




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

JANUARY 31, 2024
10:00 AM

FORT VERMILION
COUNCIL CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, January 31, 2024
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the January 9, 2024 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) Tax Roll 155377 – Outstanding Tax Payment Agreement	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Request for Proposals (RFP) Opening - Mackenzie County Outdoor Recreation & Tourism Plan	21
		b) Request for Proposals (RFP) Opening – Fuel Supply & Services	25
PUBLIC HEARINGS:	6.	a) Bylaw 1245-21 Municipal Development Plan	29
DELEGATIONS	7.	a) Ridgeview School – Grade 6 Students	115
		b)	
GENERAL REPORTS:	8.	a) None	

		b)		
		c)		
AGRICULTURE SERVICES:	9.	a)	None	
		b)		
COMMUNITY SERVICES:	10.	a)	Policy COM001 Parks Caretaker Bonus - Rescind	117
		b)	Alberta Medical First Responder (MFR) Financial Support	121
		c)	Generator and ATV Usage Within Campgrounds	127
		d)		
		e)		
FINANCE:	11.	a)	Policy ADM054 Fuel Usage - Amendment	131
		b)	Budget Amendment – AWD 160M Graders x 3 (2023) Project	135
		c)	Self-Generated Revenue Rentals	137
		d)	Provincial Education Requisition Credit Program 2023	139
		e)	2023 Uncollectible Taxes	147
		f)	2023 Uncollectible Utility and Accounts Receivable Account	151
		g)	Disaster Recovery Program – 2020 Update January 2024 Report	159
		h)	Members at Large Expense Claims	165
		i)		
		j.)		
PROJECTS & INFRASTRUCTURE:	12.	a)	None	
		b)		
OPERATIONS:	13.	a)	None	

		b)		
UTILITIES:	14.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	15.	a)	Bylaw 1320-24 Land Use Bylaw Amendment to Rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”	167
		b)	Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL”	181
		c)	Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3	191
		d)	Bylaw 1323-24 Land Use Bylaw Amendment to Rezone Part of NW-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”	197
		e)		
		f)		
ADMINISTRATION	16.	a)	Rental Housing Request	207
		b)	Member at Large Vacant Positions	209
		c)	Regional Economic Development Initiative - REDI Made Business Showcase – Sponsorship & Registration	211
		d)	Alberta Beef Producers – Annual General Meeting	229
		e)		
		f)		
COMMITTEE OF THE WHOLE ITEMS:	17.	a)	Business Arising out of Committee of the Whole	
		b)		

- c)
- COUNCIL COMMITTEE REPORTS:** 18. a) Council Committee Reports (verbal)
- b) Municipal Planning Commission Meeting Minutes 235
- c)
- d)
- INFORMATION / CORRESPONDENCE:** 19. a) Information/Correspondence 245
- NOTICE OF MOTION:** 20. a)
- NEXT MEETING DATES:** 21. a) Regular Council Meeting
February 13, 2024
10:00 a.m.
Fort Vermilion Council Chambers
- b) Regular Council Meeting
February 28, 2024
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 22. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the January 9, 2024 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the January 9, 2024 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

Author: T. Thompson **Reviewed by:** L. Flooren **CAO:** D. Derksen

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the January 9, 2024 Regular Council Meeting be adopted as presented.

Author: T. Thompson **Reviewed by:** L. Flooren **CAO:** D. Derksen

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, January 9, 2024
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (left the meeting at 12:25 p.m., rejoined the meeting virtually at 1:00 p.m. and left the meeting at 2:10 p.m.)
David Driedger	Councillor
Eileen Morris	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Dale Wiebe	Councillor

REGRETS:

ADMINISTRATION:

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

ALSO PRESENT:

Minutes of the Regular Council Meeting for Mackenzie County held on January 9, 2024 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.

CALL TO ORDER: 1. a) Oath of Office – Councillor Ward 9 (High Level Rural)

MOTION 24-01-001 MOVED by Councillor Cardinal

That the Oath of Office was administered to Councillor Morris by Don Roberts, Commissioner for Oaths.

CARRIED

AGENDA: 2. a) Adoption of Agenda

MOTION 24-01-002 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

4. d) Personnel (*FOIP Sections 23, 24 and 27*)

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the December 12, 2023 Regular Council Meeting

MOTION 24-01-003 MOVED by Councillor Wardley

That the minutes of the December 12, 2023 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. b) Business Arising out of the Minutes

MOTION 24-01-004 MOVED by Councillor Wardley

That Councillor Wardley be authorized to attend the Economic Developers Alberta (EDA) – Resilience & Recovery Workshop for Communities in Grande Prairie, Alberta on February 23, 2024.

CARRIED

CLOSED MEETING: 4. a) Closed Meeting

MOTION 24-01-005 **MOVED** by Councillor Wiebe

That Council move into a closed meeting at 10:08 a.m. to discuss the following:

- 4.a) Request for Proposals – Fuel Supply & Services
(*FOIP Section 25*)
- 4.b) Request for Proposals Review – Tourism Master Plan
(*FOIP Section 25*)
- 4.c) CAO Report (*FOIP Sections 16, 17, 23 & 24*)
- 4.d) Personnel (*FOIP Sections 23, 24 and 27*)
(*ADDITION*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Andy Banman, Director of Operations
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:32 a.m. excluding Darrell Derksen, Chief Administrative Officer and Byron Peters, Deputy Chief Administrative Officer/Director of Projects and Infrastructure.

Byron Peters, Deputy Chief Administrative Officer/Director of Projects and Infrastructure left the meeting at 10:52 a.m.

Darrell Derksen, Chief Administrative Officer left the meeting at 11:25 a.m. and returned to the meeting at 11:40 a.m.

MOTION 24-01-006 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:45 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:45 a.m. and reconvened at 11:52 a.m.

DELEGATIONS: **7. a) La Crete & Area Chamber of Commerce – Request for Letter of Support**

MOTION 24-01-007 **MOVED** by Councillor Braun

That a letter of support be provided to the La Crete & Area Chamber of Commerce for their Small Community Opportunity Program grant application.

CARRIED

Reeve Knelsen recessed the meeting at 12:01 p.m., Councillor Cardinal left the meeting at 12:25 p.m. and Reeve Knelsen reconvened the meeting at 12:53 p.m.

CLOSED MEETING: **4. a) Request for Proposals – Fuel Supply & Services**

MOTION 24-01-008 **MOVED** by Councillor Peters

That the Fuel Supply & Services Request for Proposal be advertised as amended.

CARRIED

CLOSED MEETING: **4. b) Request for Proposals Review – Tourism Master Plan**

MOTION 24-01-009 **MOVED** by Councillor Driedger

That the Outdoor Recreation and Tourism Plan Request for Proposal be advertised as amended.

CARRIED

CLOSED MEETING: **4. c) CAO Report**

MOTION 24-01-010 **MOVED** by Councillor Wiebe

That the CAO Report be received for information.

CARRIED

CLOSED MEETING: 4. d) **Personnel (ADDITION)**

MOTION 24-01-011 **MOVED** by Deputy Reeve Sarapuk

Requires Unanimous

That the Personnel discussion be received for information.

CARRIED UNANIMOUSLY

TENDERS: 5. a) **None**

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

GENERAL REPORTS: 8. a) **Director and Manager Reports for December 2023**

MOTION 24-01-012 **MOVED** by Councillor Braun

That the Director and Manager reports for December 2023 be received for information.

CARRIED

AGRICULTURE SERVICES: 9. a) **None**

COMMUNITY SERVICES: 10. a) **Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – Budget Amendment**

MOTION 24-01-013 **MOVED** by Councillor Smith

Requires 2/3

That the 2024 One Time Budget be amended by \$80,000 for the FRIAA –Wildfire Mitigation Plans project, with funding coming from the Forest Resource Improvement Association of Alberta grant.

CARRIED

FINANCE: 11. a) **Budget Amendment - 2023 Mackenzie Agricultural Fair & Tradeshow**

MOTION 24-01-014 **MOVED** Deputy Reeve Sarapuk

Requires 2/3

That the 2023 One Time project budget be amended by \$6,145 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

CARRIED

Councillor Cardinal rejoined the meeting virtually at 1:00 p.m.

DELEGATIONS:

7. b) Alberta Transportation - Patrick L'Abbe

MOTION 24-01-015

MOVED by Councillor Smith

That the Alberta Transportation – 2024 Bridge Review be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 1:54 p.m. and reconvened the meeting at 2:05 p.m.

FINANCE:

11. b) Budget Amendment – Northwest Species at Risk

MOTION 24-01-016
Requires 2/3

MOVED by Councillor Wardley

That the 2023 One Time project budget be amended by \$426,285 for the Northwest Species at Risk project, with funding coming from Other Sources.

CARRIED

FINANCE:

11. c) Bylaw 1319-24 Fee Schedule Bylaw Amendment

Councillor Cardinal left the meeting at 2:10 p.m.

MOTION 24-01-017
Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 24-01-018
Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 24-01-019
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third and final reading of Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED UNANIMOUSLY

MOTION 24-01-020
Requires 2/3

MOVED by Councillor Braun

That third and final reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

FINANCE:

11. d) Councillor Expense Claims

MOTION 24-01-021

MOVED by Councillor Wardley

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

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. a) None

OPERATIONS:

13. a) Asset Disposal – Graders (2023) X3 Capital Project

MOTION 24-01-022

MOVED by Councillor Braun

That the three 2019 160M AWD Cat Motor Graders be disposed of with Option 2 – Finning Guaranteed Buy Back:

Unit	Description	Serial #	Hours	Price
2151	2019 CAT 160M3 AWD	N9K01065	6017	\$335,000
2150	2019 CAT 160M3 AWD	N9K01068	7540	\$285,000
2149	2019 CAT 160M3 AWD	N9K01047	7193	\$300,000

CARRIED

UTILITIES: 14. a) None

PLANNING & DEVELOPMENT: 15. a) **Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”**

MOTION 24-01-023 **MOVED** by Councillor Wardley

That administration advertise Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”, to accommodate a Retail - General Use, for public hearing prior to approving first reading.

CARRIED

PLANNING & DEVELOPMENT: 15. b) **2023 Off-Site Levy Annual Report**

MOTION 24-01-024 **MOVED** by Councillor Braun

That the 2023 Off Site Levy Annual Report be received for information.

CARRIED

PLANNING & DEVELOPMENT: 15. c) **Development Statistics Report – January to December 2023**

MOTION 24-01-025 **MOVED** by Councillor Morris

That the development statistics report for January to December 2023 be received for information.

CARRIED

ADMINISTRATION: 16. a) **Meetings with Ministers – Rural Municipalities of Alberta (RMA) 2024 Spring Convention**

MOTION 24-01-026 **MOVED** by Councillor Wardley

That the following priority topics be discussed at the Minister meetings during the Rural Municipalities of Alberta (RMA) spring convention in March 2024 in Edmonton.

Minister of Agriculture & Irrigation	Minister of Energy and Minerals
<ul style="list-style-type: none"> • Access to Resources • Task Force Green to White Zone • Fire Grazing • Ag Land Expansion Task Force 	<ul style="list-style-type: none"> • Access to Resources
Minister of Environment and Protected Areas	Minister of Forestry and Parks
<ul style="list-style-type: none"> • Ag Land Expansion Task Force • Drought Conditions • Sub-Regional Planning 	<ul style="list-style-type: none"> • Fire Grazing* • Access Trails & Recreational Leases* • Fire Season Preparation* • Access to Resources • Bison Hunt • Bison Working Group • Burning of Cabins • Grazing Leases
Minister of Health	Minister of Indigenous Relations
<ul style="list-style-type: none"> • Air Evacuations • Bed Closures in the Region - Updates • Education of Rural Professionals and Political Pre-screening of Education Applicants • Emergency Medical Services (EMS) – Additional Staff • La Crete Health Facility 	<ul style="list-style-type: none"> • Air Evacuations • Consultation
Minister of Justice	Minister of Municipal Affairs
<ul style="list-style-type: none"> • Victim Services Unit - Centralization 	<ul style="list-style-type: none"> • Access to Resources • Economic Sustainability (LGFF) • Fort Vermilion Flood

Minister of Seniors, Community and Social Services	Minister of Transportation and Economic Corridors
<ul style="list-style-type: none"> • Mackenzie House • Altenheim (LCMNA) 	<ul style="list-style-type: none"> • Corridors • Roundabout & Construction Partnership • Economic Development – Corridor Highway 35 • STIP Funding
Minister of Tourism and Sport	
<ul style="list-style-type: none"> • Regional Tourism Opportunities • Wellness Centre 	

CARRIED

ADMINISTRATION: 16. b) Rescind - Policy ADM033 Personal Vehicle Allowance

MOTION 24-01-027 MOVED by Councillor Wardley

That Policy ADM033 Personal Vehicle Allowance be rescinded.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

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

MOTION 24-01-028 MOVED by Councillor Driedger

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

CARRIED

COUNCIL COMMITTEE REPORTS: 18. b) Municipal Planning Commission Meeting Minutes

MOTION 24-01-029 **MOVED** by Councillor Braun

That the unapproved Municipal Planning Commission meeting minutes of December 13, 2023 be received for information.

