	\$312,400	\$70,031	\$242,369
515-Lab Testing	\$46,500	\$12,570	\$33,930
521-Fuel and oil	\$68,606	\$10,432	\$58,174
531-Chemicals and salt	\$135,300	\$48,658	\$86,642
994-Change in Inventory		\$0	\$0
543-Natural gas	\$114,159	\$55,711	\$58,448
544-Electrical power	\$343,064	\$115,607	\$227,457
763/764-Contributed to Reserve	\$923,265	\$0	\$923,265
831-Interest - long term debt	\$9,303	\$4,955	\$4,348
832-Principle - Long term debt	\$217,529	\$108,461	\$109,068
921-Bad Debt	\$5,000		\$5,000
Non-TCA projects	\$207,842	\$8,353	\$199,489
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$3,817,785</b>	<b>\$860,181</b>	<b>\$2,957,604</b>
<b>Excluding Requisitions</b>	<b>\$3,817,785</b>	<b>\$860,181</b>	<b>\$2,957,604</b>
<b>995-Amortization of TCA</b>	<b>\$1,410,469</b>	<b>\$0</b>	<b>\$1,410,469</b>



Mackenzie County  
42-Sewer Services

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage		\$12,369	(\$12,369)
421-Sale of water - metered	\$1,265,119	\$464,014	\$801,105
422-Sale of water - bulk	\$8,400	\$2,125	\$6,275
930-Contribution from Operating Reserves			\$0
<b>TOTAL REVENUE</b>	<b>\$1,273,519</b>	<b>\$478,508</b>	<b>\$795,011</b>
<b>Excluding Requisitions</b>	<b>\$1,273,519</b>	<b>\$478,508</b>	<b>\$795,011</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$351,829	\$115,541	\$236,288
132-Benefits	\$72,685	\$24,624	\$48,061
136-WCB contributions	\$4,005	\$549	\$3,456
150-Isolation cost	\$5,760	\$0	\$5,760
215-Freight	\$4,250	\$347	\$3,903
232-Legal fee		\$0	\$0
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750	\$1,414	\$336
253-Repair & maintenance - equipment	\$16,200	\$2,964	\$13,236
259-Repair & maintenance - structural	\$138,150	\$10,160	\$127,990
263-Rental - vehicle and equipment	\$3,000		\$3,000
271-Licenses and permits	\$100		\$100
274-Insurance	\$13,448	\$10,753	\$2,695
511-Goods and supplies	\$10,500	\$4,162	\$6,338
515-Lab Testing	\$5,500	\$0	\$5,500
521-Fuel and oil			\$0
531-Chemicals and salt	\$36,000	\$1,810	\$34,190
543-Natural gas	\$6,156	\$2,798	\$3,358
544-Electrical power	\$34,394	\$9,426	\$24,968
763/764-Contributed to Reserve	\$539,985	\$0	\$539,985
831-Interest - long term debt	\$6,809	(\$1,622)	\$8,431
832-Principle - Long term debt	\$23,458	\$5,788	\$17,670
Non-TCA projects			\$0
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,279,979</b>	<b>\$188,714</b>	<b>\$1,091,265</b>
<b>Excluding Requisitions</b>	<b>\$1,279,979</b>	<b>\$188,714</b>	<b>\$1,091,265</b>
<b>995-Amortization of TCA</b>	<b>\$698,464</b>	<b>\$0</b>	<b>\$698,464</b>

Mackenzie County  
43-Solid Waste Disposal

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$432,290	\$111,754	\$320,536
909-Other Sources -Grants	\$0	\$21,718	(\$21,718)
930-Contribution from Operating Reserves	\$7,000		\$7,000
<b>TOTAL REVENUE</b>	<b>\$439,290</b>	<b>\$133,472</b>	<b>\$305,818</b>
<b>Excluding Requisitions</b>	<b>\$439,290</b>	<b>\$133,472</b>	<b>\$305,818</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$58,584	\$14,872	\$43,712
132-Benefits	\$10,951	\$3,878	\$7,073
136-WCB contributions	\$656	\$91	\$565
214-Memberships & conference fees		\$0	\$0
221-Advertising	\$800	\$0	\$800
235-Professional fee			\$0
243-Waste Management	\$454,267	\$123,567	\$330,700
252-Repair & maintenance - buildings	\$5,400	\$0	\$5,400
253-Repair & maintenance - equipment	\$12,750	\$0	\$12,750
258-Contracted Services	\$141,352	\$50,725	\$90,627
259-Repair & maintenance - structural	\$36,600	\$5,966	\$30,634
271-Licenses and permits	\$200	\$5	\$195
274-Insurance	\$5,908	\$5,284	\$624
511-Goods and supplies	\$2,100	\$769	\$1,331
521-Fuel and oil	\$12,505	\$192	\$12,313
544-Electrical power	\$17,922	\$5,586	\$12,336
810-Interest and service charges	\$1,360	\$571	\$789
Non-TCA projects	\$30,000		\$30,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$791,355</b>	<b>\$211,508</b>	<b>\$579,848</b>
<b>Excluding Requisitions</b>	<b>\$791,355</b>	<b>\$211,508</b>	<b>\$579,848</b>
<b>995-Amortization of TCA</b>	<b>\$18,112</b>	<b>\$0</b>	<b>\$18,112</b>

Mackenzie County  
51-Family Community Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
840-Provincial grants	\$298,682	\$149,341	\$149,341
909-Other Sources -Grants			\$0
930-Contribution from Operating Reserves		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$298,682</b>	<b>\$149,341</b>	<b>\$149,341</b>
<b>Excluding Requisitions</b>	<b>\$298,682</b>	<b>\$149,341</b>	<b>\$149,341</b>
<b>OPERATING EXPENSES</b>			
255-Repair & maintenance - vehicles		\$20	(\$20)
274-Insurance		\$355	(\$355)
735-Grants to other organizations	\$881,809	\$543,268	\$338,541
763/764-Contributed to Reserve	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$901,809</b>	<b>\$543,643</b>	<b>\$358,166</b>
<b>Excluding Requisitions</b>	<b>\$901,809</b>	<b>\$543,643</b>	<b>\$358,166</b>

Mackenzie County  
61-Planning Development

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$23,000	\$13,430	\$9,570
520-Licenses and permits	\$50,000	\$44,367	\$5,633
526-Safety code permits	\$350,000	\$216,671	\$133,329
525-Subdivision fees		\$0	\$0
531-Safety code fees	\$12,000	\$5,478	\$6,522
560-Rental and lease revenue		\$0	\$0
630-Sale of non-TCA equipment		\$0	\$0
840-Provincial grants	\$55,800		\$55,800
930-Contribution from Operating Reserves	\$390,223	\$0	\$390,223
<b>TOTAL REVENUE</b>	<b>\$881,023</b>	<b>\$279,946</b>	<b>\$601,077</b>
<b>Excluding Requisitions</b>	<b>\$881,023</b>	<b>\$279,946</b>	<b>\$601,077</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$653,102	\$235,898	\$417,204
132-Benefits	\$138,917	\$55,232	\$83,685
136-WCB contributions	\$6,722	\$1,020	\$5,702
142-Recruiting			\$0
211-Travel and subsistence	\$9,000	\$73	\$8,927
212-Promotional expense	\$2,000	\$0	\$2,000
214-Memberships & conference fees	\$6,535	\$3,090	\$3,445
215-Freight	\$2,000	\$754	\$1,246
216-Postage	\$4,000	\$474	\$3,526
217-Telephone	\$980	\$291	\$689
221-Advertising	\$3,000	\$0	\$3,000
232-Legal fee	\$10,000	\$0	\$10,000
233-Engineering consulting		\$0	\$0
235-Professional fee	\$20,000	\$5,704	\$14,296
239-Training and education	\$4,400	\$560	\$3,840
242-Computer programming	\$75,875	\$24,959	\$50,916
255-Repair & maintenance - vehicles	\$2,000	\$2,893	(\$893)
258-Contracted Services	\$250,000	\$46,533	\$203,467
263-Rental - vehicle and equipment	\$12,000	\$994	\$11,006
271-Licenses and permits	\$2,000	\$3,987	(\$1,987)
274-Insurance	\$5,060	\$4,662	\$398
511-Goods and supplies	\$14,000	\$6,797	\$7,203
521-Fuel and oil	\$2,506	\$1,405	\$1,102
Non-TCA projects	\$446,023	\$18,226	\$427,798
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,670,120</b>	<b>\$413,550</b>	<b>\$1,256,570</b>
<b>Excluding Requisitions</b>	<b>\$1,670,120</b>	<b>\$413,550</b>	<b>\$1,256,570</b>
<b>995-Amortization of TCA</b>	<b>\$10,783</b>	<b>\$0</b>	<b>\$10,783</b>

Mackenzie County  
63-Agriculture

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$6,700	\$6,500	\$200
560-Rental and lease revenue	\$29,178	\$3,550	\$25,628
840-Provincial grants	\$133,907	\$0	\$133,907
909-Other Sources -Grants		\$0	\$0
930-Contribution from Operating Reserves	\$38,400	\$0	\$38,400
<b>TOTAL REVENUE</b>	<b>\$208,185</b>	<b>\$10,050</b>	<b>\$198,135</b>
<b>Excluding Requisitions</b>	<b>\$208,185</b>	<b>\$10,050</b>	<b>\$198,135</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$361,204	\$113,471	\$247,733
132-Benefits	\$69,161	\$26,960	\$42,201
136-WCB contributions	\$4,046	\$564	\$3,482
211-Travel and subsistence	\$12,840	\$1,350	\$11,490
212-Promotional expense	\$2,000	\$115	\$1,885
214-Memberships & conference fees	\$5,495	\$1,219	\$4,276
215-Freight			\$0
216-Postage		\$0	\$0
217-Telephone	\$2,220	\$944	\$1,276
221-Advertising	\$500	\$0	\$500
232-Legal fee			\$0
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$79,000	\$73,864	\$5,136
239-Training and education	\$1,450	\$0	\$1,450
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$10,000	\$50	\$9,950
255-Repair & maintenance - vehicles	\$8,000	\$943	\$7,057
258-Contracted Services		\$0	\$0
259-Repair & maintenance - structural	\$276,500	\$58,548	\$217,952
260-Roadside Mowing & Spraying	\$462,494	\$31,319	\$431,175
263-Rental - vehicle and equipment	\$4,000	\$0	\$4,000
271-Licenses and permits		\$84	(\$84)
274-Insurance	\$17,031	\$15,712	\$1,319
511-Goods and supplies	\$107,900	\$1,954	\$105,946
521-Fuel and oil	\$24,007	\$2,779	\$21,228
531-Chemicals and salt	\$75,000	\$0	\$75,000
994-Change in Inventory		\$0	\$0
735-Grants to other organizations	\$155,000	\$58,391	\$96,609
763/764-Contributed to Reserve	\$500,000		\$500,000
Non-TCA projects	\$30,000	\$0	\$30,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$2,237,348</b>	<b>\$388,269</b>	<b>\$1,849,079</b>
<b>Excluding Requisitions</b>	<b>\$2,237,348</b>	<b>\$388,269</b>	<b>\$1,849,079</b>
<b>995-Amortization of TCA</b>	<b>\$40,206</b>	<b>\$0</b>	<b>\$40,206</b>

## Mackenzie County

## 66-Subdivision

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
424-Sale of land	\$10,000		\$10,000
522-Municipal reserve revenue	\$80,000	(\$34,893)	\$114,893
525-Subdivision fees	\$125,000	\$28,527	\$96,473
597-Other revenue			\$0
<b>TOTAL REVENUE</b>	<b>\$215,000</b>	<b>(\$6,366)</b>	<b>\$221,366</b>
<b>Excluding Requisitions</b>	<b>\$215,000</b>	<b>(\$6,366)</b>	<b>\$221,366</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$259,130	\$115,778	\$143,352
132-Benefits	\$52,213	\$25,878	\$26,335
136-WCB contributions	\$2,879	\$405	\$2,474
211-Travel and subsistence	\$2,000	\$184	\$1,816
214-Memberships & conference fees	\$1,225	\$725	\$500
215-Freight		\$0	\$0
216-Postage	\$2,000	\$0	\$2,000
217-Telephone	\$960	\$171	\$789
233-Engineering consulting	\$30,000	\$0	\$30,000
235-Professional fee	\$25,000	\$0	\$25,000
239-Training and education	\$2,000	\$753	\$1,247
263-Rental - vehicle and equipment	\$5,400	\$2,700	\$2,700
511-Goods and supplies	\$4,000	\$47	\$3,953
763/764-Contributed to Reserve	\$80,000		\$80,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$466,807</b>	<b>\$146,641</b>	<b>\$320,166</b>
<b>Excluding Requisitions</b>	<b>\$466,807</b>	<b>\$146,641</b>	<b>\$320,166</b>

Mackenzie County  
71-Recreation Department

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
930-Contribution from Operating Reserves	\$6,862	\$0	\$6,862
940-Contribution from Capital Reserves	\$16,144	\$0	\$16,144
<b>TOTAL REVENUE</b>	<b>\$23,006</b>	<b>\$0</b>	<b>\$23,006</b>
<b>Excluding Requisitions</b>	<b>\$23,006</b>	<b>\$0</b>	<b>\$23,006</b>
<b>OPERATING EXPENSES</b>			
252-Repair & maintenance - buildings			\$0
274-Insurance	\$91,102	\$54,678	\$36,424
511-Goods and supplies		\$0	\$0
544-Electrical power		\$0	\$0
735-Grants to other organizations	\$1,079,252	\$636,931	\$442,321
763/764-Contributed to Reserve	\$60,000		\$60,000
831-Interest - long term debt		(\$949)	\$949
832-Principle - Long term debt		\$0	\$0
Non-TCA projects	\$30,920	\$14,756	\$16,164
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,261,274</b>	<b>\$705,416</b>	<b>\$555,858</b>
<b>Excluding Requisitions</b>	<b>\$1,261,274</b>	<b>\$705,416</b>	<b>\$555,858</b>
<b>995-Amortization of TCA</b>	<b>\$644,710</b>	<b>\$0</b>	<b>\$644,710</b>