CARRIED

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

MOTION 24-01-030 **MOVED** by Councillor Morris

That the Information//Correspondence be received for information.

CARRIED

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

**NEXT MEETING
DATES:** **21. a)**

Committee of the Whole Meeting
January 30, 2024
10:00 a.m.
Fort Vermilion Council Chambers

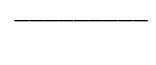
Regular Council Meeting
January 31, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **22. a) Adjournment**

MOTION 24-01-031 **MOVED** by Councillor Morris

That the Council meeting be adjourned at 4:03 p.m.

CARRIED



These minutes will be presented for approval at the January 31, 2024 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Byron Peters, Deputy Chief Administrator Officer
Title:	Request for Proposals (RFP) Opening – Mackenzie County Outdoor Recreation & Tourism Plan

BACKGROUND / PROPOSAL:

Mackenzie County was approved for a Northern and Regional Economic Development (NRED) grant in late 2022. The grant objective was to identify tourism assets within our region, develop a strategic tourism plan to focus on the areas where we have a competitive advantage, and begin the development and marketing of the tourism products.

A portion of the grant funding was used to complete a Tourism and Recreation Opportunity Assessment. Expedition Management Consulting Ltd was engaged to create the assessment, which was completed in August 2023. The assessment will be a fundamental building block to developing the Outdoor Recreation & Tourism Plan.

The RFP was presented to Council for review and feedback at the January 9, 2024, Regular Council Meeting and the following motion was made:

MOTION 24-01-009

MOVED by Councillor Driedger

That the Outdoor Recreation and Tourism Plan Request for Proposal be advertised as amended.

CARRIED

After administration amended the RFP as directed, it was posted on the Alberta Purchasing Connections (APC) website on January 9, 2024, with a closing date of January 30, 2024 at 4:30 p.m. local time. Proposal envelopes will be opened at the Regular Council Meeting January 31, 2024. Scoring and recommendations to award will be presented at the February 13, 2024 Regular Council Meeting.

Author: S Gibson **Reviewed by:** BP **CAO:** D. Derksen

OPTIONS & BENEFITS:

Administration will provide a summary of the proposals received with a recommendation to award the project to the successful proponent for the RFP for the Mackenzie County Outdoor Recreation & Tourism plan using the following matrix below.

Evaluation Criteria	Mark (%)	Points available	Subtotal
Experience and Qualifications		25	
Project Team		25	
Project Understanding & Proposed Methodology		30	
Local Knowledge & Experience		20	
Total points available		100	

COSTS & SOURCE OF FUNDING:

2023 One Time Project budget, including grant funding from NRED and in-kind donations from Mackenzie Frontier Tourism Association, La Crete Polar Cats Snowmobile Club, Regional Economic Development Agency of Northwest Alberta.

COMMUNICATION / PUBLIC PARTICIPATION:

The RFP was posted on the Alberta Purchasing Connection (APC) and a link was provided on the Mackenzie County website under Bid Solicitations.

Project milestones will be established and reported in a timely manner. There are logical points throughout the project to communicate to stakeholders and Council.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process

Author: S Gibson Reviewed by: BP CAO: D. Derksen

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the proposals received for the Mackenzie County Outdoor Recreation & Tourism Plan be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That administration score the eligible proposals for the Mackenzie County Outdoor Recreation & Tourism Plan and provide a detailed report and recommendation for awarding at the February 13, 2024, Regular Council Meeting.

Author: S Gibson **Reviewed by:** BP **CAO:** D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Request for Proposals (RFP) Opening – Fuel Supply & Services

BACKGROUND / PROPOSAL:

Council reviewed the Request For Proposals (RFP) for Fuel Supply & Services at the January 9, 2023 Regular Council Meeting, where the following motion was passed:

MOTION 24-01-008 *That the Fuel Supply & Services Request for Proposal be advertised as amended.*

CARRIED

Administration advertised the RFP on the County’s website, Social media pages, and on Alberta Purchasing Connection (APC) on January 12, 2024, with a closing date of January 29, 2024, opening at during a Regular Council meeting January 31, 2024.

An addendum was identified, and sent to each proponent that had picked up a package, as well as advertised on the APC website on January 24th.

As the Fuel Supply & Services is considered a “Goods & Supply”, the requirements for a COR/SECOR Certificate is not required.

The Request for Proposal is has 6 Schedules, each of which is deleteable if the pricing or options are not acceptable to the County.

OPTIONS & BENEFITS:

Administration will review each submission, and provide a summary of the proposals received with a recommendation to award to the successful proponent for the RFP Fuel Supply & Services using the matrix below.

Author: J. Batt

Reviewed by:

CAO:

Evaluation Criteria <i>(Weight x Score = Total Points)</i>	Weight	Score
Local Contractor	10%	
Other Rebates / Incentives	10%	
Proposal Cost	80%	
TOTAL	100%	

COSTS & SOURCE OF FUNDING:

2024 Operating Budget
3 year contract – no option to extend

COMMUNICATION / PUBLIC PARTICIPATION:

The RFP was advertised the RFP on the County’s website, Social media pages, and on Alberta Purchasing Connection (APC) on January 12, 2024, with a closing date of January 29, 2024, opening at during a Regular Council meeting January 31, 2024.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Fuel Supply & Services Request for Proposals – Envelope #1 be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

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

That the unqualified Fuel Supply & Services Request for Proposals be returned to the senders without opening Envelope #2.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That the Fuel Supply & Services Request for Proposals – Envelope #2 be opened for the qualified bidders.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That administration review tender submissions, and bring recommendation for awarding of the Fuel Supply & Services Request for Proposals later in the meeting.

Motion 5

Simple Majority Requires 2/3 Requires Unanimous

That the Fuel Supply & Services Request for Proposal contract be awarded to the lowest bidder while staying within funding approvals.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	PUBLIC HEARING Bylaw 1245-21 Municipal Development Plan

BACKGROUND / PROPOSAL:

Administration has been reviewing and updating the Municipal Development Plan (MDP) to meet the needs of the public, Council, and the municipality. The intension of the MDP is to determine future land use for the municipality and is part of the strategic direction for the municipality.

The MDP has been thoroughly revised, meaning that the current and future needs for development in the County have been captured. Administration would like to reiterate that the MDP is a living document and can be amended at any time at the discretion of Council or by application from the public.

Administration has ensured that all Council comments have been integrated into the document particularly the Growth Node maps to allow for higher density development in rural areas.

Overall, the MDP is a document that sets certain discretion to Council to ensure that our land base will not only be sustainable for future generations but economically driven and open for opportunities for diversification.

The Land Use Bylaw is a more specific document that will integrate more detailed regulations and uses.

OPTIONS & BENEFITS:

Once approved, the MDP is good for a minimum of 5 years and will give administration and Council direction with future land development.

Author: C Smith **Reviewed by:** _____ **CAO:** D. Derksen

Should there be additional changes in terms of intension/mapping after review of this document, another Public Hearing will need to be advertised prior to second reading.

Option 1:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1245-21 being the Municipal Development Plan to be adopted as presented.

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1245-21 being the Municipal Development Plan to be adopted as presented.

Option 2:

That Council hold the Public Hearing and administration bring back any final revisions to a future Council meeting.

COSTS & SOURCE OF FUNDING:

Capital project funded through Municipal Reserve.

COMMUNICATION / PUBLIC PARTICIPATION:

A public hearing is required as per MGA requirements and it has been advertised for 4 weeks.

Administration held Open Houses in each hamlet in 2021, since that time there has been an online survey and each revised version of the MDP has been made available on the website with an online opportunity to comment digitally.

Administration presented the revised version at the La Crete and Fort Vermilion Get to Know You Nights in September 2023.

There have been public concerns brought forward regarding the consultation process and the duty to consult other nations.

This is the final opportunity for the public to bring their concerns forward and we can make any amendments prior to the final readings to ensure concerns are addressed.

POLICY REFERENCES:

N/A

Author: C Smith **Reviewed by:** _____ **CAO:** D. Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1245-21 being the Municipal Development Plan to be adopted as presented.

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1245-21 being the Municipal Development Plan to be adopted as presented.

Author: C Smith **Reviewed by:** _____ **CAO:** D. Derksen

BYLAW NO. 1245-21

**BEING A BYLAW OF MACKENZIE COUNTY
TO ADOPT A MUNICIPAL DEVELOPMENT PLAN
FOR THE MACKENZIE COUNTY**

WHEREAS: Section 632 of the *Municipal Government Act*, R.S.A. 2000, C. M-26, as amended, states that every council of a municipality must be bylaw adopt a municipal development plan; and

The Mackenzie County Municipal Development Plan was prepared, public consultation was held, and the bylaw was advertised; and

A public hearing shall be held on January 31, 2024 at 1:00 p.m. at the Fort Vermilion Council Chambers, Fort Vermilion, Alberta.

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

1. This Bylaw may be cited as the Mackenzie County Municipal Development Plan.
2. The document entitled “Mackenzie County Municipal Development Plan”, attached to and forming part of this bylaw as Schedule “A”, is adopted as the Mackenzie County Municipal Development Plan.
3. This bylaw shall come into force and take effect upon the date of third reading by Mackenzie County Council.
4. The adoption of this bylaw rescinds any previous Municipal Development Plan (s) and any amendments thereto.

READ a first time this 30th day of November, 2021.

PUBLIC HEARING held this ____ day of _____, 2024.

READ a second time this ___ day of _____, 2024.

READ a third time and finally passed this ___ day of _____, 2024.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

MACKENZIE COUNTY MUNICIPAL DEVELOPMENT PLAN

2023 | PUBLIC CIRCULATION DRAFT



Contents

1	Introduction	5
1.1	Purpose	5
1.2	Authority	6
1.2.1	Planning Framework	6
1.2.2	Plan Interpretation	9
1.3	Planning Process	10
1.4	How to Use the MDP	10
1.5	History and Context	11
1.6	Communities Built on History and Heritage	12
1.7	Recent Events Shaping the County	15
1.8	Opportunity	17
2	Vision	19
2.1	Vision	19
2.2	Goals and Objectives	19
3	Expanding the Economy and Industry	22
3.1	Economic Diversification	23
3.2	Employment Growth	24
3.3	Tourism	25
4	Supporting Agriculture	27
4.1	Agricultural Expansion	28
4.2	Protecting Agricultural Land	29
4.3	Agricultural Diversification	30
5	Growing Our Communities	31
5.1	Strategic Growth	32
5.2	Land Use Policies	34
5.2.1	Crown Land	34
5.2.2	Agriculture	34
5.2.3	Country Residential	36
5.2.4	Hamlet Residential	37
5.2.5	Commercial	39
5.2.6	Industrial	40
5.2.7	Mixed Use Employment	42
5.2.8	Special Planning Area	43
5.3	Undeveloped Areas and Natural Features	44
5.4	Open Space, Recreation and Trails	46
5.5	Cultural and Community Services	48
5.6	Mobility and Servicing	49
5.6.1	Transportation	49
5.6.2	Utilities	50
6	Responding to a Changing Environment	52
6.1	Safe & Resilient Communities	52
6.2	Flood Hazard Resiliency	53
6.3	Fire Hazard Resiliency	55
7	Building Partnerships	56
8	Implementation	60
8.1	Plan Implementation	61
8.2	Monitoring and Review	61
9	Glossary	62
9.1	Glossary	63
10	Maps	64
	Appendix A	72

PART I

VISION AND CONTEXT

1 INTRODUCTION

1.1 PURPOSE

Mackenzie County's Municipal Development Plan (MDP) is a document that provides clear direction for growth and development in the County over the next 20 years. Working in tandem with the Land Use Bylaw and other statutory plans, the MDP provides a framework for the County's future and is an important decision-making tool for Council, County Administration, developers, residents, and other stakeholders. The intent of this MDP is to support well-managed and fiscally sustainable growth and development that will ensure a high quality of life for all County residents now and in the future.

The County has grown substantially over the past several years and is anticipated to grow to 26,000 people over the next 20 years. However, this growth has occurred unevenly across the County, and it is important for the MDP to set a vision for how to accommodate this growth in a fiscally sustainable manner.

To ensure the County appropriately plans for this growth, this MDP:

- Updates the vision, policies, and actions of the 2009 MDP;

- Describes the County's preferred direction with respect to growth areas, land uses, infrastructure investments, business development, and provision of County services;
- Provides a comprehensive land use policy framework that outlines where and how development and growth may take place across the County;
- Informs County bylaws, policies, and programs; and
- Helps residents and landowners understand how their land may be used now and in the future.

This MDP update revisits the goals and vision of the 2009 MDP to build upon recent successes, but also recognizes and responds to the considerable changes that have occurred since 2009. The MDP's vision, goals, and objectives were affirmed through County-wide public engagement to ensure that the vision and priorities of Mackenzie County residents and community leaders were accurately reflected.

1.2 AUTHORITY

The Municipal Development Plan is a statutory document required by the Province of Alberta as specified by the Municipal Government Act. The following section provides an overview of the legislative planning framework for Alberta, as well as provides guidance for interpreting the policies within the MDP.

1.2.1 PLANNING FRAMEWORK

The planning framework outlines the key planning documents that guide land use and development in Mackenzie County, providing context for how each document interacts and informs the others. Plans at the top of the framework, such as Intermunicipal Development Plans and the MDP, provide broad

high-level policy direction, while lower-level plans are subordinate to the plans above and must be consistent with the policies and direction of the higher-order plans. As part of the municipal planning process, the County may develop more specific Area Structure Plans (ASP) and Area Redevelopment Plans (ARP) to provide detailed direction for smaller areas within the region. These ASPs and ARPs must be consistent with the policies and land use concept of the MDP. The level of detail and specificity in policies increases the further down the plan is in Figure 1, the County's planning framework diagram.

When there is no ASP or other subordinate plan, the MDP will determine whether a subordinate plan is required to provide greater planning detail.

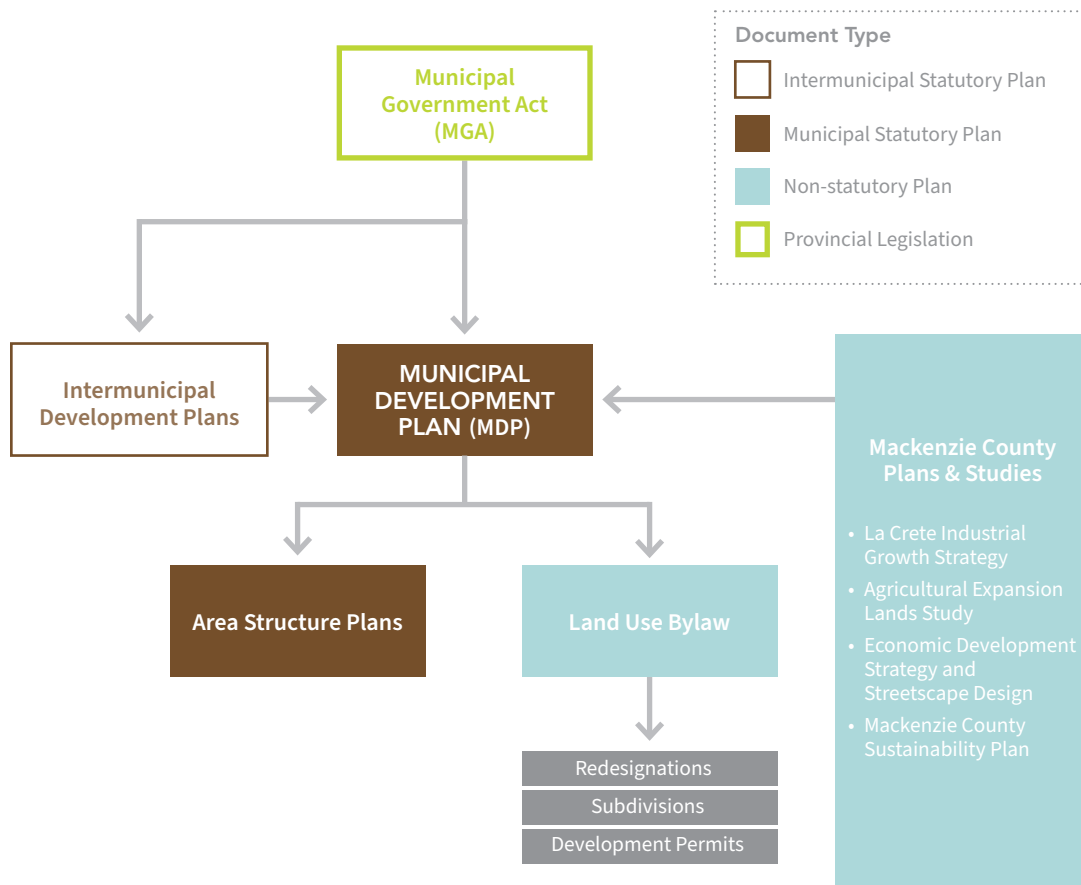


Figure 1: The Planning Framework in Mackenzie County

MUNICIPAL GOVERNMENT ACT

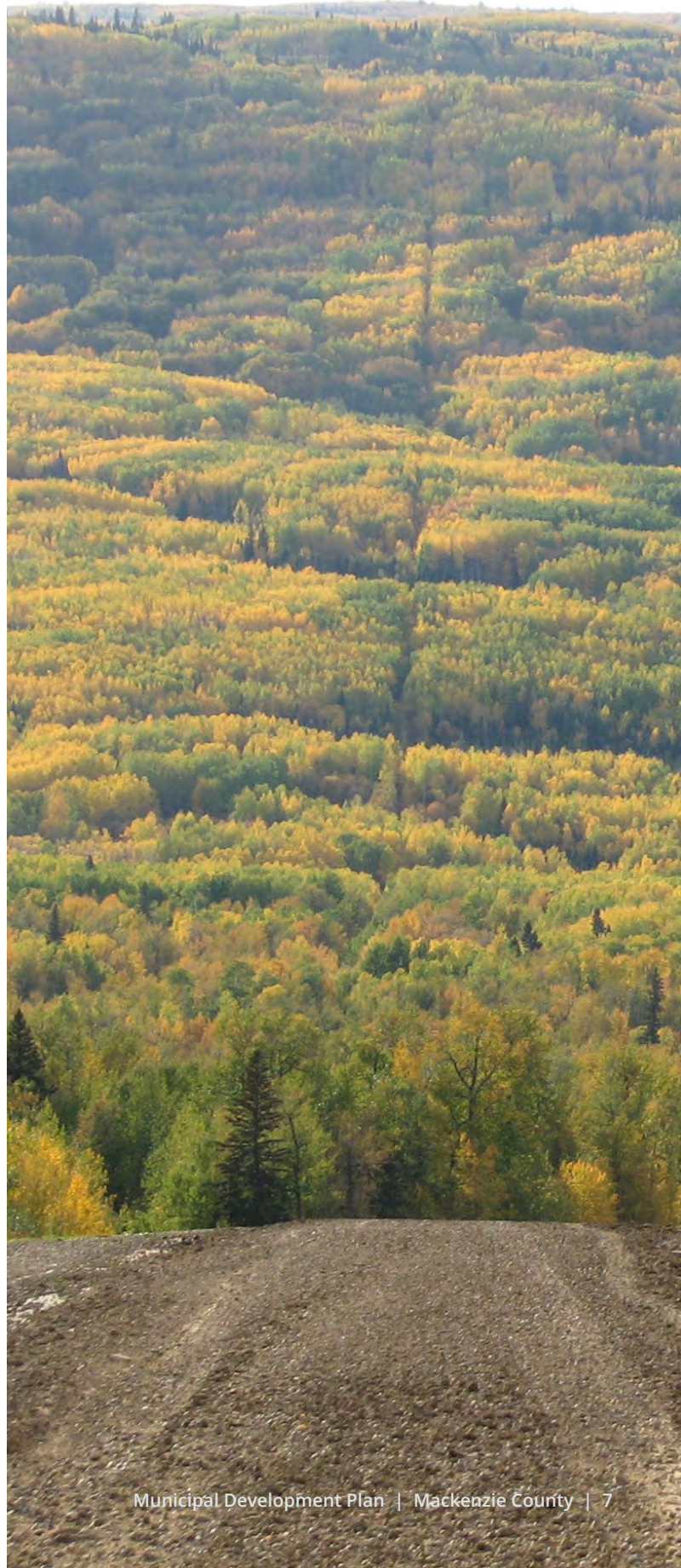
The Municipal Government Act (MGA) provides the legislative framework under which all municipalities must operate. The MGA states that the purpose of a municipality is to:

- Provide good government;
- Foster the well-being of the environment;
- Provide services, facilities, or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality;
- Develop and maintain safe and viable communities; and
- Work collaboratively with neighbouring municipalities to plan, deliver, and fund intermunicipal services.

Part 17 of the Municipal Government Act regulates planning and development and empowers municipalities to prepare plans:

- To achieve the orderly, economical, and beneficial development, use of land and patterns of human settlement; and
- To maintain and improve the quality of the physical environment within which patterns of human settlement are situated in Alberta, without infringing on the rights of individuals for any public interest except to the extent that is necessary for the overall greater public interest.

The MGA requires all municipalities to adopt and maintain a Municipal Development Plan. This Municipal Development Plan must be consistent with all Intermunicipal Development Plans established between the municipality and the municipalities adjacent to it.



MUNICIPAL DEVELOPMENT PLAN

The MDP is the County's principal statutory plan, providing strategic growth direction and overall guidance for land use planning policy. The MDP also provides specific policy guidance for areas that do not fall within the boundaries of an area structure plan or other subordinate plan. As identified in Section 632 of the MGA, Municipal Development Plans must provide policy direction for the following key items:

- Future land use throughout the County and how it is intended to be developed;
- Coordination of land use, growth, and infrastructure with adjoining municipalities;
- Policies regarding provision of transportation systems and municipal servicing;
- Guidance on land-use compatibility and regulation near sour gas facilities;
- Policies regarding municipal and school reserve; and
- Policies respecting the protection of agricultural operations.

INTERMUNICIPAL DEVELOPMENT PLAN

Intermunicipal Development Plans (IDP) provide coordinating policies to guide land use and growth management between partnering municipalities that share a border. These plans may include how the two municipalities will work together, develop joint lands, and/or co-ordinate parks, open space, recreation, transportation, water, utilities, and other municipal services across boundaries. IDPs must be approved by Council in both partnering municipalities. Mackenzie County has an approved IDP with the Town of High Level.

An alternative to an IDP is an Inter-Municipal Collaboration Framework (ICF). These frameworks include how adjacent municipalities will work and communicate together on matters of interest and importance similar to an IDP. Inter-Municipal Collaboration Frameworks are non-statutory agreements. Mackenzie County has ICFs in place with all adjacent municipalities.



AREA STRUCTURE PLANS

ASPs are statutory plans that are subordinate to the MDP and provide more specific growth direction and land use policy for specific areas of land in the County. ASPs contain maps, goals, and policies that set out general locations for major land uses, major roadways, utility servicing, and open space.

LAND USE BYLAW

The Land Use Bylaw is a regulatory bylaw of the County, required by the MGA, that implements the land use direction provided in the Municipal Development Plan. Every parcel of land in the County has a land use district, which specifies the permitted and discretionary uses in each district and regulates the development of land and buildings in the County.

1.2.2 PLAN INTERPRETATION

Interpretation of the MDP follows a broad hierarchy of plan outcomes, policies, terms, and definitions, as described here.

Plan Outcomes and Policies

The MDP's vision, goals, and outcomes will be achieved through the application of the policies and objectives of each policy section. Policies provide guidance to decisionmakers and the public about how the County should grow and develop, while objectives are the targets for individual policy sections that achieve the County's vision and guiding principles.

Policy Terms

The following key terms outline how policies should be interpreted and implemented by the County.

Shall: The MDP is intended to guide development through an understanding that flexibility is required. However, certain policies related to human safety, fiscal responsibility, legal obligations, and other factors are mandatory. In these contexts, the term 'shall' is used to indicate actions that must be complied with, without discretion, by administration, developers, Council, and any other authority involved in land use development approvals.

Should: Where policy is not mandatory but still relates to a strongly preferred course of action, the less restrictive term 'should' is used.

May: This term is used in policies that are discretionary in nature, meaning that the policy could be enforced by the County dependent on the circumstances of the proposal in question.



1.3 PLANNING PROCESS

The MDP's land use policies guide development throughout the County and identify growth areas for new residential, commercial, agricultural, and industrial development. These growth areas, presented as the MDP's Growth Concept, provide a planning framework that balances fiscally sustainable development with providing a high quality of life and diverse range of residential and economic opportunities for County residents.

County-wide policies within the MDP provide high level direction on County services and operations regardless of land use. They are intended to improve County services, enhance quality of life, and strengthen community identity.

Implementation of the MDP will occur through several mechanisms and processes, including:

- Ongoing administration of the development review process and periodically reviewing and amending area structure plans and the land use bylaw;

- Carrying out next steps required to implement the vision, goals, and objectives of the MDP; and
- Collaborating with neighbouring municipalities on planning and development matters.