Mackenzie County  
72-Parks Playgrounds

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$73,560	\$2,221	\$71,339
930-Contribution from Operating Reserves	\$6,000	\$0	\$6,000
940-Contribution from Capital Reserves	\$30,000		\$30,000
<b>TOTAL REVENUE</b>	<b>\$109,560</b>	<b>\$2,221</b>	<b>\$107,339</b>
<b>Excluding Requisitions</b>	<b>\$109,560</b>	<b>\$2,221</b>	<b>\$107,339</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$98,922	\$42,264	\$56,658
132-Benefits	\$14,923	\$7,671	\$7,252
136-WCB contributions	\$1,108	\$154	\$954
211-Travel and subsistence	\$2,400	\$501	\$1,899
214-Memberships & conference fees	\$1,720	\$245	\$1,475
215-Freight	\$1,100	\$15	\$1,085
217-Telephone	\$1,000	\$535	\$465
221-Advertising	\$400	\$0	\$400
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$100		\$100
239-Training and education	\$2,400	\$1,200	\$1,200
252-Repair & maintenance - buildings	\$8,000	\$0	\$8,000
253-Repair & maintenance - equipment	\$19,000	\$68	\$18,932
255-Repair & maintenance - vehicles	\$12,000	\$3,348	\$8,652
258-Contracted Services	\$92,700	\$3,150	\$89,550
259-Repair & maintenance - structural	\$85,800	\$0	\$85,800
263-Rental - vehicle and equipment			\$0
266-Communications	\$1,000	\$0	\$1,000
271-Licenses and permits	\$4,000	\$627	\$3,373
272-Damage claims		\$0	\$0
274-Insurance	\$4,018	\$2,496	\$1,522
511-Goods and supplies	\$33,300	\$3,179	\$30,121
521-Fuel and oil	\$2,606	\$0	\$2,606
534-Gravel (apply; supply and apply)			\$0
994-Change in Inventory		\$0	\$0
543-Natural gas	\$984	\$264	\$720
544-Electrical power	\$2,946	\$253	\$2,693
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$36,000	\$0	\$36,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$496,427</b>	<b>\$65,969</b>	<b>\$430,458</b>
<b>Excluding Requisitions</b>	<b>\$496,427</b>	<b>\$65,969</b>	<b>\$430,458</b>
<b>995-Amortization of TCA</b>	<b>\$113,327</b>	<b>\$0</b>	<b>\$113,327</b>



	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
<hr/>			
<hr/>			
<b>OPERATING EXPENSES</b>			
212-Promotional expense	\$11,000	\$4,365	\$6,636
214-Memberships & conference fees	\$12,500	\$0	\$12,500
221-Advertising	\$5,000	\$0	\$5,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$28,500</b>	<b>\$4,365</b>	<b>\$24,136</b>
<b>Excluding Requisitions</b>	<b>\$28,500</b>	<b>\$4,365</b>	<b>\$24,136</b>

Mackenzie County  
74-Library Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
940-Contribution from Capital Reserves	\$20,000		\$20,000
<b>TOTAL REVENUE</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>Excluding Requisitions</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>OPERATING EXPENSES</b>			
274-Insurance	\$3,653	\$3,176	\$477
735-Grants to other organizations	\$262,082	\$130,278	\$131,804
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$285,735</b>	<b>\$133,454</b>	<b>\$152,281</b>
<b>Excluding Requisitions</b>	<b>\$285,735</b>	<b>\$133,454</b>	<b>\$152,281</b>



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>2023 Operating Budget Amendment – FCSS</b>

**BACKGROUND / PROPOSAL:**

As part of the 2023 Operating Budget, a grant from Family and Community Support Services (FCSS) in the amount of \$298,682, with a Municipal portion of \$74,671 is included. These funds are allocated to 3 FCSS boards within the municipality.

Administration was notified of an increase of 4.5% in funding being allocated over the next 3 years to assist the FCSS groups in the community services they provide. Administration is requesting a budget amendment to ensure these additional funds are recognized in the 2023 Operating budget, which will be allocated proportionately to the 3 boards.

For the 2023 operating year, the amending agreement identifies \$10,081 from the province, and \$2,520 required from the municipality.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Family and Community Support Services grant - \$10,081  
 General Operating Reserve - \$2,520

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

Fort Vermilion La Crete, and Zama FCSS boards will have letters sent along with funds identifying the increase.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Operating Budget be amended by \$12,601 to include the additional grant funding from Family and Community Support Services in the amount of \$10,081, and funding of \$2,520 from the General Operating Reserve.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Councillor Expense Claims</b>

**BACKGROUND / PROPOSAL:**

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

A copy of the following councillor Honorariums and Expense Claims will be presented at the meeting:

- May – All Councillors excluding Councillor Driedger

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

1272-22 Honorariums and Expense Reimbursement Bylaw

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Councillor Expense Claims for May 2023 be received for information.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative and Support Services</b>
<b>Title:</b>	<b>Members at Large Expense Claims</b>

**BACKGROUND / PROPOSAL:**

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

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

<b>Name</b>	<b>Board/Committee</b>	<b>Month</b>
<b>Tim Driedger</b>	<b>Municipal Planning Commission</b>	<b>June</b>
<b>Andrew O'Rourke</b>	<b>Municipal Planning Commission</b>	<b>June</b>

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_

**POLICY REFERENCES:**

Bylaw 1272-22- Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Member at Large Expense Claims for April 2023 be received for information.

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Strategic Transportation Infrastructure Program (STIP) Funding Applications</b>

## **BACKGROUND / PROPOSAL:**

Administration received a letter from Transportation and Economic Corridors (TEC) on June 13, 2023 in regards to the STIP applications for bridge files:

- BF 81336 SW-35-105-14-W5M
- BF 76278 NW 21-109-12-W5M
- BF 78209 NW-17-105-14-W5M

The letter states that all three projects were **not** recommended for approval.

## **OPTIONS & BENEFITS:**

If any of the projects are started before funding is approved under STIP, the projects will no longer be eligible for funding.

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

The suggestion from the letter was to seek funding from other sources such as the Municipal Sustainability Initiative (MSI) or the Municipal Stimulus Program.

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

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

June 13, 2023

Reeve Joshua Knelsen  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Reeve Knelsen:

**Subject: Strategic Transportation Infrastructure Program**  
**LRB - BF 81336 Bridge Replacement and Other Work**  
**LRB - BF 76278 Bridge Replacement and Other Work**  
**LRB - BF 78209 Bridge Replacement and Other Work**

---

Thank you for the recent applications under the Strategic Transportation Infrastructure Program (STIP).

Applications have exceeded available funding and the above projects were not recommended for funding approval at this time. The next intake for STIP closes on November 30, 2023. Please submit any applications for the 2024 funding year before that time.

For STIP- Local Road Bridge component applications, the department advises that only structures with a Structural Rating (SR) lower than 44.44 should be submitted. All of the above projects had a SR rating greater than 44.44.

If the municipality chooses to start a project before receiving funding approval under the STIP, the project will no longer be eligible for funding support. The municipality may want to use funding from other grant programs that may be available, such as the Municipal Sustainability Initiative or the Municipal Stimulus Program.

If you have any questions regarding STIP, please contact Samantha Lee, Infrastructure Technologist at (780) 618-4357.

Regards,

Chase Milligen, P. Eng., PMP  
Regional Director

SL

cc: Danny Jung, Infrastructure Manager  
Samantha Lee, Infrastructure Technologist  
Byron Peters, Interim Chief Administrative Officer, Mackenzie County



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>Bylaw 1301-23 Land Use Bylaw Amendment to Rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”</b>

## **BACKGROUND / PROPOSAL:**

Administration has received a request to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”

The landowner would like to rezone these properties to provide for, bare-land duplexes. He has also submitted an application for subdivision for these eight (8) lots.

The purpose of the Residential 2A (H-R2A) district is to provide for entry-level dwellings to accommodate small lots within Hamlets. The lots proposed for rezoning are currently regular sized, if subdivision is passed, the lots would be split in half with a half of a duplex on each lot.

Currently these lots are empty.

According to the Land Use Bylaw 1066-17, Section 9.21 states:

### **Regulations**

In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

**Author:** J Kramer      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

Regulation	Standard
<b>DWELLING - DUPLEX</b>	
Width	20.0 m (65.62ft)
Depth	30.5m (100.0ft)

Proposed Bylaw 1301-23 was presented to the Municipal Planning Commission on June 22, 2023.

**OPTIONS & BENEFITS:**

Options are to give first reading, defeat first reading or table 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 a 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 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from

**Author:** J Kramer      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A” subject to public hearing input.

**Author:** J Kramer **Reviewed by:** C Smith **CAO:** \_\_\_\_\_

**BYLAW NO. 1301-23**  
**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 Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”

**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 parcel known as:

Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5

Within Mackenzie County, be from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A” as outlined in Schedule “A” hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

---

Josh Knelsen  
Reeve

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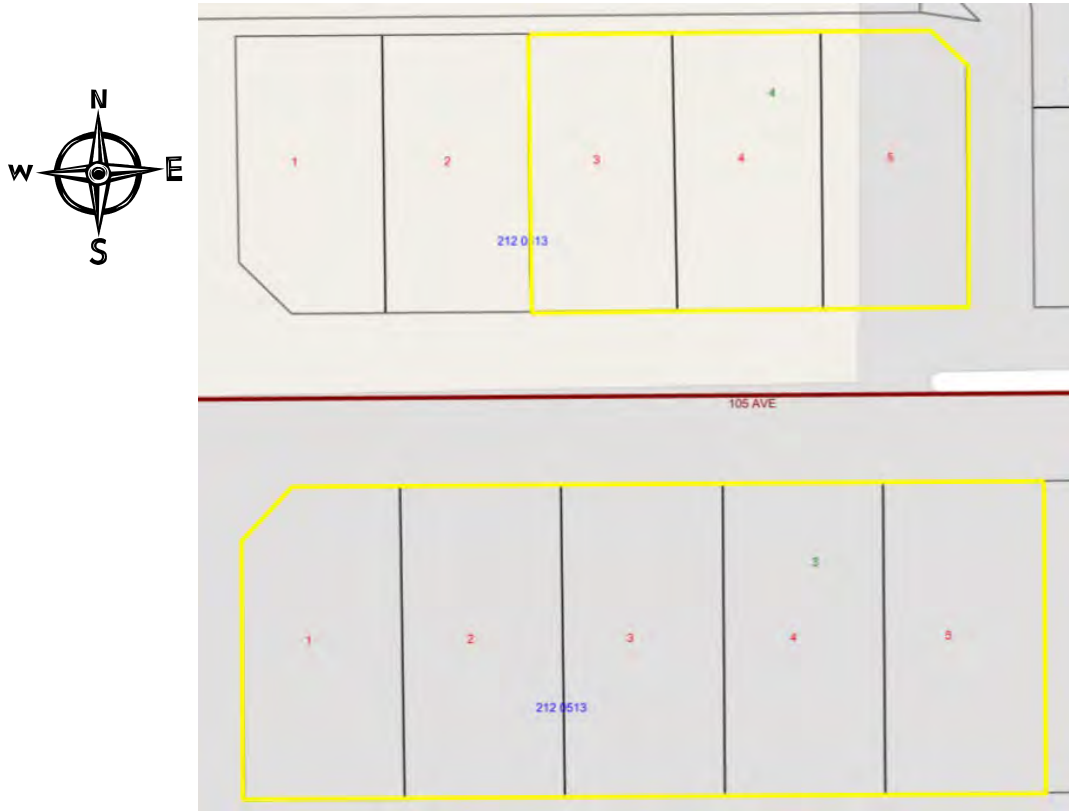
Byron Peters  
Interim Chief Administrative Officer



**BYLAW No. 1301-23**

**SCHEDULE "A"**

1. That the land use designation of the following property known as Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 within Mackenzie County, be rezoned:



FROM: Hamlet Residential 1 "H-R1"

TO: Hamlet Residential 2A "H-R2A"

## Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

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

Complete only if different from Applicant

Name of Registered Owner <b>511950 Alberta Limited</b>		
Address: <b>Box 1017</b>		
City/Town <b>LaCrete</b>		
Postal Code <b>T0H-2H0</b>	Phone <b>780-928-</b>	Cell <b>Section 17 (1)</b>
Owner Email <b>3750</b>		

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
						2120513	04	03
						2120513	04	04
						2120513	04	05
						2120513	03	01
						2120513	03	02
							2120513	03 03
							2120513	03 04
							2120513	03 05

Civic Address: \_\_\_\_\_

Land Use Classification Amendment Proposed:

From: HR1 To: HR2A

Reasons Supporting Proposed Amendment:

*I want to provide duplexes on these lots. In addition to sub-division for these lots.*