The MDP will be monitored and regularly reviewed based on a series of performance measures to ensure development is being effectively guided. The responsibility for this implementation, monitoring, and review of the MDP rests with County Council, committees of Council, and administration.

The update of the MDP and Land Use Bylaw involved engagement with the public as well as stakeholders. The project team conducted on-line engagement to determine the vision, pillars, and guiding principles. Additional engagement was held virtually and in person in 2021 and 2022 to receive feedback on the ideas and on the draft document. Feedback was incorporated into the document prior to first and second readings.

1.4 HOW TO USE THE MDP

The Mackenzie County Municipal Development Plan consist of three parts:

Part I – Vision and Context provides the overall introduction, vision, and context for the County. It provides the introduction and current background of Mackenzie County, and the future vision over the next 20 years.

Part II – Policies contain the economic, agricultural and land use policies of the MDP. These policies describe how the County will achieve the vision as set out in part 1.

Part III – Implementation contains policies and directions for how to interpret and implement part 2 of the MDP. This section also describes the monitoring component of the MDP; monitoring is necessary to determine the effectiveness of the policies and to determine if the vision is being achieved.

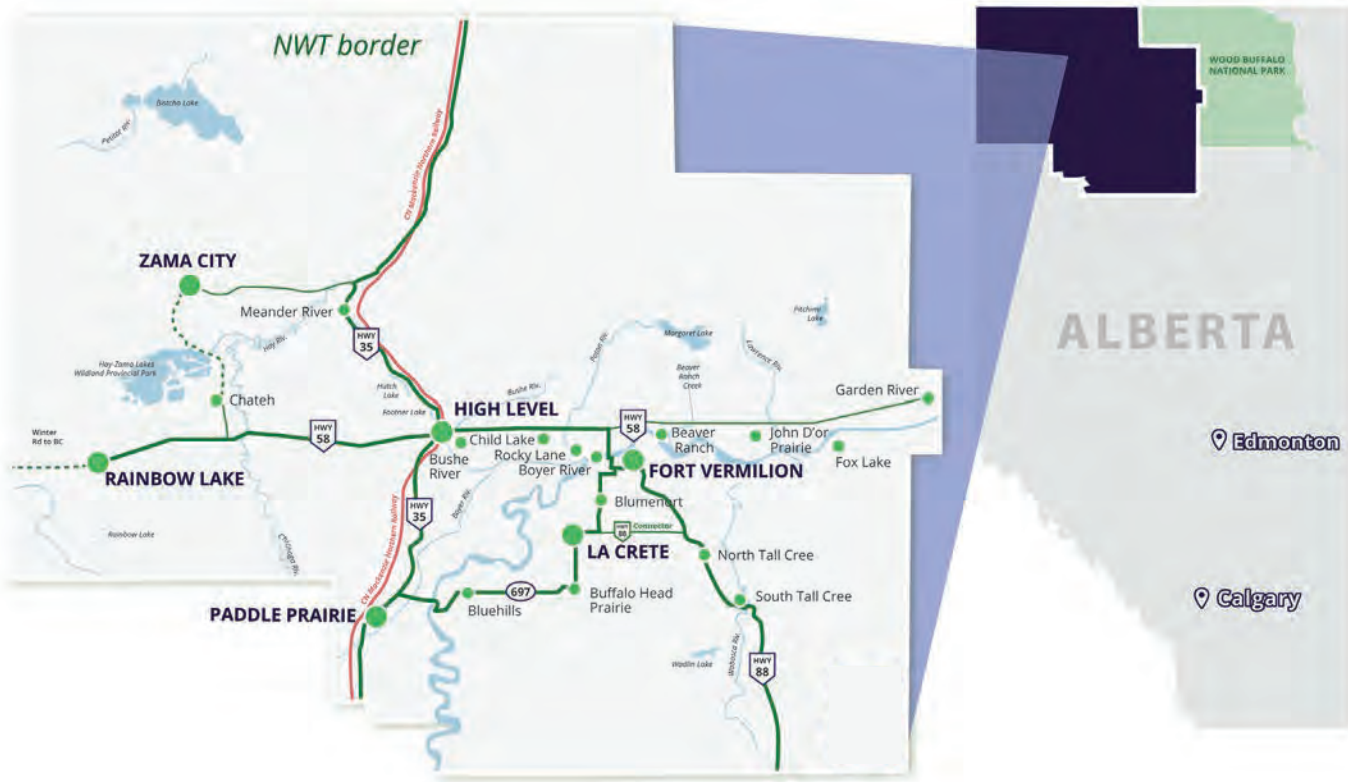
1.5 HISTORY AND CONTEXT

Mackenzie County is blessed with a variety of dramatic landscapes consisting of vast mixed wood and boreal forest to the north and west, and hills to the south and east. The Caribou Mountains, Cameron Hills, and Buffalo Head Hills are all part of Mackenzie County and provide Crown Land access to some of the last unspoiled natural beauty in Alberta. Rich agricultural lands are located north of the Peace River and in the south and eastern portions of the County, and many lakes and rivers, including the mighty Peace River, braid their way throughout the County.

Through a ministerial order the Mackenzie County area was included within Improvement District No. 23 in 1968 and managed by the Province of Alberta. In 1994 the Province created The Municipal District of Mackenzie No. 23 effective January 1, 1995. In 1999, the Municipal District became a specialized

municipality to recognize the complexities of such a large municipal area. Finally, in 2007 the name was changed from the Municipal District to Mackenzie County.

With a deep history, the County today is built on a solid economic foundation balanced between the agriculture, forestry, oil, gas, and energy industries. Emerging light machining and secondary manufacturing industries also promise to provide future employment and economic growth throughout the County. With strong population growth and emerging opportunities across all sectors, the future of Mackenzie County is bright.



1.6 COMMUNITIES BUILT ON HISTORY AND HERITAGE

Mackenzie County has been an incorporated, locally managed municipality since 1995, but the County's history extends much further into the past. Each community in the County has a distinct story to tell and brings unique flavour and perspective to the region. Importantly, the County will only be able to realize its greatest potential if a culture of understanding and cooperation can be fostered between all of these communities. As such, the MDP seeks to establish a clear baseline understanding of each community's distinct needs and desires. These

needs and interests should be further articulated and clarified through local area planning where appropriate, but regardless are imperative for both County and broader societal success. Figure 2 illustrates the historical population back to the 1991 federal census year and the absolute and percentage change from the previous census.

FEDERAL CENSUS YEAR	POPULATION	NET CHANGE	PERCENT CHANGE
1991	7,260	N/A	N/A
1996	7,980	720	9.9%
2001	8,829	849	10.6%
2006	10,002	1,173	13.3%
2011	10,927	925	9.2%
2016	11,171	244	2.2%
2021	12,804	1,633	14.6%

Figure 2: Historical Population Source: Statistics Canada Census Data





Fort Vermilion

The Hamlet of Fort Vermilion was founded in 1788 as a post for the North West Company, and has a history intrinsically tied to the Mighty Peace River. While the Beaver, Dene and the Cree have a long history of inhabiting the area, the onset of the fur trade in the late 1700's saw traditional ways of life shift to accommodate the new, burgeoning fur trade industry. As one of Alberta's oldest communities, Fort Vermilion has a wealth of historic buildings and artifacts that make it one of the most unique places in the province.

For most of its history, riverboats were the primary means of access to Fort Vermilion, remaining a vital transportation link until the final commercial riverboat ran in 1952. In 1974 the bridge across the Peace River was opened, creating a permanent and reliable link between Fort Vermilion and the rest of the region across the river. While from this time forward the river played a less integral role in the local economy of Fort Vermilion, it continues to shape and affect the community. Recent flooding events in 2018 and 2020 profoundly influenced the community, and while residents have been forced to overcome significant adversity, the future of Fort Vermilion remains as bright as ever. Recent funding announcements from the Provincial government have ensured the community is able to appropriately respond to the continued threat of floods from the Peace River, and with a new community plan in the works, Fort Vermilion is ready to face a new tomorrow.

La Crete

The Hamlet of La Crete is a Mennonite community that has its origins in the 1930s. Surrounded by some of the County's most productive agricultural lands, La Crete is the economic and commercial heart of the region south-east of the Peace River. As the fastest growing community in the County, La Crete has an important role to play as industrial, commercial, and agricultural opportunities continue to come to the community. Despite this growth, at its heart La Crete remains a friendly, family-oriented community with a strong sense of pride in its heritage.



Zama City

Located almost 150 kilometres northwest from the Town of High Level, the Hamlet of Zama City was founded in the late 1960's as a hub for the developing energy industry. The area is also home to the Hay-Zama Wood Bison Herd, which can be seen in and around the area and hamlet on a regular basis. Zama City is home to Alberta's most northern library, multiple recreation opportunities, and a vast wilderness to explore. Zamanites embrace living in a smaller community where everyone knows their neighbours. Zama's transient worker populations during busy times of the year dwarf the full-time population of roughly 100. Moving forward it will be important to explore economic opportunities outside of the oil, gas, and energy industries including increased tourism as the County continues to grow.

Indigenous Communities

There are four First Nations communities across multiple Reserves that are located in the Mackenzie County area. These Nations are the Beaver First Nation, Tallcree First Nation, Little Red River Cree Nation, and the Dene Tha First Nation.

These Nations include approximately 9,000 people that also use the amenities and services in Mackenzie County and support local development and expansion.



1.7 RECENT EVENTS SHAPING THE COUNTY

Several significant events have occurred that have shifted the way growth and development has happened throughout the County. The economic impacts to the oil, gas, and energy industries in late 2014 and 2015, the Caribou Range Planning affecting new oil, gas, energy, mining and tourism projects, the 2018 and 2020 overland floods, and 2019 Chuckegg Creek and 2023 Long Lake wildfires have all had profound impacts on the entire municipality but have also impacted different parts of Mackenzie County separately.

Oil, Gas, & Energy Economic Impact

The moratorium / lack of regulations on new land sales, leases and permits in species at risk areas since 2012 and the decline of the global oil and gas industry's market prices in late 2014 and through 2015 have led to an economic situation where one of the County's core industries has been forced to significantly streamline and optimize operations in order to remain viable. As a result of these prolonged conditions, projections in the 2009 MDP about Zama City's future growth have not been realized. The changing energy landscape creates a new opportunity for the County to explore economic growth in other natural resource-based economies such as earth metal extraction and in brine-hosted mineral development. New alternative energy sources are increasing the demand for earth metals such as lithium.

At the same time, the existing oil and gas industry remains important to the County's overall economic future. The risk of losing further economic activity due to the moratorium / lack of regulations cannot be overstated, the County will continue to be a strong advocate for lifting the moratorium and ensuring the oil and gas industry remains well-positioned for continued success over the timeline of this plan.

Species at Risk Planning

Woodland caribou in Alberta are designated as Threatened under Alberta's Wildlife Act. Four boreal caribou ranges are either wholly or partially located within Mackenzie County. The Province is in the process of creating a woodland caribou range plan to address the conservation of the species. In response to the species at risk planning the Province has currently implemented an interim restriction on provincial leases, including the sale of mineral rights, tourism, mining and energy leases within all caribou ranges in Alberta. This restriction primarily affects new oil and gas production in the County, but also affects leases both new and old, and across many use types, from energy to recreation. Because of this, the caribou range plan will affect other important economic industries in the County such as the forestry and tourism industries moving forward. The Province established the Bistcho Lake Sub-Regional Task Force to develop recommendations for this sub-regional area. The task force consists of local stakeholders including government officials, industry representatives and interest groups.



2018 and 2020 Ice Jam Floods

The Peace River is a tremendous asset for the County, providing residents with clean drinking water, a stunning recreational amenity, and a storied history of exploration and adventure. However, life on the mighty Peace also comes with risk, and riverside communities throughout the County experienced these risks firsthand when the 2018 and 2020 ice jam floods hit. The impacts of these floods have been profound, with over 50 percent of Fort Vermilion residents evacuated during the 2020 floods, and the historic settlement of Buttertown almost completely inundated. As a result of changing environmental conditions, shifting policy for park management in Wood Buffalo National Park, and a revised framework for provincial and national disaster relief funding, the County must now critically reflect on the future of its riverfront communities. This MDP provides an opportunity to broadly implement high-level policy that empowers responsible development near the Peace River and enables local area planning to provide clear direction for future growth in these locations. While many difficult decisions and conversations must be had on this path to recovery, this plan ensures that a more resilient community will continue to develop into the future.

2019 Chuckegg Creek and Jackpot Creek, and 2023 Long Lake, Beach Road, and Basset Wildfires

The risk of wildfires throughout the County is high, as the entire municipality is surrounded by extensive natural boreal forests. While FireSmart measures have been employed in the past to protect the County's communities, the 2019 Chuckegg Creek and Jackpot Creek wildfires and 2023 Long Lake, Beach Road, and Basset wildfires have exposed just how vulnerable the County truly is to this form of disaster. Many lessons have been learned from the 2019 and 2023 fires, and this MDP incorporates new best practices and emerging approaches to fire risk management into municipal policy in order to keep residents safe from future wildfire risk without being overly burdensome and prescriptive.



1.8 OPPORTUNITY

With the County's northern and natural contexts, deep history, proud heritage, and emerging responses to a range of significant events that have impacted the municipality, there are a broad range of opportunities that can be acted on through the implementation of the MDP. With a rapidly growing population and local economy there exist substantial opportunities for agricultural expansion and recreation into Crown Land and emerging secondary industrial operations to support this growth. Flood recovery funding from senior levels of government also provide opportunities to rethink how Mackenzie County's riverfront communities look and feel today and will continue to grow into tomorrow. Finally, there exist many opportunities to partner and collaborate with local and regional neighbours to build meaningful relationships and find mutual benefit for all.

Agricultural Expansion

Mackenzie County's agriculture industry is some of the northernmost in Canada, and due to its plentiful sunlight throughout the summer months, boasts some of the highest quality crops anywhere in the country. As the successes of existing farms and agricultural innovations in new, emerging high-demand crops place ever increasing demand on the existing opened farmland in the County, there exists a need to explore opportunities to expand the lands available to agriculture themselves.

The County has already undertaken considerable work identifying priority areas to responsibly open up new Crown Land in an environmentally conscious

manner. This work should be leveraged in a coordinated way to ensure the Province is aware of the economic, social, and environmental opportunities that are just waiting to be seized upon by expanding Mackenzie County's agricultural areas.

Agricultural expansion goes beyond increasing arable land within the County. Where recent forest fires have razed substantial amounts of previously forested Crown Land, there now exists opportunities to potentially open up these lands through grazing leases or reserves. Such an approach would serve as a FireSmart measure helping protect the County while also increasing agricultural productivity and utility of burnt Crown Lands, while also helping support Canada's food security.

Beyond traditional agricultural uses, the opportunity to increase value-added agricultural processing and local food production should also be explored. These types of agricultural uses have different land requirements and may be found within agricultural, industrial and commercial areas.

Industrial and Corridor Development

Part and parcel with the continued expansion of the agricultural sector in Mackenzie County is the growth of its industrial sector. With a range of agricultural, forestry, aggregate mining, and oil and gas industries existing throughout the County, the continued success of these sectors begets investment in both up and downstream operations to support them.



Regional Economic Development Initiative (REDI) has been working on promoting the development of the region's existing corridors and promoting new transportation corridors. A large opportunity exists in the development of a multi-modal transportation system within the northwest Alberta economic region. Better transportation connectivity will help get products to market quicker and lead to increased investment and growth in the region. There is potential to connect these new multi-modal links to port facilities in Alaska, Prince Rupert, and Churchill.

Ensuring the work Mackenzie County has already done to coordinate ongoing industrial development is carefully considered and incorporated in the MDP is as important as providing a framework for industrial development that leverages recent investments in critical servicing infrastructure throughout the County.

Population Growth

Mackenzie County has been blessed with a population growth rate that is one of the highest in the country, driving knock-on growth effects in the education, healthcare, development, and other industries. While the growth rate is not evenly distributed throughout the County, areas that benefit from this growth must be provided a development framework that is simultaneously responsive to the intense pressures that can come with rapid population expansion while sensitive to the social and cultural needs of those who call these locales home.

Above and beyond being ready for growth and prepared to accommodate it, there must also be consideration given to ensuring those who are moving to the County or who are growing up here are provided plentiful opportunities to live, learn, and stay long-term. Expanding post-secondary educational options, further diversifying the job market, and more broadly creating the conditions that will make those in Mackenzie County choose to stay long-term are all important for capturing the maximum potential of the County's high growth rate.

Flood Recovery

While massively impactful to those communities that directly experienced the floods in April 2020 and previous years, the recently announced Provincial recovery funding has the opportunity to profoundly shape the County's response in a way that could yield tremendous social, economic, and cultural benefits for generations to come. The MDP must make sure it works in tandem with ongoing planning work in flood-affected areas to enable a long-term solution to flooding that makes a better, stronger, and safer Mackenzie County for all.



2 VISION

The MDP's vision statement and goals are built around the core values of Mackenzie County residents and guide the overall direction of the Plan. The vision outlines the ideal future for Mackenzie County while the goals provide themes for policy objectives that implement the priorities of the community. Developed through public and stakeholder engagement, the vision, goals, and objectives together inform the Plan's policies and framework for growth.

2.1 VISION

This vision provides the inspiration supporting implementation of the MDP and is unified by a community spirit that makes Mackenzie County a desirable place to live and to raise a family. Mackenzie County offers:

- A unique cultural history;
- An inclusive place where people live, work and visit supporting a diverse local economy through all stages of life;

- An innovative and prosperous community located in a beautiful natural environment that is valued and protected for its recreational and economic opportunities; and
- A resilient forward-thinking community that remains nimble and adaptable to a changing environment.

2.2 GOALS AND OBJECTIVES

There are five core goals/focus areas that the 2023 MDP uses to guide its policy and the development trajectory for Mackenzie County over the next 20 years. These goals are Agriculture, Growing Communities, Building Regional Partnerships, Responding to a Changing Environment, and Economic Expansion. These goals provide the framework for the MDP, acting as the main chapters of the document.

Agriculture

The Agriculture goal is predicated on four key pillars that will ensure the County's farming community is provided the tools not only to continue over the next 20 years, but to expand and thrive. These pillars are:

- Intentional Expansion
- Utilizing Irrigation & Proper Water Management
- Supporting Diversification
- Protecting the Right to Farm

Growing Communities

As Mackenzie County continues to grow it is critically important that the MDP respond accordingly, in a manner that supports all residents throughout Mackenzie, and all communities both small and large. This goal focuses on four key pillars:

- Enabling Housing Options
- Responsible Expansion
- New Approach to Country Residential
- Allocating Growth in Appropriate Location

Building Regional Partnerships

Look at a municipality's ability to build partnerships and collaboration and you will find its ability to succeed. This is more true in the remote and northern context of Mackenzie County, and as such building new partnerships and expanding those that already exist is critically important for the County's long-term economic success. Three key pillars work to achieve this goal:

- Building Relationships within the County
- Building Relationships with Intermunicipal Partners for a strong region, including in the Northwest Territories
- Building Relationship with Indigenous communities
- Building Relationships with Non-Profits
- Building Relationships with Government of Alberta ministries

Responding to a Changing Environment

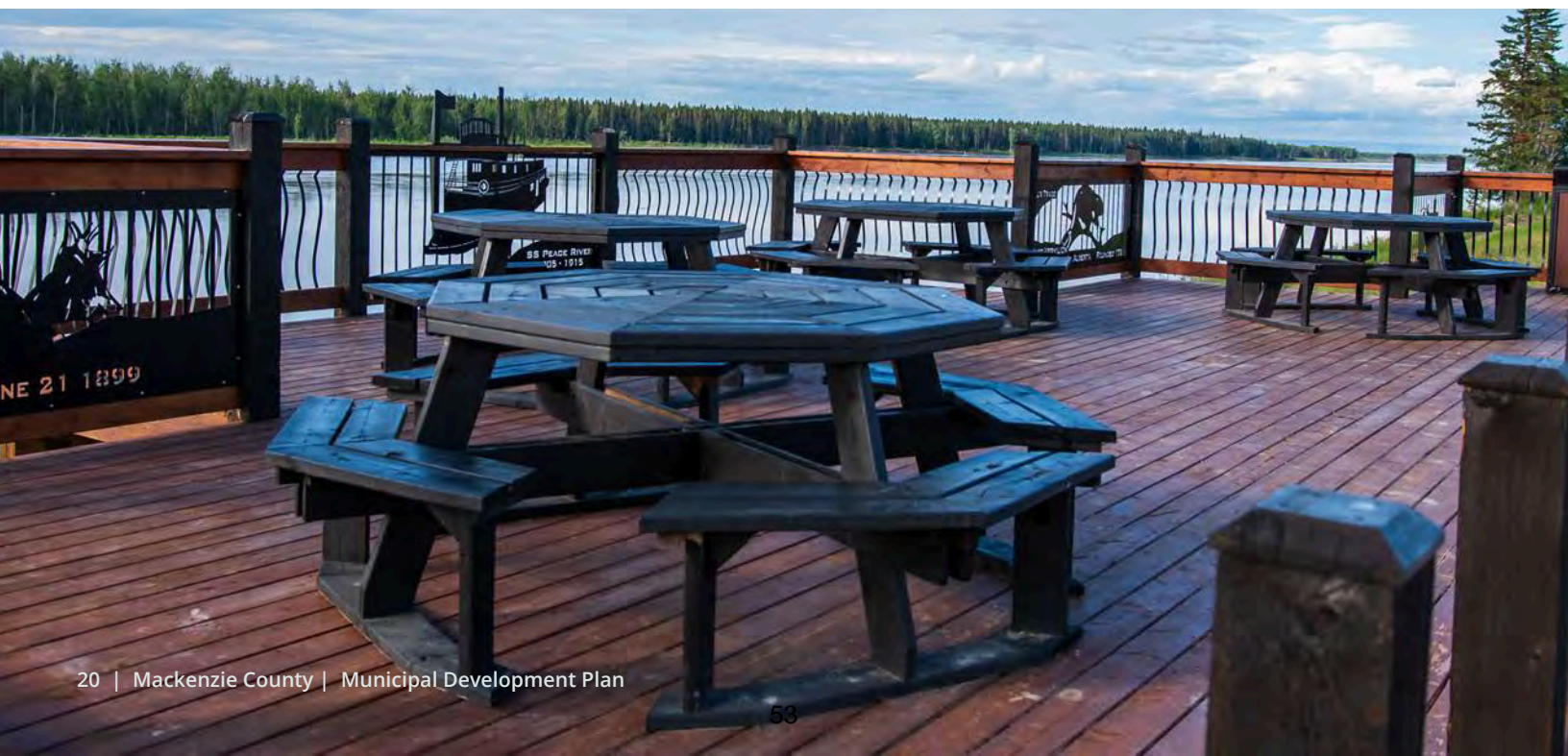
Natural disasters and a shifting climate present significant challenges but also intriguing new opportunities for economic growth, revitalization, and expansion. Ensuring the County continues to grow responsibly in light of these challenges is of critical importance over the next 20 years, and the responses to these challenges are highlighted in these three key pillars:

- Fire Safety
- Flood Safety
- Seizing Environmental Economic Opportunities

Economic Expansion

As the County's economy continues to grow, the MDP must chart a clear path forward that provides the necessary framework to enable long-term success. The key pillars that will support sustained economic expansion are:

- Clear Framework for Industrial Growth
- Prioritizing Access to Markets and Transportation Corridor Expansion
- Access to Resources
- Creating a Self-Sustaining Economic Environment
- Facilitating Industrial Use on Crown Land
- Supporting Oil and Gas & Emerging Sectors
- Pursuing Critical Infrastructure Opportunities



PART II POLICIES

3 EXPANDING THE ECONOMY AND INDUSTRY

A photograph of an oil pumpjack in a snowy landscape under a green aurora borealis. The pumpjack is in the foreground, and the aurora is in the background, creating a dramatic scene.

Mackenzie County residents are industrious and hard-working. Over the past several generations the County's communities have enjoyed the benefits of their labour, experiencing sustained economic growth alongside its expanding population. However, as the global economy continues to shift and the lasting impacts of the 2019 global pandemic continue to be felt, there is a necessity to reflect on the economic successes of the past and plan appropriately for lasting opportunity into the future.

As Mackenzie County continues to grow, it will be imperative that the County provides room for existing successful businesses to grow while at the same time supporting continued diversification.

Steps have been taken to develop new industries adjacent to the County's core agriculture, forestry, and gas sectors, while the opportunities associated with approaching tourism from a regional level are only beginning to be explored.

Seizing on these opportunities and emerging trends will help Mackenzie County continue to provide opportunity for all who are willing to work for it well into the future.

3.1 ECONOMIC DIVERSIFICATION

The world is changing faster than ever before, and nowhere is this truer than in our economy. Global perspectives on Mackenzie County's core industries have altered considerably over the past decade, but for the next 20 years it is certain that these sectors will continue to be the major economic drivers of the region. There is substantial opportunity to further diversify the local economy both within these industries and outside of them.

Policies in this MDP speak to many of these opportunities, including agricultural expansion, building the tourism industry, pursuing opportunities to gain access to resources, and providing land for expanding and new businesses. Coordinating these endeavours is an important task for the County so the greatest economic impact is felt from municipal decisions.