I have enclosed the required application fee of: 1880.84 Receipt No.: 296953

Applicant Signature \_\_\_\_\_  
**Section 17 (1)**

Date \_\_\_\_\_  
June 19/23  
Date \_\_\_\_\_

Registered Owner Signature \_\_\_\_\_

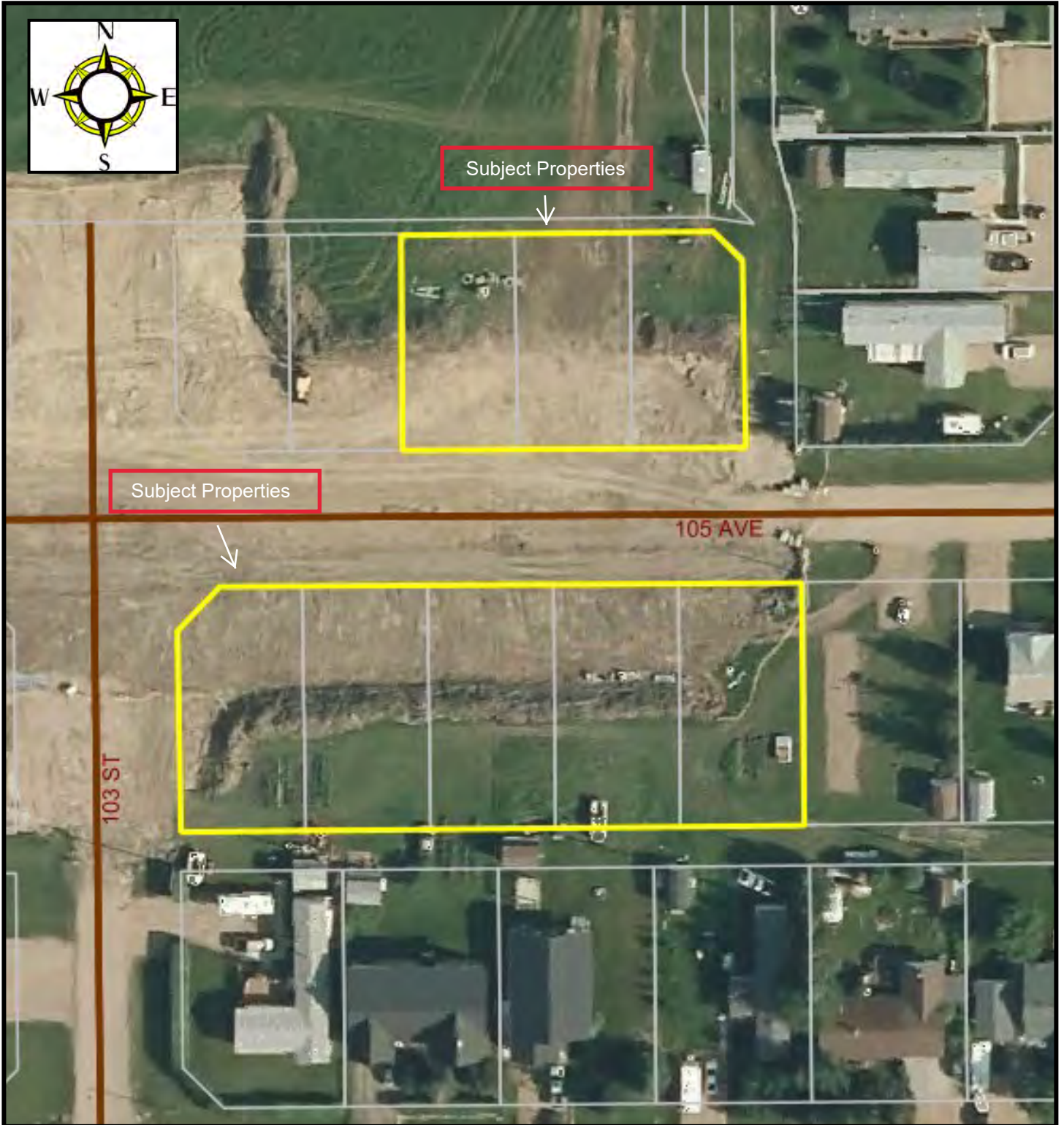
**NOTE: Registered Owner's signature required only if different from applicant**

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.





# SUBDIVISION APPLICATION: DRAWING



**File Bylaw 1301-23**

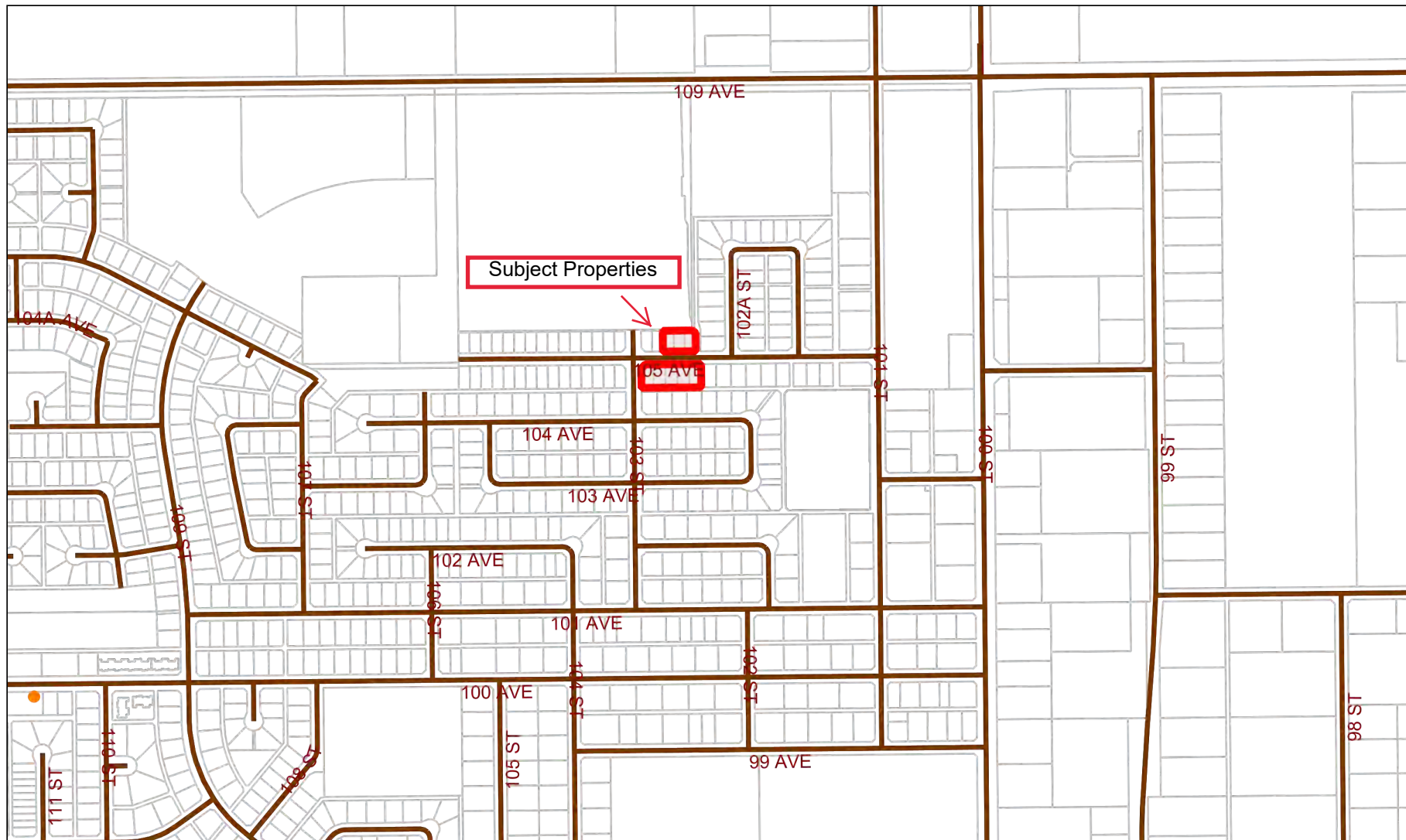
**NOT TO SCALE**


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Scale 1: 8,554

100 yd 

100 m 

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Mackenzie County

Date Created: 6/20/2023

### Mackenzie County-Bylaw 1301-23 (Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5)



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Inter-municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of June 15, 2023 Inter-municipal Planning Commission meeting is attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the unapproved Inter-municipal Planning Commission meeting minutes of June 15, 2023 be received for information.

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

## INTER – MUNICIPAL PLANNING COMMISSION MEETING

Thursday, June 15, 2023

7:00 p.m.

High Level Town Office

**PRESENT:** David Driedger Vice Chair, Councillor – Mackenzie County (Virtual)  
Josh Lambert Councillor – Town of High Level  
Mike Morgan Member at Large – Town of High Level  
Andrew O'Rourke Member at Large – Mackenzie County (Virtual)

**ADMINISTRATION:**  
(Mackenzie County) Caitlin Smith Director of Planning & Agriculture  
Lynda Washkevich Development Officer/Recording Secretary  
(Town of High Level) Hayley Gavin Director of Planning & Development (Virtual)  
Leah Patmore Planning & Development Officer

**REGRETS:** Brent Anderson Councillor, Chair –Town of High Level  
Jacquie Bateman Councillor – Mackenzie County

**MEMBER OF PUBLIC:** Tyler Braun

**MOTION** 1. **CALL TO ORDER**

Mike Morgan called the meeting to order at 7:03 p.m.

2. **ADOPTION OF AGENDA**

**IMPC 23-06-001** **MOVED** by Josh Lambert

That the agenda be adopted as presented.

**CARRIED**

3. **MINUTES**

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

**IMPC 23-06-002** **MOVED** by Andrew O'Rourke

That the minutes of the November 22, 2022 Inter-Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

#### **4. a) Terms of Reference**

For information.

#### **5. DELEGATIONS**

None.

#### **6. BUSINESS**

##### **Development Permit Application**

**107-DP-23 Tyler Braun**

**Plan 072 2976, Block 1, Lot 1 (High Level Rural)**

**IMPC 23-06-003**

**MOVED** by David Driedger

That Development Permit 107-DP-23 on Plan 072 2976, Block 1, Lot 1 in the name of Tyler Braun be APPROVED with the following conditions:

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

1. A 20% Setback Variance for the Dwelling – Single Family Addition and Garage - Attached is hereby granted. The Dwelling – Single Family Addition and Garage - Attached shall be a minimum of 12.2 meters (40 feet) from Twp Rd 1104.
2. The proposed use must be a minimum of 230 feet from the center line of Highway 35.;
3. Remaining minimum building setbacks: 15.2 meters (50 feet) front yard; 7.6 meters (25 feet) South side yard; and 15.2 meters (50 feet) rear yard; from the property lines.;
4. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
5. The Dwelling – Single Family Addition and Garage - Attached shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;



6. The Addition shall be constructed and finished with similar construction materials as the existing Building to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the existing Building and Addition shall be similar in appearance and color.;
7. The Garage - Attached shall be constructed and finished with similar construction materials as the existing Building to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the existing Building and Garage-Attached shall be similar in appearance and color.;
8. The Garage-Attached shall not exceed 80% of the Dwelling-Single Family and shall have a maximum vehicle entrance door height of 15 feet.;
9. No accessory building erected/or moved onto the site shall be used as a dwelling.;
10. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;
11. The architecture, construction materials and appearance of the Dwelling – Single Family Addition and Garage - Attached and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
12. All basement or below grade developments shall have an operational sump pump;
13. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.;
14. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
15. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
16. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
17. No site work or grading shall take place on the site that will

alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;

18. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
19. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
20. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
21. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**6. MEETING DATE**

To be decided.

**7. ADJOURNMENT**

**IMPC 23-06-004**

**MOVED** by David Driedger

That the Inter – Municipal Planning Commission Meeting be adjourned at 7:10 p.m.

**CARRIED**

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

\_\_\_\_\_  
Chair



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of June 8, 2023 Municipal Planning Commission meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of June 8, 2023 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, June 8, 2023 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Tim Driedger Vice Chair, MPC Member  
Andrew O'Rourke MPC Member  
Jacquie Bateman Councillor, MPC Member (Virtual)

**ADMINISTRATION:** Caitlin Smith Director of Planning and Agriculture  
Ryleigh-Raye Wolfe Environmental Planner  
Jackie Roberts Development Officer  
Lynda Washkevich Development Officer  
Jamie Kramer Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**REGRETS:** David Driedger Councillor, MPC Member

**MEMBERS OF THE PUBLIC:** Jon Goertzen  
Daniel Schmidt

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:00 a.m.

**2. ADOPTION OF AGENDA**

**MPC 23-06-087 MOVED** by Andrew O'Rourke

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 23-06-088 MOVED** by Tim Driedger

That the minutes of the May 25, 2023 Municipal Planning Commission meeting be adopted as presented.

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**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

**6. SUBDIVISIONS**

- a) 20-SUB-23 Daniel & Anna Schmidt  
35.0 acres (1 Lot) in "RIG"  
NW 24-107-14-W5M (Rural)**

**MPC 23-06-089 MOVED** by Tim Driedger

That Subdivision Application 20-SUB-23 in the name of Daniel & Anna Schmidt on NW-24-107-14-W5M be TABLED until Council's decision regarding rezoning.