Objectives

- Identify emerging economic sectors and provide a foundation that attracts them to Mackenzie County and support their development.
- Leverage and support existing hubs of economic development and diversification in the County.
- Support increased access to resources.
- Remove land moratoriums and restrictive land policies in conjunction with the Provincial government.
- Leverage partnerships with organizations such as the Regional Economic Development Initiative (REDI), Invest Alberta, and Mackenzie Applied Research Association (MARA).

Policies

- a) The County should update the County Economic Development Strategy to align with the Province's diversification goals as well as their own and formulate a clear framework for stimulating and providing economic initiatives.
- b) The County should conduct an "Ease of Doing Business" check as part of developing the new Economic Development Strategy that identifies

barriers and challenges faced by Mackenzie County businesses. The findings of this check should become County priority action items.

- c) As part of the Economic Development Strategy update, the County should prioritize existing hubs of economic activity and diversification, such as the Mackenzie Applied Research Association.
- d) New and emerging technologies and industries not contemplated by County plans and policies should be interpreted in the most favourable lens possible within the existing planning framework.
- e) The County should regularly reassess its economic priorities following senior level of government changes to ensure the County best positions its economic prerogatives to benefit from economic development funding streams.
- f) The County will work closely with regional partners on infrastructure projects that increase the economic competitiveness of the region.
- g) New and emerging forms of agriculture, particularly those that take advantage of the County's high crop quality and long summer days, should be embraced by the County.
- h) The County should support agencies operating seed-funding programs offering microloans or grants to residents with new business ideas, supporting entrepreneurs in the County.
- i) Support the acquisition and development of Crown Land where it may be utilized for economic activities, including tourism and recreation.
- j) Ensure land supply can accommodate new and emerging commercial and industrial industries.
- k) Identify and support the development of tourism and recreation opportunities.
- l) Identify and support the development of rail-ready business, especially where new rail-adjacent lands are available.

3.2 EMPLOYMENT GROWTH

With a range of agricultural, forestry, aggregate mining, tourism and oil and gas industries throughout the County, the continued success of these sectors begets investment in both up and downstream operations to support them. Ensuring the work Mackenzie County has already done to coordinate ongoing industrial development is carefully considered and incorporated in the MDP is as important as providing a framework for industrial development that leverages recent investments in critical servicing infrastructure throughout the County.

Already Mackenzie County has developed an industrial growth strategy for La Crete, and sustained advocacy efforts by the County to senior levels of government have resulted in business-supporting investments in natural gas infrastructure that will benefit the County and County residents for decades to come. By committing to creating a municipal environment that recognizes the need to maintain the County's enviable quality of life while supporting industry, Mackenzie County will continue to achieve sustained business growth.

Objectives

- Build on the successes of the La Crete Industrial Growth Strategy and expand it into a County-wide framework for industrial growth.
- Ensure appropriate lands are provided to meet the growing needs of an ever-changing and growing local economy.
- Foster a municipal government that supports intentional employment growth.

Policies

- a) The County should endeavour to prepare a comprehensive Industrial Growth Strategy encompassing the entire County in partnership with REDI Northwest Alberta.
- b) Following completion of the Industrial Growth Strategy the County should revisit and revise the MDP and local area plans to ensure that appropriate lands are provided to meet the County's projected need for different types of businesses.
- c) Where municipal infrastructure may not be able to service potential future employment growth in an area of the County, a business case from the developer should be used to advocate to senior levels of government for support in funding projects that create sizable employment growth.
- d) Mackenzie County should investigate opportunities to develop a streamlined or expedited approvals process for development applications that are well-aligned with the findings of the Industrial Growth Strategy and other relevant municipal policy.
- e) The County should develop a policy that prioritizes spending municipal funds within Mackenzie County to the greatest extent possible so that money spent in the County stays in the County, thereby supporting the local economy to the greatest extent possible.
- f) The County should investigate opportunities to provide economic development training to members of Council and employees of the County so that decision-making is well-informed from an economic growth and opportunities perspective.
- g) Increased utilization and growth of businesses in the County's existing industrial areas are encouraged.
- h) New and year-round tourism opportunities are encouraged to support the expansion of employment growth.

3.3 TOURISM

Mackenzie County enjoys some of the best, most accessible access to Crown Land and nature in all of Alberta. With pristine boreal forest and waterbodies found throughout, there are few better places to recreate in. At the same time, a deep-rooted Indigenous presence and some of the earliest western settlement in the province has provided Mackenzie County with substantial cultural heritage. This combination of nature, unique cultures, and long and storied histories sets the stage for tourism potential that to date has not been fully leveraged. Tourism holds substantial economic potential for the County, and to date has not yet been fully realized. Supporting this growth will help expand the County's economy.

As Mackenzie County continues to grow there is the potential to lay the groundwork for a successful tourism industry that builds on the assets it is already blessed with. Identifying and recognizing the potential of these assets is imperative, as is ensuring the County is working collaboratively with regional partners such as the Mackenzie Frontier Tourism Association (MFTA) to support this form of economic growth in a coordinated way across northwestern Alberta. With a clear sense of where this industry could go, the County can then appropriately allocate funds and apply for funding that will help spur on tourism in Mackenzie to new heights.

Objectives

- Foster Mackenzie County's burgeoning tourism industry and support its growth into a new pillar of the County's economic portfolio.
- Identify along with the MFTA, key tourism and visitor experience focus areas for investment, protection, and promotion throughout the County.
- Ensure the growing tourism sector is appropriately considered and supported in the County's broader strategy for economic development in collaboration with the Regional Economic Development Initiative.

Policies

- a) Mackenzie County should prepare an overarching regional tourism plan in collaboration with MFTA, identifying core areas of focus the County should support to foster a growing tourism industry.



- b) The Regional Tourism Plan should highlight the need for supporting site readiness, shovel-ready projects, increasing lake access, and expanding campground capacity and options.
- c) The County should identify the development of undeveloped areas and natural features and recreational amenities as priority projects for tourism grant applications to senior levels of government.
- d) The County will work closely with local, regional and private partners from across northwestern Alberta when developing the regional tourism plan to ensure it is aligned with and supports existing initiatives in the area.
- e) Where hubs of tourism potential are identified, the County should develop policies to protect the economic potential of these sites, including targeted investment in upgrades to support tourism activities and promotion of these areas through social media channels.
- f) Local area plans for Mackenzie County's communities should be revised where appropriate to ensure that new and existing tourism businesses do not face unnecessary regulatory barriers to the success of their business.
- g) Vacation rentals should be provided through a variety of accommodations such as hotels/motels, campgrounds, bed and breakfasts, Airbnb.
- h) The identification and marketing of trails and recreational access routes is encouraged to inform residents and tourists of County recreation opportunities.



4 SUPPORTING AGRICULTURE



Agricultural and farm practices are a significant economic and cultural driver in the County. Accounting for over 50 percent of Mackenzie County's non-Crown Land, farming is tightly intertwined with the region's identity, history, sense of community, and ebbs and flows of everyday life. As the seasons change, so does the pulse of Mackenzie County, from seeding to harvest.

Providing strong support for the County's agricultural industry today and ensuring its success in the future isn't just a matter of dollars and cents – it's a means for protecting and preserving a way of life and passing on the opportunities this land has provided us to another generation. Achieving these goals requires the County to maintain a clear approach to supporting agriculture over the next 20 years, and this approach is rooted on intentional expansion of agricultural lands, strong supports for agricultural growth and diversification, and protecting agricultural land from development.

4.1 AGRICULTURAL EXPANSION

Intentional and evidence-based expansion of agriculture into newly opened up Crown Land is critical to the long-term sustainability of the region's agriculture. As the successes of existing farms as well as agricultural innovations in new, emerging high-demand crops place ever increasing demand on the existing opened farmland in the County, there exists a need to explore opportunities to expand the lands available to agriculture themselves.

Expansion improves economies of scale and reduces costs to all farmers in the County, while it simultaneously enables a new generation of farmers to be able to build their own life off the land. As the primary driver of the County's GDP, agricultural expansion is critically important for residents. Mackenzie County has already put considerable thought into how and where the most appropriate expansion of agricultural lands should take place. This work should be leveraged in a coordinated way to ensure the Province is aware of the economic, social, and environmental opportunities by expanding Mackenzie County's agricultural areas.

Objectives

- Expand agricultural lands in a logical way.
- Utilize resources wisely in the conversion of Crown land to Agricultural land.
- Consider broader objectives in the expansion of land, including economic goals, land fragmentation, use of agricultural lands as fire guards, and conversion of highest quality lands.

Policies

a) The County should develop a comprehensive Agricultural Lands Expansion Strategy that builds on the existing work conducted to prioritize lands for conversion of Green Area to White Area for the purposes of agriculture.

- b) The County should clearly develop as part of an Agricultural Lands Expansion Strategy the framework for preserving lands identified as ecologically important and that should not be converted to agricultural uses.
- c) The Agricultural Lands Expansion Strategy should contemplate not just where the best lands for agricultural uses are located, but also where new agricultural activity can best support overall County growth, industry, and economic development.
- d) The Agricultural Lands Strategy should also encourage participation by the County and agricultural organizations such as Mackenzie Agriculture in Provincial agricultural matters, including through the Provincial Agriculture Task Force and other initiatives as they arise.
- e) The County will take a balanced approach to protecting the natural forests and wilderness landscapes that County residents value while strategically expanding the economic potential of the County's core industry.
- f) The County will actively advocate to the Provincial government to prioritize the conversion of the lands identified in the Agricultural Lands Expansion Strategy.
- g) The County will advocate for the expansion of grazing lands and grazing reserves from the Province.
- h) Support the growth of value added agricultural processing and urban agriculture through the Land Use Bylaw.
- i) In collaboration with industry and non-profit partners, explore ways to attract new agricultural related businesses to strengthen local food production and diversify the agricultural industry.

4.2 PROTECTING AGRICULTURAL LAND

As Mackenzie County continues to grow, incremental urbanization will occur adjacent to existing agricultural lands. Creating an environment that is staunchly supportive of the right to farm and to engage in normal farming practices is critically important to the success of all agricultural operations in Mackenzie County. At the same time, it is also important that development does not actively contribute to furthering conflict points or creating unnecessary tension. Thoughtful planning around how and where development should occur, particularly when close by to existing agricultural lands, is required.

Objectives

- Reduce friction between more intensive agricultural uses and residential development.
- Protect against the fragmentation of agricultural land.
- Preserve agricultural land for agricultural uses.

Policies

- a) While Mackenzie County is an overwhelmingly rural County and has largely avoided conflicts between residential areas and agricultural areas, the County maintains a position of support for the right to farm and protection of farmers when conducting normal farming practices.
 - b) To avoid the encroachment of residential areas into agricultural land, multi-lot country residential subdivisions greater than three lots should be located within designated growth areas or areas with existing clustered residential development.
- c) Intensive agricultural uses such as Natural Resources Conservation Board regulated confined feeding operations and rendering and processing operations must not locate within 3.2km (2 miles) of the surrounding Hamlet areas.
 - d) Land uses incompatible with the operation of a confined feeding operation shall not be supported when proposed within the minimum distance of separation of the confined feeding operation.
 - e) Better Agricultural Land shall be preserved for agriculture operations.
 - i) Mackenzie County shall encourage the maintenance of the 64.8 ha (160 acre) quarter-section or river lot as the basic farm unit.
 - ii) Mackenzie County shall encourage the retention and/or development of windbreaks between agricultural parcels and shelterbelts around farmsteads.
 - f) Where lands are taken out of agricultural use, the County should petition the Province to allow the replacement of these lands with new agricultural lands released by the Province.



4.3 AGRICULTURAL DIVERSIFICATION

While one of the oldest industries in the world, agriculture has modernized at a rapid pace over the past several decades. As the rate of change and impacts of technological innovation continue to increase, Mackenzie County is well-positioned to benefit from the opportunities for agricultural diversification that can arise from this changing landscape.

The County already has a distinct edge in trialling new best practices and emerging ideas at the Mackenzie Applied Research Association (MARA) site. The County should continue to actively advocate for recognition of and investment in agricultural applied research.

At the same time, farms themselves are becoming more diversified and vertically integrated than ever before. Agricultural operators seeking to incorporate on-farm diversified uses onto their property should be encouraged, with the County developing a clear roadmap for how and where these businesses can locate when they get to be too big for the farm.

Objectives

- Build upon existing initiatives to support innovation and research in the agricultural sector.
- Support diversified agricultural practices.

Policies

- a) Mackenzie County will prepare an Agricultural Diversification Strategy that is co-created with industry partners, local stakeholders, adjacent municipalities, and MARA.
- b) This Agricultural Diversification Strategy should prioritize provincial and federal funding opportunities, including research grants, for development and investment in northern agricultural research.