**CARRIED**

- c) 27-SUB-23 Jon Goertzen  
10 acres (Boundary Adjustment) (1 Lot) in "A"  
SW 2-106-15-W5M (Rural La Crete)**

**MPC 23-06-090 MOVED** by Andrew O'Rourke

That Boundary Adjustment Application 27-SUB-23 in the name of Jon Goertzen of SW-2-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a Boundary Adjustment, 2.53 acres (1.02 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid

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water damage from potential pluvial flooding,

- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- i) Provision of **municipal reserve in the form of money in lieu of land**. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 2.53 acres; 10% of 2.53 acres equals 0.253 acres. The current market value for this property is \$15,000 per acre. **0.253 acres multiplied by \$15,000.00 equals \$3,795.00;**
- j) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the**

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***Municipal Government Act Section 667(1)(a).***

**CARRIED**

- d) 28-SUB-23 Simon Driedger  
11.1 acres (Boundary Adjustment) (1 Lot) in “A”  
Plan 072 6777, Block 1, Lot 1 (Rural)**

**MPC 23-06-091 MOVED** by Tim Driedger

That Subdivision Application 28-SUB-23 in the name of Simon Driedger of Plan 072 6777, Block 01, Lot 01 be APPROVED with the following conditions:

1. This approval is for a Boundary Adjustment, 11.1 acres (4.49 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer’s expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - g) Provision of utility rights-of-way as required by ATCO

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Electric, TELUS, Northern Lights Gas Co-op, and others,

- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) Provision of **municipal reserve in the form of money in lieu of land**. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 1.1 acres; 10% of 1.1 acres equals 0.11 acres. The current market value for this property is \$7,000.00 per acre. **0.11 acres multiplied by \$7,000.00 equals \$770.00;**
- k) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**

**CARRIED**

- b) **25-SUB-23 Mackenzie County  
Fort Vermilion Flood Recovery Phase 4  
8.29 acres (19 Lots) in "H-R1"  
Plan 212 2750, Block 13, Lot 1; RL-10-108-13-W5M**

**MPC 23-06-092** **MOVED** by Jacquie Bateman

That Subdivision Application 25-SUB-23 in the name of Mackenzie County on Plan 212 2750, Block 13, Lot 1; RL-10-108-13-W5M be APPROVED with the following conditions:

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1. This approval is for a 19-lot subdivision (16 residential lots and 2 roads) totalling 8.29 acres (3.35 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality;
  - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality;
  - c) Provision of all water lines, including all fittings and valves as required by the County;
  - d) Provision of municipal servicing (water and sanitary sewer) to each lot;
  - e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County;

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

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage, and
- (4) Elevation plans for each lot

**Post-development storm water flow rates from the developed area shall not exceed pre-development flow rates.**

- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This

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requirement is in accordance with Urban Development Standards DEV001;

- h) Provision of street lighting with underground wiring, design and location as required by the County;
- i) Engineered signage package;
- j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision;
- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities;
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure;
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;

**CARRIED**

**5. DEVELOPMENT**

- b) 104-DP-23 Anna Harms  
Garden Suite with a 15% Size Variance in "A"  
NE 30-104-14-W5M (104444 RGE RD 145) (Buffalo Head  
Prairie)**

**MPC 23-06-093    MOVED** by Tim Driedger

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That Development Permit 104-DP-23 on NE 30-104-14-W5M in the name of Anna Harms be APPROVED with the following conditions:

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

1. A **15% Size Variance** for the Garden Suite is hereby granted. The Garden Suite shall be a maximum of 1520 square feet (141 square meters).
2. **Minimum building setbacks:**
  - a) **41.2 meters (135 feet) front yard from any road allowances;**
  - b) **15.2 meters (50 feet) side yards;**
  - c) **15.2 meters (50 feet) rear yard; from the property lines.**
3. **The Garden Suite shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. **The maximum distance between the garden suite and the primary dwelling shall be 100 m (328 feet).**
5. **The Garden Suite must share the same driveway as the principle Dwelling Unit.**
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.
8. All basement or below grade developments shall have an operational sump pump.
9. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.
10. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
11. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;

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12. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
13. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
14. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.**
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- a) **084-DP-23 Aron Krahn  
Automotive Equipment and Vehicle Services, Major in  
"A"  
SE 23-107-13-W5M (107336 RGE RD 131) (La Crete Rural)**

**MPC 23-06-094** **MOVED** by Andrew O'Rourke

That Development Permit 084-DP-23 on SE 23-107-13-W5M in the name of Aron Krahn be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of an Automotive Equipment and Vehicle Services, Major (Change of Use) in the existing Shop.;
2. The Automotive Equipment And Vehicle Services, Major shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;

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3. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.;
4. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.;
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
6. If a sign is placed on the property the sign shall be located a minimum of: 200 meters from regulatory signs, and 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.;
7. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
8. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
9. The sign shall:
  - a.) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b.) Not unduly interfere with the amenities of the district,
  - c.) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d.) Not create visual or aesthetic blight.;
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
11. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.;
12. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
13. All basement or below grade developments shall have an operational sump pump;
14. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.;
15. Any doors, windows and other openings to any DEVELOPMENT

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shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;

16. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
17. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
18. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
19. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
20. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
21. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
22. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

## **CARRIED**

### **7. MISCELLANEOUS**

a) None

### **8. CLOSED MEETING**

a) None

### **9. MEETING DATES**

- ❖ Thursday, June 22<sup>nd</sup>, 2023 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, July 13, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, July 27, 2023 @ 10:00 a.m. in Fort Vermilion

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**10. ADJOURNMENT**

**MPC 23-06-095** **MOVED** by Tim Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:28  
a.m.

**CARRIED**

These minutes were adopted this 22<sup>nd</sup> day of June, 2023.

---

Erick Carter, Chair





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Flood Recovery Steering Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of April 6, May 12, May 18, and June 16, 2023 Flood Recovery Steering Committee meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of April 6, May 12, May 18, and June 16, 2023 Flood Recovery Steering Committee meetings be received for information.

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

## Steering Committee Minutes

April 6, 2023

10:25 a.m. to 12:15 p.m.

Attendees: Jennifer Batt, Veronique Keays, Byron Peters, Josh Knelsen, Cameron Cardinal, Northern Road Builders & Bearisto and Associates

### **1. Steering Committee Agenda:**

- (i) Phase 2, 3, 4, and Buttertown Development
- (ii) Commercial Development
- (iii) Project Manager
- (iv) Contracts for Foundation
- (v) Timed Auction (June 13-15)
- (vi) Grants

### **2. Phase 2 Development:**

- Beaver Power: Waiting on trenches to dry and backfill to be completed. Byron provided update on transformers and ordered parts. All material has arrived and they anticipate 2 weeks will be required to complete the installation (Complete by Mid-May). Buttertown is good to go.
- NRB: Will assess come spring to review damage. Will begin construction Mid-May or beginning of June (weather permitting). Has no issue with overlapping construction; however, requires time for cleanup. Confirms that Basements, Crawl Spaces and Foundations can be installed, starting June 15. There are existing Aspen Trees in the area that will need to be taken down as they will fall apart (6 inches and above). NRB to review contracting regarding seeding.
- Mackenzie County: Meet with residents and enter into Conditional Agreements. Send out tenders in May. Discuss with legal to add a clause regarding penalties, in the event a resident decides to back out, as we will need to recover our costs.
- Buttertown: Three (3) residents are ready for relocation. Electrical is in place. Two (2) other residents are taking care of the cistern and septic tanks. Mackenzie County to meet with a resident regarding land exchange in this area.

### **Phase 3 Development:**

- Amendment made to Plan & Layout. Entrance has changed. Servicing and driveways have also changed.
- NRB: Has material on site to construct. Advised that roads and culverts were finished. May need to do some cleanup. There is no gravel on the roads yet.
- Mackenzie County: Would like to add landing by old entrance and add picnic tables. Need update from Atco in order for us to send out tenders.
- Beaver Power: Understands the urgency. Byron will inquire on a timeline. May need to hire contractor for underground installation. There has been a few setbacks as the streetlights were amended.
- Boreal Housing: Looking to relocate trailers purchased through mitigation program to high level. Advises that land in Fort Vermilion is too expensive. County would like

trailers to remain in the Hamlet. County suggests purchasing them from Boreal to keep them within the community, and sell them on existing land. Further discussion will take place on April 17, 2023, with Boreal Housing.

#### **Phase 4 Development**

- The proposed layout received on April 3, 2023. The layout is based around the existing waterline. Each lot has about 0.3 acres. Will adjust to make it 0.4 acres. Byron to get final design completed by end of next week. Tenders can be sent out, in parts (Phase A, B, C, D), by May.
- Steering Committee to set Zoom meeting with [REDACTED] on April 20<sup>th</sup> to set deadlines and provide options.
- *Mackenzie County*: Need to address permits on tiny homes.

#### **3. Commercial Development:**

- Four (4) available parcels of land available. Mackenzie County would like to list lots for sale ([REDACTED]) or exchange three (3) lots with the Courthouse as they would like to move from their current location. Jenn will inquire on zoning.

#### **4. Project Manager:**

- *Mackenzie County*: Suggests hiring a part-time Project Manager to deal with construction and development.

#### **5. Contracts for Foundation:**

- [REDACTED] Offered to assist with contracts (RFD) for Basements, Crawl Spaces, Foundation and Building Movers. They have placed properties into groups of four (4), for tendering, to keep it under the [REDACTED] threshold – Example: 3 Crawl Spaces/1 Basement; 2 Basements/2Crawl Spaces, etc.

#### **6. Timed Auction:**

- Managed by Silver Star. County to take additional photos in May for advertisement.
- Auction to take place from June 13 to 15. Will be open to the public. Signs will be placed all over for advertisement. Funds from the Auction will be put back towards the Mitigation Program.

#### **7. Grants:**

- *Mackenzie County*: Applied for three (3) grants for a Community Garden. This will allow for food security in the community. Also looking into grants for affordable housing. Brighter Futures has also applied for a grant towards the community garden and has offered to manage the program, with the assistance of the School Board and through education.

**8. Other:**

- Boreal Housing has title to flood plain areas. County to place caveat on title (on all affected properties).

## Steering Committee Minutes

May 12, 2023

1 p.m.

Attendees: Jennifer Batt, Veronique Keays, Byron Peters, Josh Knelsen and Lisa (Zoom), Cameron Cardinal, [REDACTED]

### **1. Steering Committee Agenda:**

- (i) Discussion re: Minutes from meeting on April 6, 2023
- (ii) Initial Offer from Mackenzie County

### **Minutes from last meeting:**

- *County:* Advises that minutes are not available at this time as [REDACTED] is no longer with the County.

### **Offer:**

- *County:* Would like to purchase the [REDACTED] [REDACTED] Offers the amount of [REDACTED] [REDACTED]
- [REDACTED]: Would like to keep [REDACTED]. Would agree to give it up, if the County is willing to include this in the value.
- *Steering Committee:* Has private discussion.
- *County:* Would like inventory of [REDACTED], with County staff present. Willing to offer [REDACTED] (all-inclusive), along with [REDACTED] [REDACTED] [REDACTED]. Offer to include [REDACTED] Will give until Wednesday, May 17, 2023, to give a response.

## Steering Committee Minutes

May 18, 2023

10:00 a.m.

Attendees: Jennifer Batt, Veronique Keays, Byron Peters (Zoom), Josh Knelsen, Cameron Cardinal, Gary Smith, [REDACTED]

### 1. Steering Committee Agenda:

- (i) Discussion re: DRP Claim
- (ii) Offer from Mackenzie County

### 2. Disaster Recovery Program:

- [REDACTED]: Not received a response from DRP regarding questions and concerns. Would like some more time to discuss. [REDACTED] is looking for an additional [REDACTED].
- Steering Committee: Not able to provide more time. Discusses the assessed value of all properties. Asks for Inventory regarding the equipment currently situated on the [REDACTED] County is taking a risk as most of the equipment is not salvageable.

#### Offer:

- County: offers [REDACTED] [REDACTED] [REDACTED]. Will cover the cost for relocation.
- [REDACTED]: Accepts initial offer. [REDACTED] wanting to keep the equipment at the [REDACTED] as he requires additional funds, and would benefit by selling the equipment.
- County: Emphasizes that the County is taking on a risk; therefore, are not willing to give up the equipment. Would like this included in the offer.
- [REDACTED]: Refuses the offer given by the County.

## Flood Recovery Steering Committee Minutes

June 16, 2023

10:00 a.m.

Attendees: Jennifer Batt, Veronique Keays, Byron Peters (10:07 am), Josh Knelsen (Zoom), Cameron Cardinal, Gary Smith

### **1. Steering Committee Agenda:**

- (i) Discussion re: Phase 2 & 3 Development
- (ii) Tenders MIT23-001, MIT23-002, MIT23-003
- (iii) Resident Meetings
- (iv) Auction update (June 13-15)
- (v) Boreal Housing lots (addition)

### **2. Phase 2 Development:**

- Beaver Power: Complete
- NRB: 90% complete, final matting in ditches
- Mackenzie County: Meet with residents and enter into Conditional Agreements. Survey almost complete for final registration, and land title submission.

### **3. Phase 3 Development:**

- Beginning construction of amendment made to Plan & Layout. Entrance has changed. Servicing and driveways have also changed.
- NRB: Has material on site to construct. Advised that roads and culverts were finished. May need to do some cleanup. There is no gravel on the roads yet.
- Atco: Understands the urgency. Commitment to complete by early to end of August
- Mackenzie County: Survey scheduled upon completion of NRB work.
- Basement/Crawlspaces can begin early August, relocated homes to follow

**TENDERS:**                    **4.        MIT23-001 – Crawlspace or basement construction, Electrical and Plumbing services**

**MOTION**                    **MOVED by John Knelsen**

That the Steering Committee open MIT23-001 tender packages for review.



**CARRIED**

1 submission package received Score 15% - Did not meet Price criteria

**TENDERS:**           **5.       MIT23-002 – Crawlspace or basement construction, Electrical and Plumbing services**

**MOTION**           **MOVED by Gary Smith**

That the Steering Committee open MIT23-002 tender packages for review.

**CARRIED**

1 submission package received Score 15% - Did not meet Price criteria

**TENDERS:**           **6.       MIT23-003 – Crawlspace construction, Electrical and Plumbing Services**

**MOTION**           **MOVED by Josh Knelsen**

That the Steering Committee open MIT23-003 tender packages for review.

**CARRIED**

1 submission package received Score 15% - Did not meet Price criteria

**MOTION**           **MOVED by Gary Smith**

That the tenders MIT23-001, MIT23-002, MIT23-003 and any additions be re-tendered through Alberta Purchasing Connection website.

**CARRIED**

**7.       Resident Meetings:**

- Numerous meetings held
- Conditional agreements entered into for Phase 2 & 3
- Additional meetings to be scheduled for follow up with some residents
- Commercial space development discussed
- HFCRD discussion on land/residence
- County trailers to be utilized while residents move if required

**8. Auction update (June 13-15):**

- Review sales results
- Discuss advertising, site visits, takeaways
- Some items not included in sale, will add to next auction
- Next auction scheduled for late fall

**9. Boreal Housing lots (ADDITION):**

- Review current lots allocated
- Discuss Phase 3, and lots to reallocate
- Discuss ████████ lot re trade for in hamlet lot

**Adjourned 11:20 a.m.**

DRAFT



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 28, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

**BACKGROUND / PROPOSAL:**

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

- Council Action List
- Municipal Affairs - Minister McIver Letter
- Minister of Seniors, Community and Social Services - Proposal for Alberta Works Offices in Mackenzie County
- RCMP - Increased Presence During Emergencies
- Abe Driedger - Gravel Concerns
- MD of Opportunity - Invitation to Fundraising Golf Tournament
- RMA District Update
- Winter Carnival Sponsorship Thank You card
- Stars of Alberta Poster
- 2023 Alberta CARE Conference
- La Crete Recreation Society Meeting Minutes
- REDI Meeting Minutes
- MCLB Meeting Minutes

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

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 June 6, 2023

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

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• pursue acquisition of land parcels as identified on the map presented in red;</li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Caitlin	Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  PLS180027  FNC received adequacy Next steps
<b>October 9, 2018 Regular Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Have received TDL for the Norbord line. Permanent License in progress.
<b>June 5, 2020 Special Council Meeting</b>			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
<b>July 15, 2020 Regular Council Meeting</b>			
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
<b>November 25, 2020 Regular Council Meeting</b>			
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
<b>September 14, 2021 Regular Council Meeting</b>			
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
21-09-658	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
<b>October 12, 2021 Budget Council Meeting</b>			
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	<b>All landowners have committed to offer to purchase, waiting on down payment.</b>
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
<b>December 14, 2021 Regular Council Meeting</b>			
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. In Progress
<b>February 2, 2022 Regular Council Meeting</b>			
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	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  PLS140031 Appraisal received to be discussed at 2023-05-31 Council meeting  <b>Received Offer to Purchase, negotiations with AT</b>

Motion	Action Required	Action By	Status
<b>March 22, 2022 Committee of the Whole Meeting</b>			
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	August 2023
<b>March 23, 2022 Committee of the Whole Meeting</b>			
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	Looking for grant funding. 2024 Budget deliberations
<b>April 27, 2022 Regular Council Meeting</b>			
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	Community Services Review 2023-05-04
<b>May 25, 2022 Regular Council Meeting</b>			
22-05-391	That administration proceed with charging those that removed gravel from the Mackenzie County gravel stockpiles at market price, plus 20% including a penalty.	Byron	<b>COMPLETE</b>
22-05-406	That administration advertise the 140M AWD Grader publicly for sale with a reserve bid of \$ 225,000.	Willie	Pending Delivery Date April 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 April 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	Awaiting signed agreement
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	Awaiting signed agreement
<b>June 22, 2022 Regular Council Meeting</b>			
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.	Byron	In Progress
<b>June 23, 2022 Committee of the Whole Meeting</b>			
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085 In Progress
<b>July 13, 2022 Regular Council Meeting</b>			
22-07-496	That administration work with the developer to purchase land adequate for relocation.	Byron	<b>COMPLETE</b>

Motion	Action Required	Action By	Status
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	<b>See Motion 23-06-506 COMPLETE</b>
<b>September 26, 2022 Regular Council Meeting</b>			
22-09-632	That administration continue to investigate the missing gravel and take appropriate legal action.	Byron	<b>COMPLETE</b>
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/Landon	<b>Scheduling meeting with CN &amp; AT this summer</b>
<b>October 26, 2022 Budget Council Meeting</b>			
22-10-755	That administration continue to investigate options for a Special Tax Bylaw for any identified projects incorporated into the 2023 Operating and Capital Budget as approved by Council.	Jen	In Progress
<b>November 1, 2022 Budget Council Meeting</b>			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
<b>November 2, 2022 Budget Council Meeting</b>			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron/Don	In Progress
<b>November 15, 2022 Regular Council Meeting</b>			
22-11-785	That Mackenzie County sell the lots for value established by assessment combined with all associated costs excluding the land transfer fees and lot consolidation.	Caitlin	Refer to Motion 21-10-969
<b>November 29, 2022 Regular Council Meeting</b>			
22-11-840	That the Name That Neighbourhood Contest be TABLED.	Jen	In Progress
<b>December 13, 2022 Regular Council Meeting</b>			
22-12-900	That the Flood Plain sale of assets be publically advertised for April 2023.	Jen	<b>COMPLETE</b>
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	In Progress Plan is submitted Waiting for Approval
<b>January 25, 2023 Regular Council Meeting</b>			
23-01-051	That administration research options for charging user fees for municipal road allowances that are already cleared and farmed for profit.	Caitlin	<b>Administration to bring a policy to ASB</b>



Motion	Action Required	Action By	Status
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	In Progress
<b>February 7, 2023 Regular Council Meeting</b>			
23-02-106	That Mackenzie County commit to \$5M in municipal funding by means of Borrowing Bylaw towards local funding required to complete this project as per motion18-06-472 to complete the Mackenzie Community Recreation Center project.	Byron/Don/Jen	Awaiting grant approval and funding allocation
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	In Progress
23-02-138	That Mackenzie County initiate an application for the Forest Capital of Canada 2024: Call for Proposals.	Byron	<b>COMPLETE</b>
<b>April 4, 2023 Regular Council Meeting</b>			
23-04-326	That the 27 <sup>th</sup> Baseline Road Reconstruction be negotiated as discussed.	Andy	Terms of Contract Agreed and presented to Council at the 2023-04-26 Meeting.
23-04-336	That administration work with Tallahassee Exploration Inc. on agreements.	Jen	In Progress
23-04-338	That the Water Well at Jubilee Park Project be renamed the Water Line Extension – Jubilee Park.	Don	Project to be completed Summer 2023 Finance - COMPLETE
23-04-340	That Mackenzie County supports the renaming ceremony of the La Crete Airport up to a maximum of \$10,000.	Byron	<b>COMPLETE</b>
<b>April 26, 2023 Regular Council Meeting</b>			
23-04-380	That administration look at an alternative solution for the installation system of an enclosed heating system at the Fort Vermilion Recreation Center.	Don	In Progress
23-04-396	That administration be authorized to enter into a contract with Northern Road Builders Ltd. as discussed for the TWP RD 1050 (27 baseline) capital project.	Andy	Contracts waiting for Signature.
23-04-407	That the 2023 One Time Projects budget be amended to include the Outdoor Recreation and Tourism Plan Project, in the amount of \$114,100 with funding of \$55,800 coming from the Northern and Regional Economic Development (NRED) Program, \$58,300 from Mackenzie County, and an in-kind donation of \$2,500 noted from each of the following: - Mackenzie Frontier Tourism Association, - La Crete Polar Cats Snowmobile Club, - Regional Economic Development Agency of Northwest Alberta.	Byron/Jen	Finance - COMPLETE

Motion	Action Required	Action By	Status												
23-04-416	That funds of \$30,000 from the 2023 Capital Project Machesis Lake Campground be reallocated to a new 2023 One Time Project creating recreational fishing opportunities at the Mackenzie Applied Research Association and the Tompkins Twin ponds.	Jen/Don	Finance – COMPLETE In Progress												
<b>May 9, 2023 Regular Council Meeting</b>															
23-05-424	That administration advertise the following lots for sale at reserve bid for public auction: <ul style="list-style-type: none"> <li>• Plan 222 1510, Block 15, Lot 15</li> <li>• Plan 222 1510, Block 15, Lot 19</li> <li>• Plan 222 1510, Block 15, Lot 20</li> </ul>	Caitlin													
23-05-425	That all maps and non relevant information be removed from the Annexation Application and be brought back to a future council meeting.	Byron	In Progress												
23-05-426	That administration be authorized to negotiate with the lot purchase as discussed.	Byron	<b>Lot purchase proceeding</b>												
23-05-430	That the County accepts the following submissions for the Spring Hamlet Clean-up Campaign: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Non-Profit Organization</th> <th>Amount</th> <th>Area</th> </tr> </thead> <tbody> <tr> <td>Zama Fire Department</td> <td>\$700.00</td> <td>Zama Hamlet</td> </tr> <tr> <td>La Crete Minor Hockey Association</td> <td>\$4,500.00</td> <td>La Crete Hamlet</td> </tr> <tr> <td>Fort Vermilion Rodeo Committee</td> <td>\$4,000.00</td> <td>Fort Vermilion Hamlet</td> </tr> </tbody> </table>	Non-Profit Organization	Amount	Area	Zama Fire Department	\$700.00	Zama Hamlet	La Crete Minor Hockey Association	\$4,500.00	La Crete Hamlet	Fort Vermilion Rodeo Committee	\$4,000.00	Fort Vermilion Hamlet	Don	2023-05-27 – FV 2023-05-24-25 – LC 2023-05-27 – Zama
Non-Profit Organization	Amount	Area													
Zama Fire Department	\$700.00	Zama Hamlet													
La Crete Minor Hockey Association	\$4,500.00	La Crete Hamlet													
Fort Vermilion Rodeo Committee	\$4,000.00	Fort Vermilion Hamlet													
23-05-452	That administration proceed as directed with the Municipal Development Plan Updates.	Caitlin	In Progress												
<b>May 31, 2023 Regular Council Meeting</b>															
23-05-460	That a Special Council Meeting be scheduled for June 16, 2023 at 2:00 p.m. for the awarding of the Flood Mitigation Contracts.	Louise	Advertised												
23-05-461	That the Flood Recovery Steering Committee be authorized to open and review the Flood Mitigation Contracts and make recommendations to Council at the Special Council Meeting on June 16, 2023.	Louise/Jen	<b>COMPLETE Retendering in Process</b>												
23-05-465	That the Capital Budget be amended by \$310,000 for the 10165-100 Avenue for purchase project, with \$50,000 in funding coming from the Emergency Services Reserve, and \$260,000 in funding coming from the General Capital Reserve.	Jen													
23-05-466	That the 2023 Capital Budget be amended to Include PLS 140031 – South of High Level Lands Project with \$1,313,858 with funding coming from debenture borrowing.	Caitlin/Jen	<b>Awaiting Final reading of the Borrowing Bylaw</b>												

Motion	Action Required	Action By	Status
23-05-467	That administration sign an offer to purchase and start negotiations with Alberta Transportation for PLS 140031 – South of High Level Lands.	Caitlin	
23-05-468	That Council awards 11 bursary recipients as discussed for the total amount of \$24,000, and that administration re-advertise the bursary program with an extension date of June 30, 2023, and present any new applicants to Council for review and consideration.	Jen	<b>COMPLETE Letters sent. Readvertised.</b>
23-05-469	That administration research the possibility of partnering with Northern Alberta Development Council (NADC) in regards to a matching bursary program.	Jen	<b>NADC Contacted. New Bursary with criteria required. Request partnership by nove 2023 for 2024. Reviewed</b>
23-05-470	That out-of-scope employees be authorized to receive overtime compensation for May 6th and 7th for the 2023 Gull Lake HWF-042 Fire.	Jen	<b>COMPLETE</b>
23-05-471	That first reading be given to Bylaw 1296-23 to repeal Bylaw 1280-23 LUB Amendment to Rezone Agricultural "A" to Rural Industrial General "RIG".	Caitlin	<b>Public Hearing 2023-06-28</b>
23-05-472	That the 2023 Agricultural Operating Budget be amended by \$42,340, with funding coming from Agricultural Service Board amending Grant Agreement.	Caitlin/Jen	<b>COMPLETE</b>
23-05-473	That the Roadside Spraying Contract be increased by \$3,307 with funding coming from the 2023 Operating Budget.	Caitlin/Jen	<b>COMPLETE</b>
23-05-475	That Wilde and Company Chartered Accountants be appointed as the County's auditors for the 2023-2026 term.	Jen	<b>COMPLETE</b>
23-05-479	That the 2023 Capital Project Budget be amended to include the Asphalt Paving 105 Avenue Project in the amount of \$52,944, with \$9,763 coming from Local Improvement Tax, and \$43,181 from Road Reserve.	Byron/Jen	<b>Paving Complete Finance – Complete Awaiting Local Improvement Bylaw</b>
23-05-480	That administration proceed with the auction on June 6, 2023 as discussed and include an online bidding option.	Willie	
23-05-485	That the correspondence previously sent to Minister Nixon in regards to Alberta Works be sent to the newly appointed Minister of Seniors, Community and Social Services once the Premier assembles the new cabinet.	Louise	<b>COMPLETE</b>
<b>June 6, 2023 Regular Council Meeting</b>			

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
23-06-491	That the Out of Scope Contracts be TABLED to a future Council meeting.	Byron	
23-06-492	That Council motion 23-04-394 be repealed.	Louise	<b>COMPLETE</b>
23-06-493	That Council supports continuing to work collaboratively with the Town of High Level to address the remaining issues with the proposed Annexation Application and to move forward with the proposed annexation once Council is comfortable that the issues have been fully considered or addressed.	Byron	<b>In Progress</b>
23-06-494	That the 2016 140M AWD Motor Grader asset disposal be reevaluated and options brought back to Council in the fall of 2023.	Willie	
23-06-496	That administration bring back security options for all Mackenzie County gravel pits.	Andy/Byron	<b>In Progress</b>
23-06-497	That a letter be sent to Abe Driedger in regards to his delegation.	Byron	<b>COMPLETE</b>
23-06-498	That administration look into utilizing Municipal Reserve funds for the fish pond development.	Don/Jen	
23-06-499	That first reading be given to Bylaw 1299-23 being the borrowing bylaw for PLS 140031 – South of High Level Lands.	Jen/Caitlin	<b>Council Meeting 2023-06-28</b>
23-06-501	That first reading be given to Bylaw 1297-23 being a Land Use Bylaw Amendment to rezone Part of Plan 032 5939, Block 1, Lot 4 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a campground – minor use with a maximum of 10 sites, subject to public hearing input.	Caitlin/Louise	<b>Public Hearing 2023-06-28</b>
23-06-502	That first reading be given to Bylaw 1298-23 being a Land Use Bylaw Amendment to rezone Plan 922 0928, Block 6, Lot 39 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”, subject to public hearing input.	Caitlin/Louise	<b>Public Hearing 2023-06-28</b>
23-06-503	That Council motion 21-05-442 be rescinded.	Louise	<b>COMPLETE</b>
23-06-504	That Policy ADM046 Hiring Policy be rescinded.	Louise	<b>COMPLETE</b>
23-06-505	That Policy HR006 Hiring be approved as amended.	Louise	<b>COMPLETE</b>
23-06-506	That administration sign a contract/agreement with Mackenzie Report in the amount of \$58,000/year, beginning July of 2023 for a 24 month term.	Byron/Louise	<b>Conversation ongoing</b>

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
23-06-507	That the 2023 Operating Budget be amended by \$4,000 for the increase in advertising costs with funding coming from the General Operating Reserve.	Jen	<b>COMPLETE</b>
23-06-508	That Reeve Knelsen write a letter of appreciation for the increased RCMP presence during emergencies.	Louise	<b>COMPLETE</b>
23-06-510	That a letter of congratulations be sent to The Honourable Danielle Smith on her reelection as Premier.	Louise	<b>Drafted</b>



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR111695

June 20, 2023

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers



## 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

June 15, 2023

Email: [SCSS.minister@gov.ab.ca](mailto:SCSS.minister@gov.ab.ca)

The Honourable Jason Nixon  
Minister of Seniors, Community and Social Services  
Office of the Minister  
Seniors, Community and Social Services  
404 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister:

**RE: PROPOSAL FOR ALBERTA WORKS OFFICES IN MACKENZIE COUNTY**

Mackenzie County is the largest county in Canada comprising of 12 percent of Alberta's total landmass. There are three hamlet communities within Mackenzie County: Fort Vermilion, La Crete, and Zama. The Town of High Level and the Town of Rainbow Lake, along with many First Nations communities are also within the boundaries of Mackenzie County. Currently, there is one Alberta Support Centre (Alberta Works) office located in the Mackenzie County region which is located in the Town of High Level and is open from Monday to Friday, excluding statutory holidays. This service is vital to not only the residents of High Level, but to the entire surrounding area.