- c) The Agricultural Diversification Strategy should explore new economic opportunities related to local production, packaging, and marketing to get products direct to market and derive greater value from the local agricultural economy.
- d) The County should investigate opportunities to brand itself as a “Centre for Excellence in Northern Climate Agriculture,” and seek to partner with post-secondary academic institutions that are thought leaders in the agricultural industry.
- e) Encourage value-added agricultural industries and services to develop in proximity to complementary agricultural producers.
- f) Identify existing initiatives and emerging opportunities that would benefit from additional research, funding, and direction.
- g) The County will develop policy that permits subdivision for diversified, higher intensity, and/or higher yield agricultural operation that requires less land than an agricultural unit of land (quarter section).
- h) The development of agriculture beyond growing field crops is encouraged, such as confined feeding operations, peat farming, and fruit/vegetable greenhouses.

5 GROWING OUR COMMUNITIES



Continued economic prosperity in Mackenzie County requires growing our communities in a strategic and efficient manner. This includes a shared vision between stakeholders outlining the types of new communities desired, how existing communities can continue to grow, as well as support for the continued investment of infrastructure and amenities to create a high quality of life. Attractive communities attract new residents and new jobs to the area. The following general policies ensure the County achieves this shared vision.

Policies

- a) Future development in Mackenzie County shall conform to the land use areas illustrated on Map 1, County Land Use.
- b) Mackenzie County encourages early dialogue with the public, development industry, and other affected stakeholders regarding municipal process and policy to ensure mutual understanding and to support shared goals and objectives.
- c) The Land Use Bylaw shall establish standards for development in Mackenzie County and implement the policies of this Plan.

5.1 STRATEGIC GROWTH

Mackenzie County has been experiencing growth in two main growth areas – La Crete and Rural residential areas. Along with community growth comes investment in amenities and services that attracts businesses to the area. The growth of Mackenzie County requires a partnership between the County, existing residents, and developers to share in and mitigate the risks of continued growth. Priority growth areas have been identified on Maps 5 and 6. The growth areas represent areas identified through previous studies and areas that reflect a contiguous and logically serviceable growth pattern that preserve agricultural land and natural features.

Objectives

- Accommodate growth and development that is orderly, meets County guidelines and standards, and enhances Mackenzie County.
- Maintain the rural character of the County, promoting growth that reflects the values of County residents.
- Involve the community in the planning process.
- Ensure an adequate and suitable land base exists to accommodate hamlet growth.



Policies

- a) The County shall monitor growth and maintain a corresponding infrastructure plan to service future growth opportunities.
- b) The County shall prioritize investment in infrastructure to support growth in the following order:
 - i) Development shall be focused within the hamlet boundaries;
 - ii) Development shall be focused within identified and planned growth corridors and nodes on Maps 1, 5 and 6; and
 - iii) Development that is creating a new development node or is within the rural area.
- c) New development in the County should be contiguous to existing developed areas.
- d) Mackenzie County shall plan for development that contributes to its fiscal, social, and environmental well-being. The County shall monitor its growth of commercial, industrial, and residential land and adjust necessary bylaws and plans.
- e) Mackenzie County shall facilitate economic development through planning and implementation strategies developed in Intermunicipal Development Plans, joint agreements, and Area Structure Plans.
- f) Mackenzie County shall discourage the removal of Better Agricultural Land from production and protect from premature fragmentation through the orderly progression of development.

- g) The County shall prioritize infill development within existing serviced areas followed by areas where infrastructure can be economically extended. Development within hamlets shall be orderly, efficient, and contiguous.
- h) Mackenzie County may require the adoption of an Area Structure Plan, to be prepared in accordance with Section 633 of the Municipal Government Act, or the approval of a Neighbourhood Structure Plan, or an Outline Plan prior to subdivision or development. These Plans shall address the following issues to the satisfaction of the County:
 - i) conformity with this Plan, other statutory plans, and the Land Use Bylaw;
 - ii) impacts on adjacent uses and mitigation methods, such as the provision of any suitable buffers or setbacks;
 - iii) proposed land uses and population projections;
 - iv) proposed methods of water supply, stormwater management and sewage disposal;
 - v) access and internal circulation;
 - vi) allocation of municipal and environmental reserve;
 - vii) suitability of the development site in terms of soil stability, groundwater level, and drainage;
 - viii) a method by which developers pay for off-site costs; and any other matters identified by the municipality.
- i) The County will work with the Province to promote access to Crown land through lease or purchase.
- j) The County shall be engaged in the provincial Land Use Framework and encourage development of the Lower Peace Regional Plan.
- k) The County will prioritize the development of sub-regional plans that specifically address the sustainable use of Crown lands.
- l) Within rural growth nodes, multi-lot subdivisions may be permitted.



5.2 LAND USE POLICIES

The County's general land use concept (Map 1, County Land Use) illustrates the general land use intent for Mackenzie County. The general land use concept reflects the constraints and opportunities, existing development patterns, the Green and White areas and future expansion areas. The general land use patterns within the three hamlets are illustrated in Maps 2 through 4 in more detail.

5.2.1 CROWN LAND

A majority of Mackenzie County is owned by the Provincial Crown and is commonly referred to as public lands. These lands, shown in Map 1, are managed by the Province and the use of the land is also set forth by the Province. This area of Mackenzie County is commonly referred to as the Green lands. The remaining land in the County is commonly referred to as the White lands and is land primarily owned by private individuals and corporations. Mackenzie County will continue to work with the Province to advocate for the appropriate use of Crown Lands within the County.

Objectives

- Encourage expanded use of Crown Lands.
- Encourage the expansion of permitted uses on Crown Lands, including industrial use expansion.
- Facilitate public access to Crown Land areas where deemed suitable, desirable, and economically feasible for provincial funding and support.

Policies

- a) Mackenzie County will support the use of Crown Lands for renewable and non-renewable resource development, grazing, tourism, conservation, and recreational use.
- b) Mackenzie County will pursue discussions with relevant government agencies to ensure that they are fully aware of any future proposed use of Crown Lands.

- c) Mackenzie County shall consult on the preparation of an integrated resource management plan between the municipality and the Province.
- d) Land owners shall work with the Province to determine any Crown interests in water bodies prior to any development activity.

5.2.2 AGRICULTURE

Agriculture is one of the main industries in Mackenzie County and is the primary use of land within the White Area outside of the hamlet and surrounding town boundaries. The agricultural areas face continued challenges from the location of other uses in close proximity. It is important to protect the agricultural area from premature fragmentation and non-compatible uses. As the County moves forward over the next 20 years, opportunities to grow the agricultural sector and diversify within the industry will become important to creating additional jobs for the growing population.

Objectives

- Preserve Better Agricultural Land for agricultural land uses.
- Encourage the diversification and sustainable intensification of agricultural practices.
- Minimize the impact of non-agricultural uses on existing agricultural operations.

Policies

- a) The primary use of lands in the White Area, illustrated on Map 1, shall be for agricultural purposes.
- b) In addition to agricultural uses, lands in the White Area may also be developed for highway commercial uses, home-based businesses, public uses and utilities, recreational uses, resource extraction industries, and rural industrial land provided that:
 - i) the proposal is in conformance with statutory plans and the Land Use Bylaw;

- ii) they cannot logically be used for agricultural purposes;
 - iii) they do not disrupt existing agricultural operations (i.e., creation of weed problems);
 - iv) they are suitable in terms of soil stability, groundwater level, and drainage; and
 - v) they are accessible, serviced, or in serviceable locations.
- c)** Mackenzie County supports and encourages sustainable agricultural practices which reduce impacts on the natural environment. These practices include nutrient management, sustainable grazing and riparian management, integrated crop management, responsible pest management and greenhouse gas awareness.
- d)** Confined feeding operations (CFO) should be located in areas where there will be minimal conflict with existing land uses and will not conflict with future urban expansion areas and future country residential areas.
- e)** Confined feeding operations shall meet the minimum distance separation setback as set out in the *Standards and Administration Regulation, (Alta Reg 267/2001)* and shall not be located within
- i) 3.2 kilometres (km) from an adjacent municipality, hamlet, Indian Reserve, or a multi-lot country residential subdivision; and
 - ii) 1.6 km from any federal, provincial, or municipal park, water body, swamp, gully, ravine, coulee, or natural drainage course, and may not be located in an area subject to flooding.
- f)** In consultation with the NRCB, Mackenzie County shall maintain an inventory of all CFOs in the County.
- g)** CFOs should be located on land that is of poor quality for the growing of crops.
- h)** The subdivision of land for specialized or intensive agricultural operations, such as greenhouses and other horticultural businesses, may be considered if the following criteria are met:
- i) a detailed description of the operation, such as a business plan and any other information deemed necessary by the County; and
 - ii) the proposed lot is greater than 4.05 hectares (10 acres) in size.
- i)** The subdivision of land to accommodate a farmstead separation may be permitted if:
- i) the parcel contains an existing, habitable residence; and
 - ii) the proposed parcel size can accommodate a sewer system which complies with Provincial regulations.
- j)** The subdivision of an unsubdivided quarter section is discouraged under the Agriculture land use designation. The County may consider an application to subdivide a quarter section once into a maximum of three parcels of land if the new proposed parcels will be:
- i) located on poor agricultural soils and not subject to flooding or located within a Rural Growth Node as shown on Map 1. No structure should be located below the grade of the road surface;
 - ii) severed from the balance or otherwise not viable to farm;
 - iii) able to accommodate on-site amenities and services and is not below the elevation of the road;
 - iv) not interfere with existing agricultural operations both on the balance and on adjacent lands; and

- v) able to provide legal and physical access and clustered together.
- k) A farmstead separation or a vacant first parcel out of an unsubdivided quarter section may be refused if it interferes or conflicts with:
 - i) agricultural operations in the area;
 - ii) existing or future roads or utilities; or
 - iii) the logical and economic expansion of a nearby urban area.
- l) One dwelling unit is permitted per parcel in the Agriculture zone. When a parcel is located on marginal soils, additional dwellings may be permitted at the discretion of the Approving Authority in accordance with the provisions of the Land Use Bylaw.
- m) In the Agricultural area, land owners may receive Municipal Reserve credit for the dedication of road widening at time of development.

5.2.3 COUNTRY RESIDENTIAL

Mackenzie County continues to face country residential development pressure in the areas surrounding La Crete and Fort Vermilion. The policies in this section look to guide rural residential development in a manner that promotes natural features and protects Better Agricultural Land from fragmentation.

Objectives

- Recognize agriculture, its related activities, and industries as the predominant land use in the rural area.
- Recognize country residential development as a legitimate land use in the rural area, while minimizing potential conflicts with non-residential uses.
- Provide for the establishment of attractive, well-planned, and properly serviced country residential development.

- Maintain the rural character of the County and to allow for growth of the established urban areas.

Policies

- a) To reduce conflicts with hamlet growth and industrial and agricultural operations, and to minimize the cost of maintaining roads and other municipal services, country residential communities shall be located in a well-defined area, as shown on the maps within the hamlet and industrial Area Structure Plans, leaving the rest of the County primarily agricultural or crown land. These country residential areas are located in accordance with the following principles:
 - i) have poor soils (CLI Class 5), except where the use of better soils may be justified because the land is adjacent to urban areas, recreational lakes, or river valleys;
 - ii) do not limit the logical expansion of the hamlets of Fort Vermilion, La Crete or Zama City;
 - iii) located near existing or proposed recreation areas;
 - iv) have potable water supply and are adequately serviced or where municipal servicing can be provided in an efficient and economical manner;
 - v) will maintain the minimum separation distance from sour gas facilities, gas and oil wells, wastewater treatment plants, landfills, existing CFOs and existing sand and gravel extraction sites as defined by Municipal Government Act, AOPA, or any other relevant legislation; and
 - vi) do not create potential land use conflicts by locating adjacent to areas which have existing or are proposed for heavy industrial uses.

- b) Notwithstanding Zama City, Mackenzie County shall require that bareland condominium residential developments meet the same requirements and standards as conventional country residential subdivisions.
- c) Wherever possible, a landscaped or treed buffer should be provided along the boundaries of country residential lots that are located adjacent to non-residential uses.
- d) If a quarter section being subdivided contains significant areas of Better Agricultural Land, those areas must normally be left as a single large parcel, with the residential lots concentrated on the poorer soil.
- e) Mackenzie County supports home-based businesses in residential areas provided that the residential character of the home and the area is maintained.
- f) Mackenzie County shall discourage the expansion of rural country residential settlements that are not identified in an area structure plan.
- g) Any future subdivisions located adjacent to a highway shall take place in a manner that protects the integrity of the highway corridor and may require a service road, subject to the requirements of Alberta Transportation.
- h) The number and type of livestock allowed in country residential neighbourhoods shall be controlled through the Land Use Bylaw.
- i) Rural residential development should tie into municipal servicing where possible.
- j) Redesignation of an agriculture parcel greater than 4 hectares (9.9 acres) in size to a residential use should be discouraged if not located on poor agricultural land.