Our northern communities are quite isolated, therefore services pertaining to Assured Income for the Severely Handicapped (AISH) and Income Support have not always been available due to staffing. Access to the Alberta Works office in High Level can be a challenge for residents in other communities due to travel. In some cases, residents have difficulty accessing these services not only due to the distance to High Level, but there is limited internet access in some rural areas and lack of computer experience using the online website, as well as language barriers. Fort Vermilion and La Crete are the two other 'central' communities in the county. These hamlets would significantly benefit from having a local Alberta Works office that is accessible, even on a part-time basis, for residents.

The local Family and Community Support Services (FCSS) offices are beginning to provide services to local residents that are outside of their scope and mandate; services

June 15, 2023

that an Alberta Works office could assist residents with, such as helping clients filling out government forms (i.e. Employment Insurance (EI), AISH, Child/Health Benefits, etc.). AISH applications are extensive, completed online, and seem to have many repeated requests for documentation that has already been forwarded. Many residents struggle with the process of filling out these forms and bringing in the required documentation. FCSS staff must guide them through the process and assist with follow up calls as the staff cannot speak directly with the agency for them. With wait times of up to two hours, these calls can be vastly time consuming.

FCSS staff see an uptake in the spring with workers that are finished working in the “bush for the winter” and who come in to apply for EI. These same clients will come in every two weeks to seek help with completing their reporting period. FCSS does offer the service of income tax filing for their clients so it is a very busy time for their limited staff in the spring months.

Mackenzie County is open to working with the Ministries Office to discuss options for providing these essential services to our residents along with locating feasible office space within the communities. One fulltime staff rotating within the region to all three Alberta Service Centres could be an attainable option. Depending on available space, an office could be located within County or FCSS buildings.

Thank you for your time and consideration in this matter. Please feel free to contact myself at (780) 926-7405 or our Interim Chief Administrative Officer, Byron Peters, at (780) 927-3718 or by email to [bpeters@mackenziecounty.com](mailto:bpeters@mackenziecounty.com)

Sincerely,



Joshua Knelsen  
Reeve  
Mackenzie County

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  
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[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

June 15, 2023

Royal Canadian Mounted Police  
4302 45 St.  
Fort Vermilion, AB T0H 1N0

To Whom it May Concern;

**RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) INCREASED PRESENCE  
DURING EMERGENCIES**

On behalf of Mackenzie County Council, I would like to write a letter of appreciation for the increased RCMP presence in our communities during the recent and ongoing emergencies the northern region has and continues to experience.

Though the county struggles with the added policing costs downloaded onto the municipalities, we understand that it is not directly in the RCMP's control. We will continue to urge the Provincial Government to reconsider their decision regarding the allocation of unreasonable costs for RCMP services among municipalities.

Should you have any further questions, feel free to contact myself at (780) 926-7405 or Byron Peters, Interim Chief Administrative Officer at (780) 927-3718.

Sincerely,

Joshua Knelsen  
Reeve  
Mackenzie County



## 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

June 20, 2023

Abe Driedger  
Box 1927  
La Crete, AB  
T0H 2H0

Dear Mr. Driedger:

**RE: GRAVEL CONCERNS**

Mackenzie County appreciates you attending our June 6<sup>th</sup> Council meeting and taking the time to meet with Council.

Mackenzie County takes the loss of gravel seriously and will investigate options to secure County owned gravel pits and stockpiles.

Thank you for your time and consideration in this matter. Please feel free to contact myself or Byron Peters, Interim Chief Administrative Officer.

Sincerely,

Joshua Knelsen  
Reeve  
Mackenzie County

c: Mackenzie County Council  
Byron Peters, Interim Chief Administrative Officer

You are invited  
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Tournament

  
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2023**



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Ashley Callingbull



REGISTRATION 7:30AM  
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OPENING REMARKS 9:00AM  
SHOTGUN START 9:30AM  
DINNER & PRIZES 3:30PM

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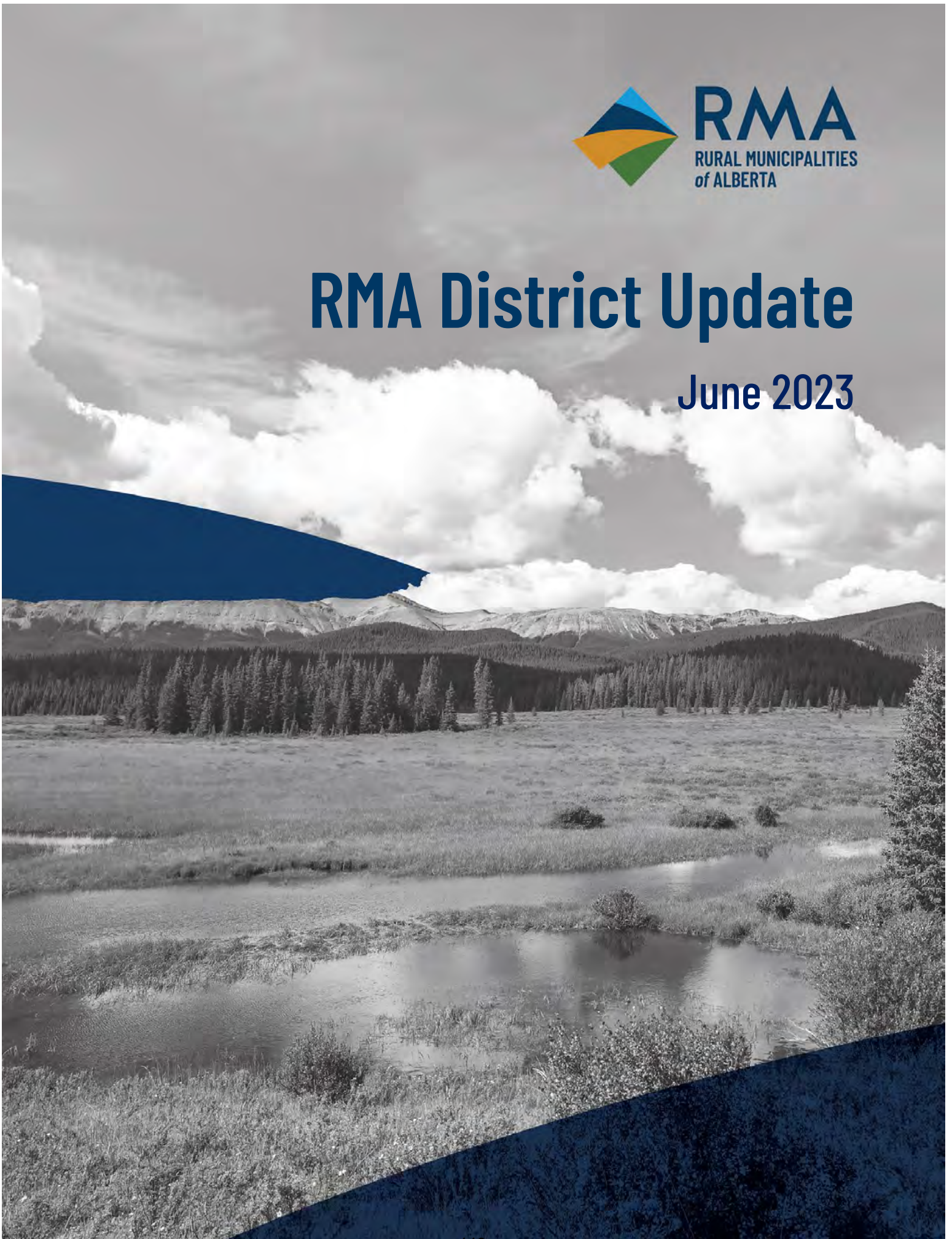




**RMA**  
RURAL MUNICIPALITIES  
of ALBERTA

# RMA District Update

June 2023



## Provincial Election Results

On Monday, May 26, [Albertans elected](#) Danielle Smith as Premier, with the United Conservative Party winning 49 of 87 seats in the province. RMA congratulates Premier Smith and all new and returning MLAs; we look forward to working with the new government to move rural municipal priorities forward.

RMA's [Uniquely Rural](#) election advocacy campaign pushed candidates and parties to develop positions that consider the impacts of policy, funding and program decisions on rural communities, and the crucial role that RMA members play in driving Alberta's economy. The campaign is based around six key themes:

- ◆ Adoption of a Rural Lens
- ◆ Municipal Funding
- ◆ Municipal Access to Property Tax Revenues
- ◆ Municipal Autonomy
- ◆ Rural Healthcare and Social Services
- ◆ Rural Internet

Now that the election is complete, RMA plans to continue to use the Uniquely Rural priorities as the basis for bringing the Premier, ministers, and MLAs up to speed on what matters most to RMA, its members, and rural communities. All new and returning MLAs will receive more detailed RMA post-election issue briefing package in the coming weeks, and RMA will be reaching out to build relationships with MLAs and ministers (when announced), particularly those representing rural ridings or ministries most important to rural municipalities.

## Wildfire Update

As many RMA members continue to face active wildfires or begin the process of addressing re-entry and evaluation of damage. RMA is regularly communicating with the Government of Alberta (GOA) to receive updated information on the provincial process for making disaster recovery funding available to impacted municipalities. The [most recent information provided by the GOA](#) has emphasized that because fires are widespread and local impacts vary, determining the proper scope and process for funding related to different fires is challenging. At this point, impacted municipalities are asked to track relevant costs within a Disaster Recovery Program (DRP) application template so that they can be easily submitted when specific support details become available. RMA will update members further when more information is available. Details on how to access the application template are [available here](#).

## Advocating for a Municipal Role in Quasi-Judicial Approvals

RMA formed a [member committee](#) to gather information on quasi-judicial agencies in Alberta (such as the AER, AUC and NRCB) and how provincial land use decisions impact rural municipalities. The committee is chaired by District 1 Director and Vulcan County Reeve Jason Schneider.

The committee members are:

- ◆ District 1: Kelly Christman, County of Newell
- ◆ District 2: Brent Ramsay, Red Deer County
- ◆ District 3: Doug Drozd, County of Barrhead

- ◆ District 4: Tyler Airth, Big Lakes County
- ◆ District 5: Cindy Trautman, Camrose County

The first committee meeting was held on May 30, 2023 and the committee members reviewed the scope of work, as well as set the agendas for upcoming meetings and identified stakeholders which they would like to meet with over the coming months. The committee will be releasing key themes and a summary following each of the meetings. The committee will also be sending a survey to all RMA members in the very near future. Completing the survey will be crucial to supporting the committee’s work in understanding and documenting the impacts of quasi-judicial agency approval processes on rural municipalities.

Further, the RMA has partnered with Brownlee LLP to develop technical report on quasi-judicial agencies and the role of public interest in their processes. This report will investigate each agency’s approval processes and how they interact with municipalities and consider municipal land use plans and other local impacts of development. The report will be released in the fall, in alignment with the member committee’s timeline.

## Special Liens Guide Release and Webinars

In 2021, the Government of Alberta amended the *Municipal Government Act* to clarify that municipalities have a [special lien](#) on linear and machinery and equipment property used by oil and gas companies. While the special lien provides municipalities with another tool that may help in recovering unpaid oil and gas property taxes, many RMA members expressed confusion on how to utilize special liens to recover taxes and how a special lien aligns with other tax recovery tools.

In response to these concerns, the Government of Alberta provided the RMA with Alberta Community Partnership funding to support development of [a special liens guide for rural municipalities](#). The RMA partnered with Brownlee LLP to develop the guide, which is now available on the RMA’s website. The guide, titled *The MGA Special Lien: What it is and how to use it*, includes an overview of the special lien and its purpose, other tools that can be used to enforce the payment of taxes secured by the special lien, limitations and challenges associated with the special lien, special lien case studies, and answers to common special lien-related questions.

To support members in utilizing the guide, the RMA and Brownlee will be hosting two identical webinars that will provide a walk-through of the guide and an opportunity for discussion and questions. To allow for open discussion, the webinars are only open to elected officials and staff of RMA member municipalities, and registration is required. Dates and times are below.

- ◆ Tuesday, June 13, 9:00 - 10:00 am
- ◆ Thursday, June 15, 2:00 - 3:00 pm

The registration links were previously sent by email to all RMA mayors, reeves, and CAOs, who were encouraged to further share them with elected officials and relevant staff.

## Air Ambulance Update

On April 14, 2023, Alberta Health issued a Request for Proposals (RFP) to engage a consultant to analyze Alberta aircraft landing sites that are either in use now or have been used recently by the provincial air ambulance program. The RFP closed on May 8, 2023, and the successful bid will be selected in early June 2023. The selected consultant will work with municipalities, aviation providers, emergency medical services (EMS) providers, ambulance operators, and other stakeholders to perform a detailed inventory assessment. This project will also include a review of winter operation considerations, a cost-benefit analysis of



infrastructure upgrades, guidelines and protocols for airplane and helicopter landing sites, and clear guidance to municipalities responsible for maintaining the landing sites. RMA has an [active resolution related to this issue](#), and has been advocating recently related to the sudden suspension of winter air ambulance service to airports in Spirit River, Ponoka, and Two Hills.

The MD of Spirit River recently regained AHS approval for winter air ambulance services, following closure due to concerns from contracted operators about airport conditions and pilot safety. The Town and MD of Spirit River were able to collaborate to receive a grant for maintenance on the lighting systems on the runway, as well as staff, equipment, and funding to continue operating the airport to a higher standard. They also hired an Alberta Airport Managers Association (AAMA) employee to complete the winter maintenance schedule.

## 2023 Resolution Status Update – Volume 1 Released

The RMA is pleased to provide members with an update on active resolution statuses through the [2023 Resolution Status Update - Volume 1](#). This document, previously known as the “Advocacy Report Card,” has been re-titled to better reflect its intent: to provide an update on government responses and actions on RMA resolutions. The Resolution Status Update is an important part of the RMA’s efforts to be transparent and accountable to members, as it provides an update on the status of all active resolutions.

## Resolution Highlight 1-21F: Emergency Medical Services Capacity and Service Delivery in Rural Alberta

As part of an ongoing effort to improve reporting on resolutions, RMA highlights an active resolution in each monthly district update. This edition focuses on resolution [1-21F: Emergency Medical Services Capacity and Service Delivery in Rural Alberta](#). This resolution urges the Government of Alberta to promptly engage with municipalities to devise a strategic plan aimed at significantly improving the capacity, service delivery, and performance of the emergency medical services (EMS) system in rural areas.

Historically, the resolution was assigned a status of “Accepted in Principle” due to the ongoing work undertaken by the Alberta EMS Provincial Advisory Committee (AEPAC). We are pleased to report that it has now progressed to being assigned a status of “Accepted.” In early 2022, the AEPAC was established by the Government of Alberta. The committee, including RMA President Paul McLauchlin as a key member, was tasked to identify systemic pressures that lead to service challenges, gaps, and workforce issues within the EMS. Their mandate covered the investigation of ground ambulance, air ambulance, and dispatch services, the evaluation of EMS delivery policies and procedures, and the identification of ongoing and emerging issues that might impact EMS delivery.

Following a detailed exploration, AEPAC presented their final report, comprising of 53 recommendations, to the Minister of Health in May 2022. All recommendations were subsequently accepted by the Minister, and the responsibility of implementing these proposed changes was assigned to Alberta Health, Alberta Health Services, and other related stakeholders, including municipalities.

In a recent development, the Alberta Health Services published the [Emergency Medical Services Operating Plan](#) for the period of April 1, 2023, to March 31, 2024. This comprehensive plan encapsulates the current progress and future intentions regarding the implementation of system improvements. Notably, it incorporates the recommendations drawn from the AEPAC final report.

While it is too early to gauge the impact of the AEPAC report's implementation, it is clear that it has been received positively by the Minister and will likely be instrumental in shaping the future operating principles of Alberta Health Services. As part of our commitment to the membership, RMA will continue to observe the progress of this implementation and its effects on EMS services in rural Alberta.

## Asset Management Training for Elected Officials

In collaboration with the Federation of Canadian Municipalities (FCM), RMA, ABmunis and [Infrastructure Asset Management Alberta](#) (IAMA) are providing a series of free educational cohorts and workshops to municipalities. These activities seek to build asset management capacity within municipalities. [Registration for the final elected officials](#) session in June is still open!

This one-day course will allow elected officials to peer into the asset management process and learn more about the benefits. Although the workshop is mainly focused on elected officials, CAOs are encouraged to attend as well to get a sense of the strategic side of asset management.

At a minimum, by the end of this workshop, elected officials will have achieved the following:

- ◆ Develop an understanding of the asset management process to support your work as an elected official.
- ◆ Connect with other elected officials and share asset management experiences.

[Registration](#) for the LAST elected official session is still open.

- ◆ June 8, 2023 – Vermilion

For more information about the Asset Management Program please visit the [RMA website](#).

## EOEP Update

The [Elected Officials Education Program](#) (EOEP) has one upcoming virtual course open for registration:

- ◆ Council's Role in Public Engagement
  - 2:00 – 4:00pm on October 4, 11, 16, and 25

As a reminder, participants who complete all seven EOEP courses will earn their [Municipal Elected Leaders Certificate](#) (MELC), which is offered in coordination with the University of Alberta's Augustana Campus.

## RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you are receiving the most up to date information, please [subscribe to the Contact newsletter](#). Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta's municipalities. [Trader](#) is the monthly Canoe newsletter sharing news about procurement services available to members and updates from approved suppliers.

We are also active on social media! Follow us on Twitter [@RuralIMA](#), check us out on [LinkedIn](#), and find us on [Facebook](#).



ON BEHALF OF THE MUSHERS, FORT VERMILION  
RECREATION BOARD, AND OUR NUMEROUS VOLUNTEERS

**Thank  
you!**

YOUR GENEROUS DONATION MADE THIS  
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STEVEN SIMPSON  
FVRB CHAIR  
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SCAN TO SEE MORE OF THE RACE ACTION





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# — Take “thank you” to another level.

## Volunteers change lives.

If you know someone who selflessly gives to a non-profit or charity, nominate them for a Stars of Alberta Volunteer Award.

**Categories:** Youth, Adult, Senior, Breaking Barriers

**Deadline for nominations:** September 15, 2023

[Alberta.ca/stars-awards](https://alberta.ca/stars-awards)

Alberta



# 23rd Annual Alberta CARE Conference

Please forward registrations & payment to:  
ALBERTA C.A.R.E.  
Linda McDonald, Executive Director  
5212-49 Street  
Leduc, AB T9E 7H5  
Cell: 1-780-668-6767  
Email: [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)  
Web: [www.albertacare.org](http://www.albertacare.org)

## Who Should Attend?

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

**Silent Auction**  
**Going once...**

**Going twice...**

Beginning September 6th  
Ending September 7th at 9pm

# 23rd Annual Alberta CARE Conference

September 6th-8th

# 2023

## Accommodations

Holiday Inn and Suites  
Conference Centre  
9816 107 Street, Grande Prairie, Alberta  
1-780-402-6886

Group Reservation  
Alberta CARE



# 23rd Annual Alberta CARE Conference

September 6th- 8th

# 2023

Holiday Inn and Suites  
Conference Centre  
9816 107 Street, Grande Prairie, Alberta

*County of Grande Prairie No. 1  
Host Sponsor*

*County of Grande Prairie No. 1*



The County of Grande Prairie is well known for its productive agriculture areas, while thriving with its oil, gas, forestry, construction and tourism industries. The County features broad, gently rolling plains, steep sided river valleys, native grasslands and mixed wood boreal forests

"Alberta's First County"

*Alberta CARE 30th Anniversary*



Alberta CARE founding members from the Grande Prairie Region 1993 developed a plan for a non-profit organization to advance Recycling and Waste Management in Alberta.



## Tuesday, September 5th

SWANA Landfill Operations Basics – 8:00 a.m. to 5:00 p.m. and  
Wednesday 8:00 – Noon  
Register with [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)

Financial Sustainability, Landfill Closure, Landfill Disposal,  
and Waste Diversion Operation Workshop.  
10:00 a.m. to 4:00 p.m.  
Register with [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)

Household Hazardous Waste Course – 9:00 a.m. to 5:00 p.m.  
Register with [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)

## Wednesday, September 6th

9:00 a.m. - 5:00 p.m. Registration and Exhibit Set Up

11:00 a.m. Light Lunch and Refreshments

12:30 p.m. TOUR #1

- County Regional Landfill
- Clairmont Centre for Recycling and Waste Management
- Teepee Creek Transfer Station

*(Bus Provided for Tour)*

OR

TOUR #2

- Wild River Adventure Jet Boat Tour

*(Bus Provided for Tour)*

OR

11:30 a.m. • GOLF - The Dunes Golf and Winter Club  
18 holes

5:00 p.m. COCKTAILS (Cash Bar)

6:15 p.m. Welcoming Remarks from the Reeve of the  
County of Grande Prairie  
Welcoming Remarks from the Mayor of the  
City of Grande Prairie  
Welcoming Remarks from the Legislature

6:30 p.m. BUFFET BANQUET

8:00 p.m. Entertainment

## Thursday, September 7th

7:00 a.m.

Exhibit Viewing & Buffet Breakfast

8:15 a.m.

Welcome – Tom Moore, Chairman, Alberta CARE

8:30 a.m.

Environmental Sustainability Accomplishments  
Jennifer Besinger, Technical Service Manager,  
County of Grande Prairie, AB

9:15 a.m.

Grande Prairie Bio Reactor  
Aqatera Utilities

10:00 a.m.

Overview of the New Advances in Organic  
Recycling  
Allan Yee, Composting Council of Canada

10:45 a.m.

Stormwater Exemption  
Joey Hurley, Lead Policy Advisor,  
Alberta Environment & Parks

NOON

BUFFET LUNCH

1:30 p.m.

TOUR #3

- Wild River Adventure Jet Boat Tour

*(Buses Loading at 1:15 p.m.)*

OR

TOUR #4

- Crosslink County Complex
- County of Grande Prairie Dinosaur Museum
- Aqatera Landfill
- Aqatera Eco Centre

OR

- More GOLF at The Dunes

*(Golfing on your own)*

5:00 p.m.

COCKTAILS

6:30 p.m.

BUFFET BANQUET

8:00 p.m.

Entertainment

9:00 p.m.

Silent Auction Ends

**\$525.00 Registration Per Person**  
Register 3 or more Delegates  
and receive a....

**10% Discount!**

## Friday, September 8th

7:00 a.m.

Exhibit Viewing & Hot Buffet Breakfast

8:15 a.m.

Alberta Environment and Parks  
Dave McKenna, Director of Waste Policy Branch

9:15 a.m.

Alberta Recycling Management Authority  
Ed Gugenheimer, CEO

10:30 a.m.

ARMA Municipal Site Awards

11:00 a.m.

Closing Remarks  
Tom Moore, Chairman, Alberta CARE

*(Coffee Side Board All Morning)*

**This Conference is Alberta Environment approved  
for 'Continuing Education Units'**



County of Grande Prairie Offices

ALBERTA Coordinated Action for  
Recycling Enterprises (CARE)  
1-780-980-8089 Office  
1-780-668-6767 Cell

**Cancellation Deadline  
August 25th 2023**

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**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
May 11, 2023**

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

**Present:** Joe Driedger, President  
Philip Krahn, Vice-President  
Shawn Wieler, BHP Rep  
Peter F Braun, County Rep  
Duffy Driedger, Minor Hockey Rep  
Dave Schellenberg, Shinny Rep  
Mike Schellenberg, Junior B Rep  
Henry Goertzen, Blumenort Rep  
George Fehr, Director  
Corrina Doerksen, Secretary/Bookkeeper  
Jonathan Klassen, Recreation Coordinator

**Missing:** Holly Neudorf  
John Zacharias  
Lukas Peters  
Philip Doerksen (Away at Arena Operator Course)

**Call to Order:** President Joe Driedger called the meeting to order at 6:00 p.m.

**Approval of Agenda**

Add 9.2 Managers Review Letter  
Add 9.3 Bowling Ally Bathroom  
Add 9.4 Replace Hot Water Tank

Dave Schellenberg moves to accept the agenda as amended.

CARRIED

**Rec Coordinator Report – Jonathan Klassen**

1: April Rec Coordinator report presented as information.

**Financials:**

1: Financials were presented by Corrina Doerksen.

Peter F Braun moves to accept the April 2023 Financial Report.

CARRIED

**Approval of Previous Meeting's Minutes**

Philip Krahn moves to accept the April 20, 2023 regular meeting minutes as presented.

CARRIED

**Business from Previous Minutes**

**Review of Action Sheet**

**Managers Report – Philip Doerksen**

1. Managers Report presented by Jonathan Klassen

Shawn Wieler moves to accept the April 2023 Managers Report.

CARRIED

**New Business:**

- 9.1 Old Arena Heater  
Table until next meeting.

- 9.2 Managers Review Letter

Mike Schellenberg made a motion to accept the management review letter and salary as discussed.

CARRIED

- 9.3 Bowling Ally Bathrooms

George Fehr made a motion to paint the walls and replace flooring in the bowling ally bathroom before replacing cabinets and fixtures.

CARRIED

- 9.4 Replace Hot Water Tank

Dave Schellenberg made a motion to replace the hot water tank as per Joe Driedger's direction and submit expense to Mackenzie County for emergency funding.

CARRIED

Henry Goertzen moves to go in camera at 6:55 p.m.

Duffy Driedger moves to go out of camera at 7:17 p.m.

Dave Schellenberg moves for the meeting to be adjourned at 7:18 p.m.

Next Meeting will be **June 15 2023 at 6:00pm**

## ACTION SHEET

Following May 11, 2023 Meeting

	Action:	Assigned:	Date to be Completed:	Status:
1.				
2.				
<b>Ongoing &amp; Annual Items</b>				
	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 <sup>th</sup>	
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	
6.	Board Member Assignments	LCRS	Annually by LCRS AGM	





**Board Meeting  
REDI Northwest Alberta  
Approved Minutes  
May 17, 2023  
6:00 REDI Meeting**

**MEETING MINUTES**

**REDI Board Members Present**

Lisa Wardley, Chair, Mackenzie County  
Crystal McAteer, Secretary / Treasurer, Town of High Level  
Michelle Farris, Vice-Chair, Town of Rainbow Lake  
Josh Knelsen, Mackenzie County  
Larry Neufeld, La Crete Chamber of Commerce  
Ryan Matthew Luengo, High Level Chamber of Commerce

**REDI Board Members Absent**

Boyd Langford, Town of High Level  
Don Werner, Town of Rainbow Lake  
Mike Osborn, Community Futures Northwest Alberta  
Greg McIvor, Zama Chamber Committee  
Chester Omoth, Paddle Prairie Metis Settlement  
Jasmine Light, Northern Lakes College  
Thomas Simpson, Fort Vermilion Board of Trade

**Staff & Guests**

Byron Peters, Interm CAO – Mackenzie County  
Adrian Wolfe, REDI Contractor – Site Selection Project  
Jordan Maskell, Maskell Multimedia  
Andrew O'Rourke, REDI Manager

**1. CALL TO ORDER**

Chair Lisa Wardley called the meeting to order at 6:08 pm and declared quorum.

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

**Motion:** **Moved by Crystal McAteer**  
That REDI accepts the agenda with the addition of 8. Old Business VI. Alberta Advantage Immigration Program.  
**Carried**

**3. MINUTES OF THE MARCH 15 AND APRIL 19, 2023, MEETING.**

**Motion:** **Moved by Larry Neufeld**  
The Minutes of March 15, 2023, REDI Meeting be accepted as presented.  
**Carried**

**Motion:**

**Moved by Josh Knelsen**

The Minutes of April 19, 2023, REDI Meeting be accepted as presented.

**Carried**

**4. YEAR-END FINANCIAL REPORT APRIL 30, 2023**

**Motion:**

**Moved by Crystal McAteer**

That the year ending April 30, 2023, financial report be accepted as presented.

**5. Managers Report**

Met with E2E about Geothermal Energy in Rainbow Lake; they are looking for \$175k grant funding through the Green Municipal Fund by FCM. Went to MARA in Fort Vermilion to talk about PriorsCan, Michelle Evens' grant for the NIR machine to help with crop testing. REDI took part in the trade show on April 28 & 29. Bill Driedger, #2 fish hooks (Blitza), shared the table. On May 09, Met with Clark McAskile and Hayley Gavin about Alberta Advantage Immigration Program, Then set up a call with Samuel Samson, EDO at Slave Lake, about the pros/cons of AAIP—Undertook Peer Review of REDI's 2022-2023 financials with the vice chair and secretary /treasurer. Attended the High Level Chamber AGM and La Crete Chamber meeting on May 10. Undertook stakeholder engagement with Invest Alberta's annual review on May 11. Met with our DSS employee Luke Martens, and CanExport Site Selection contractor, Adrian Wolfe. On Monday, May 15, went to Paddle Prairie and met with their council to speak about site selection project and ten business cases.

**Motion:**

**Moved by Michelle Farris**

That Manager's verbal report and expense claim be accepted as presented.

**Carried**

**6. DELEGATION / PRESENTATION**

**Jordan Maskell – Investment Attraction Video**

Maskell Multimedia introduced himself to the board and outlined the details of his contract to complete an investment attraction video. The intention of the video is to create a regional four minute video on why Northwest Alberta is primed for investment attraction. The video will include; existing industry showcase/infrastructure/site locations/ our competitive advantage, community events, and quality of life. The first draft will be reviewed at the September REDI board meeting.

**Adrian Wolfe – Site Selection Project & Community Investment Profiles**

Each site has thirty-two data points, which are collected to build a picture of a primed site. A sample of the 2-page Site Selection document was presented. Adrian is open to suggestions for a different title. SITE REDI was put forward. No Paddle Prairie site location has yet to be chosen, holding back the process.

The six community investment profiles, with Townfolio data, one page of industry attraction Page. There was a discussion on the portrait or landscape layout with data from Townfolio is only available in Landscape. Readability-wise, the document should be printed double-sided, with landscaping and the bind on the top. Each document will be REDI brand recognized.

**Motion:**

**Moved by: Ryan Matthew Luengo**

That REDI accepts the delegation’s presentations for information.

**Carried**

**7. NEW BUSINESS**

**i. Gantt & Financial Breakdown**

A Gantt chart outlining the projects REDI is working on, projected over the following two years, was created and presented at the meeting: CanExport, NRED, Digital Service Squad, and The GOA \$125 funding of projects. In the June meeting, the REDI manager will provide a breakdown of where REDI funding is allocated to match the 50% grant funding.

**Motion:**

**Moved by: Michelle Farris**

REDI accepts the projects and funding breakdown as presented.

**Carried**

**ii. High Level & District Chamber Membership Request**

The High Level Chamber requested that the annual REDI \$1,000 membership fee for 2023-2024 be cancelled. The Chamber currently has 20 members and a low revenue stream. High Level and District Chamber of Commerce is starting again with a new board. They have a scheduled meeting on June 13. Chamber memberships for 2023 cost \$100.00 for Member Businesses with up to ten employees and \$200.00 for Member Businesses with eleven employees or more.

Fort Vermilion Board of Trade and Zama Chamber Committee are currently on \$500 Membership fees with REDI; the REDI Manager to review all chamber memberships across the region and bring back options for the June meeting.

**iii. Grant Reporting 10 Business Cases**

**Motion:**

**Moved by: Crystal McAteer**

That REDI accepts the grant reporting for the ten business cases project and authorizes that it be submitted to grant funders before the deadline of May 31<sup>st</sup>.

**Carried**

**iv. NRED Business Cases – Contract Award**

**Motion:**

**Moved by: Crystal McAteer**

That REDI awards the first five NRED business cases to Municipal Experts as per the quote provided. With the following business cases selected: 1. Spirits Distillery 2. Registered Child Care Centre 3. Bio-Diesel 4. Tire Recycling Plant 5. Heritage Seeds.

**Carried**

**v. CanExport – Updating Reporting**

**Mustus Agrifoods**

Mustus Agrifoods, a new company, now crushes canola oil and sells 500ml bottles. The Canola grown in our region has higher omega 3’s.

## **Blitza – Bill Driedger**

REDI supported Bill Driedger and his new company Blitza with trade show space at the La Crete Trade Show. Bill creates fishing lures and will soon have packaging with barcodes and new increased printing capabilities. Blitza means Spoon (fish hook) in Low-German.

## **8. OLD BUSINESS**

### **i. CanExport Video ( 4 Videos Contract)**

The four businesses REDI has contracted Journey Wiebe to create 60-second videos on are; 1. Early Dawn Flour Mill, 2. Mustus Agrifoods 3. Golden West Honey 4. Mackenzie Oat Millers.

### **ii. Railway Advocacy Coalition (CRAA)**

REDI is a full-voting member of CRAA. With provincial elections and Alberta wildfires no new updates in the past month.

### **iii. Digital Service Squad**

REDI has applied for an extension, as the program ended on March 31, 2023; REDI has requested an additional \$6,000 in funding. Luke Martens started on April 1 and will be employed part-time for five months. There are kilometres in the budget for Luke to travel throughout the region. On May 9, Luke was in High Level and met with multiple business owners. Luke and the REDI manager created a new paper application form so businesses could sign up upon the first meeting.

### **iv. REDI Investment Conference 2024**

REDI Manager to bring back the investment conference schedule date and include March 2024 possible dates. If Northwest Alberta is successful with the Forest Capital of Canada application, there might be additional dollars to include a guest speaker on forestry economic development.

### **v. Invest Alberta: Regional Investment Initiative**

Tuesday, September 19 to Thursday, 21, 2023 Lynette Tremblay – Chief Operating Officer and team to visit Northwest Alberta.

The ‘Alberta CAN: Regional Investment Initiative’ is a collaborative venture that aims to raise Alberta’s profile as a high-impact, high-value investment destination. The initiative is designed to enhance investment attraction capacity, identify investment opportunities in all corners of the province, and provide an avenue for ongoing, mutually beneficial collaboration.

### **vi. Alberta Advantage Immigration Program**

On Monday, May 15, The Town of High Level Council invited business owners to speak about labour issues in the community. The Town will investigate further the Alberta Advantage Immigration Program. If the Town was to proceed with an application for designation, it was noted that the business community must take on a large proportion of the responsibility in

administering the program. The program currently does not have supporting dollars for the municipality and would require significant staff resources.

## **9. ROUND TABLE**

**Crystal McAteer:** High Level has a four hundred-person camp moving into the community to help house evacuees from the Dene Tha Frist Nation. The RCMP are staying at the Hospital in High Level; AHS is sending twelve mental health workers, who will be housed at Mackenzie House.

**Lisa Wardley:** The County will create a Tourism and Recreation Master Plan.

## **10. ADJOURNMENT & NEXT MEETING**

The next REDI meeting will take place on June 21, 2023, at 6:00 pm.

**Motion:**

That the REDI meeting be adjourned at 8:22 pm.

**Carried**

**Moved by Josh Knelsen**

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Lisa Wardley Chair

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REDI Manager

**Mackenzie County Library Board (MCLB)**  
**March 28, 2023 Board Meeting Minutes**  
**Fort Vermilion Library**

**Present:** Lisa Wardley, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean Steven Simpson, Cam Cardinal.

**Guests:** Hope Warner.

**1.0** Kayla Wardley called the meeting to order at 6:10 pm.

**2.0 Approval of the Agenda:**

**MOTION #2023-03-01 Steven Simpson** moved the approval of the agenda as revised. **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2023-03-02 Tamie McLean** moved the approval of the February 28/23 meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of March 28/23:**

- Balance Forward	\$ 113,113.02
- Total Revenues	\$ 121,514.32
- Total Expenses	\$ 150,680.92
- Bank Balance	\$ 88,948.42

**MOTION #2023-03-03 Sandra Neufeld** moved the acceptance of the financial report. **CARRIED**

- The province has increased the funding of libraries for 2023. It will be based on 2019 population figures. We will receive a base grant of \$9,000 plus \$5.60 per capita. Our funding will increase from \$65,213 to \$79,067. That's up \$13,854.

- The audit of MCLB's financial transactions was submitted to the MCLB on March 25/23.

**5.2 Fort Vermilion Library (FVL) Financial Report as of March 28/23:**

- Total Revenues	\$36,708.54
- Total Expenses	\$6,209.66
- Net Income	\$30,498.88
- Bank Balance	\$95,283.61

**MOTION #2023-03-04 Tamie McLean** moved the acceptance of the financial report. **CARRIED**

- The Fort Vermilion Library is looking into setting up a petty cash fund.

**6.0 Library Reports:**

**6.1 La Crete:**

- Financials as of March 1/23: Income \$75K, Expenses \$35K, Bank Balance \$40K.
- Circulation in February was 14,552 items..
- Shelf reading will begin in April.
- The Registered Charities and Annual Society Return documents were completed and submitted.
- A Seniors Tea is planned for June 5/23.
- Comedian Bob Coats has been booked to perform at Ridgeview School as a fundraiser for the La Crete Library on May 6/23.at 7:00 pm. Tickets prices are: Adults \$25 Children 12 and under \$10. Door prizes will be available.

**6.2 Fort Vermilion:**

- February's circulation was 388.
- Six new patrons were added.
- 51 new items were added to the library in February.
- The winter carnival's dogsled rides were a success.
- A summer reading program involving indoor and outdoor activities is planned.
- Spring posters are being put up.
- Books and movies are being cataloged. Another movie night was held March 11/23.
- Cake was served at a patron appreciation night. Cake pans are available for sign-out.
- To date two people have reached the 100 book reading challenge.

**6.3 Zama:**

- The museum has been revamped.
- Home schoolers will use the library for classes in September.
- A pressure cooker and meat grinder are available for sign-out.
- The Rec Board's kitchen is being used for freeze drying and cooking classes.

**6.4 Mackenzie County Library Consortium (MCLC):**

- No report.

**6.5 High Level:**

- They have reviewed their policies.
- Their 125 rural patrons signed out 135 items in January.
- They are holding a Community Ketchup Event.
- They are bulk buying books.
- They host a Pokémon Club on Tuesdays and Dungeons and Dragons events on Fridays and Saturdays.
- TELUS has sponsored a mobile computer unit which will be taken out to Chate to use as a mini satellite library.
- The town of High Level is thinking of building a Multiplex which the library would like to move into. If that's not available, they may move into the old RCMP building.

**MOTION #2023-03-05 Cameron Cardinal** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

**7.1 La Crete Library Expansion:**

- The LCLS held a survey during the month of February asking library clients if they are in favor of moving the La Crete library into the new proposed Rec. Center. 154 responses were received, of which 137 or 89% wanted the library to stay in its current location and 17 or 11% were willing to move into the proposed Rec Center.
- If the La Crete Library remains in the current building, the structural soundness of the old trailer attachment would have to be assessed. \$8,346.25 is still available from the County's initial \$10,000 to be used to draw plans and assess the viability of putting up a new building. This money could now be used to assess the repairs required in the old trailer.

**8.0 New Business:**

**8.1 Fort Vermilion Agricultural Fair and Trade Show Aug 11 and 12, 2023:**

**MOTION #2023-03-06 Lorraine Peters** moved that the MCLB give \$2,000 to the Fort Vermilion Ag Society so they can cover the costs of bringing the cowboy poet B J Smith to perform at the Ag Fair. **CARRIED**

**9.0 Correspondence:**

- Funding letter from the minister.
- Christmas card from the Fort Vermilion Ag Society.

**11.0 Next Meeting Date and Location: Fort Vermilion Library, June 6, 2023 at 6:00 p.m.**

**12.0 Adjournment:**

**MOTION # 2023-03-07 Wally Schroeder** moved to adjourn the meeting at 7:10 p.m. **CARRIED**

**These minutes were adopted this 6th day of June 2023.**

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**Chair: Kayla Wardley**