- k) The Land Use Bylaw will consider larger sized multi-lot development as suitable locations for hobby farms in specific areas of the municipality as a way to reduce agricultural land fragmentation.

5.2.4 HAMLET RESIDENTIAL

Hamlets should be the priority location for new residential development over the next 20 years. This development pattern would ensure protection of agricultural land and be a more efficient development pattern to service with municipal infrastructure. Hamlets should become the location where a range of housing choice is provided to a diverse demographic through well connected residential neighbourhoods. The ability for people to age in place will become important to maintaining a high quality of life for residents. Residential development that is constructed with durable, resilient materials provides for more cost-efficient homes over the life of the building.

Objectives

- To provide for orderly and staged residential growth.
- To allow a full range of housing types to meet the demands of various income groups and lifestyles.
- To promote high standards of design, safety, convenience, and amenity in all residential areas.

Policies

- a) Mackenzie County shall develop residential neighbourhoods in general accordance with the area structure plans for the hamlets of La Crete, Fort Vermilion and Zama City.
- b) All new residential development must be connected to municipal services.
- c) The County will encourage the provision of a mix of residential unit types and sizes within developments and on the same street.

- d) Secondary suites may be supported on large lots in existing residential areas if parking is accommodated on site. Garden suites may be considered where appropriate.
- e) The County will ensure that complete community design principles are incorporated in area structure plans, outline plans, and plans of subdivision including:
 - i) The designation of local commercial nodes and services where appropriate;
 - ii) The provision of complete streets that encourage different modes of travel;
 - iii) A well-connected network of local streets; and
 - iv) High quality parks, open spaces, and the preservation of natural features.
- f) Developers should use current best practices and industry standards when preparing Area Structure Plans or Outline Plans to ensure that development improves the economy, the community, and the environment. Mackenzie County should encourage that the design of neighbourhoods include:
 - i) distinguishable boundaries, recognizable entrances, and one or more neighbourhood focal points to give neighbourhoods distinct identities;
 - ii) varying housing styles and front yard setbacks to generate visual diversity;
 - iii) the provision of deeper lots on collector roads and corner lots to allow greater housing setback to reduce visual and noise intrusion;
 - iv) provide a variety of park types and sizes to meet the neighbourhoods needs;
 - v) orienting as many lots as possible adjacent to and within reasonable walking distance of schools, open spaces, and other amenities to permit simple access from residences to neighbourhood amenities;
 - vi) providing an internal trail system linking residential uses with adjacent development and connecting to Mackenzie County's trail system;
 - vii) designing gradual curves in road alignments to reduce vehicular speeds, coincide with natural contours, and add to neighbourhood attractiveness; and
 - viii) preservation and integration of open space and natural features.
- g) Infill housing is supported on underutilized sites provided:
 - i) the development is attuned to the height, mass, scale, and appearance of existing adjacent housing;
 - ii) the development is compatible with adjacent uses;
 - iii) infrastructure capacity is not compromised; and
 - iv) the County provides opportunity for public input.
- h) The provision of all public neighbourhood amenities and infrastructure in manufactured home parks is to be the same standard as in conventional residential areas.
- i) The County will work in collaboration with housing authorities and stakeholders to identify appropriate sites for affordable housing, and medium and high density housing. When determining whether a site proposed for medium or high density residential uses is suitable for such use, the County should use the following criteria as a guide:

- i) adjacent to collector roads, or in convenient proximity to community amenities, schools, recreation opportunities, and commercial areas where the greater amenity and infrastructure capacity can afford to sustain higher densities;
 - ii) dispersed throughout a neighbourhood; and,
 - iii) attuned to the height, mass, scale, and appearance of existing adjacent housing and other lands uses.
- j) Provision shall be made in the Land Use Bylaw to ensure that medium and high density residential uses provide adequate amenity areas that serve the specific density, location, and type of multiple family development.
- k) Home based businesses shall be supported provided they:
- i) meet the intent of the Land Use Bylaw; and;
 - ii) have no significant off-site effects, or those effects are reduced or managed to the satisfaction of the development authority.

5.2.5 COMMERCIAL

Commercial development within the County has primarily been located within the hamlet boundaries. Commercial areas are important to provide jobs and services to residents and visitors to the County. Over the next 20 years commercial development will continue to be primarily located within the hamlets and in the designated highway corridor areas. The following policies direct where and how commercial areas will be developed.

Objectives

- Provide suitable and appropriately located areas for urban and rural commercial activities.
- Emphasize each hamlet as principal retail and service centres in Mackenzie County.

- Minimize conflict between rural and urban commercial operations.
- Broaden the County's economic base by taking advantage of retail opportunities.
- Ensure that Mackenzie County's commercial areas are attractive to tourist, regional, and local customers.

Policies

- a) The location of commercial uses shall be limited to existing commercial areas, the junction of Highway 58 and Highway 88, and the locations shown in the area structure plans for the hamlets of La Crete, Fort Vermilion and Zama City or in the commercial land use areas shown outside the hamlets on Map 1.
- b) Mackenzie County should promote the development of a compact, viable central business district within each hamlet, as illustrated in each of the Area Structure Plans for the hamlets of La Crete, Fort Vermilion and Zama City.
 - i) Mackenzie County should consider the implementation of a hamlet design concept to give a theme to each central business district and may undertake the necessary steps to implement such a theme.
- c) Except for agricultural industries, highway commercial uses, home-based businesses, public uses and utilities, recreational uses, resource extraction industries, and rural industrial land uses, commercial uses shall not be permitted to locate on Better Agricultural Land, unless no suitable alternative location is available.
- d) All commercial developments proposed in the agricultural area shall be evaluated according to the following:
 - i) conformity with relevant statutory plans and the Land Use Bylaw;
 - ii) quality of agricultural land;

- iii) the location and impacts of the proposed development in relationship to other commercial uses in the hamlets;
 - iv) the servicing requirements of the proposal;
 - v) suitability of the site in terms of soil stability, groundwater level, and drainage; and
 - vi) provisions for access and impacts on the transportation network.
- e) Any proposed commercial development adjacent to Provincial highways shall be referred to Alberta Transportation for review and comment prior to a decision being issued by the County.
 - f) At the time of development, the developer shall pay special attention to the scale, design, and colour of commercial uses to maximize the compatibility of development with adjacent uses, and may require the provision of buffers, such as landscaping, fences, and berms.
 - g) Commercial uses catering to large vehicles shall be located outside of the main street or commercial core areas.
 - h) Corridor development should be prioritized in close proximity to hamlets in order to protect existing agricultural uses and development in close proximity to corridors.
 - i) Local commercial uses should be provided in proximity to residential neighbourhoods to support the day-to-day needs of residents.
 - j) Highway commercial uses should be located in areas that do not compete from the commercial uses provided within the hamlets.
 - k) Commercial uses within hamlets shall be concentrated to the main streets and commercial core of the hamlets.
- l) Commercial development located along a main street or within the commercial core shall be of high quality urban design that:
 - i) Contributes to a sense of place;
 - ii) Creates a pedestrian friendly environment and streetscape;
 - iii) Provides parking to the rear or side of buildings; and
 - iv) Aligns with the Streetscape Design Plan in place for the hamlets of Fort Vermilion and La Crete.

5.2.6 INDUSTRIAL

Industrial development within Mackenzie County is an important source of employment and the economy. While oil and gas are the main industry occupying industrial lands, providing industrial land for the agricultural and forestry sectors is also key to the economic stability of Mackenzie County. The following policies ensure industrial development is provided in a manner that is compatible with adjacent uses and can accommodate and attract a variety of industrial development in the future.

Objectives

- Facilitate industrial developments that support agriculture.
- Support a concentrated pattern of industrial development.
- Emphasize the forestry sector as a key component of Mackenzie County's economy and to facilitate its continued growth and diversification.
- Support Mackenzie County's role as a centre for oil and gas exploration and development in the surrounding fields.
- Promote and diversify Mackenzie County's economy by emphasizing manufacturing, transportation, and the supply of industrial goods and services.

- Minimize the negative impacts of rural industrial development.
- Ensure all industrial areas in Mackenzie County are attractive as feasible.

Policies

a) The location of urban and rural industrial uses, apart from farm-based industries and resource extraction operations, shall be limited to existing industrial areas, industrial parks, and the industrial policy areas shown in the hamlet and industrial Area Structure Plans.

- i) Farm-based industries are supported in agricultural areas which include but are not limited to livestock auction marts; concentrated livestock feed operations; grain elevators and feed mills; bulk fertilizer and/or bulk agricultural chemical distribution plants; implement dealerships; crop spraying; greenhouses; and accessory commercial operations.
- ii) Mackenzie County may support resource extraction operations in agricultural areas, which include, but are not limited to the following: cement plants, sand and gravel operations, extraction and processing of natural gas and petroleum, logging and forestry operations, and coal or mineral extraction.
- iii) Support for mineral extraction operations shall be contingent on the mitigation or minimization of the impacts upon adjacent land uses and soil, water, and farming operations.

b) Industrial development may be allowed in locations other than those described in Policy 5.2.6a provided they meet the following criteria:

- i) caters to the needs of agriculture, forestry, or natural resource extraction;
- ii) is not suited to an urban area;

- iii) nuisance impacts to adjacent parcels, such as emissions, noise and traffic generation can be mitigated;
- iv) the site is suitable for the proposed development in terms of soil stability, groundwater level, and drainage;
- v) has minimal transportation and utility servicing requirements; and
- vi) the County provides opportunity for public input.

c) Industrial parks or industrial uses shall:

- i) conform to relevant statutory plans;
- ii) minimize impacts on the surrounding agricultural activities and urban areas;
- iii) have adequate separation distances and transition between industrial and non-industrial uses;
- iv) have simple and direct access to truck routes, highways, or rail networks;
- v) are suitable to the provision of required infrastructure and services;
- vi) have sufficient on-site water storage for the fire protection purposes; and
- vii) can accommodate a variety of types and sizes of industries.

d) Through provisions in the Land Use Bylaw, the County shall ensure that adequate buffers or transitional land uses are maintained between industrial and non-industrial uses when the potential exists for significant land use conflicts regarding noise, vibration, dust, odour, environmental hazards or other safety risks.

- e) Except for home-based businesses and farm subsidiary occupations, rural industrial development shall not be permitted to locate on Better Agricultural Land, unless no suitable alternative location is available.
- f) Mackenzie County may require the preparation of a risk assessment at the cost of the developer, when considering an industrial use or determining the location of a potentially noxious industry that may pose potential environmental contamination or cause nuisance.
- g) Mackenzie County shall require that development and subdivision applications near sour gas facilities meet the standards of the *Subdivision and Development Regulation (Alberta Regulation 43/2002)* and Alberta Energy Regulator guidelines, with respect to minimum separation distances, between sour gas facilities and other land uses.
- h) An adequate inventory of industrial designated sites of various lot sizes and type should be maintained to meet the needs of business and industry.
- i) The County encourages value-added manufacturing and the diversification of industrial uses.
- j) Heavy industrial uses involving dangerous goods shall be located in areas where impacts to commercial and residential uses can be mitigated.
- k) Light industrial uses that are contained wholly within a building may be located adjacent to existing and planned residential development.
- l) Outdoor storage should be appropriately screened or buffered from adjacent roads, highways, and non-industrial land uses.

5.2.7 MIXED USE EMPLOYMENT

Along major roadway corridors there is an opportunity to attract higher density employment uses that may include a mix of commercial and industrial development. The policies in this section encourage development to be more sensitive in design to the prominent location along corridors.

Objectives

- Facilitate employment uses in a more compact form.
- Outline the requirements for improved urban design standards.

Policies

- a) Development should consist of higher quality building materials and urban design that contributes to the public realm and street.
- b) Promote a mix of commercial and light industrial development at higher intensities.
- c) Higher impact industrial uses, such as pulp and paper mills or aggregate distribution, should not locate along major roads.
- d) Outdoor storage shall be screened from the adjacent roadway so as to not be visible to passing motorists and pedestrians.

5.2.8 SPECIAL PLANNING AREA

A special planning area overlay exists over a portion of Fort Vermilion as illustrated on Map 2, Fort Vermilion Land Use. Lands within the special planning area are subject to flooding by the Peace River and development within this area should proceed only after thorough assessment of all flood hazard impacts.

Objectives

- Enable flood risk mitigation.
- Establish a future land use plan for the area subject to flooding and determine an appropriate density.

Policies

- a) The County and Province should explore opportunities to relocate existing development within the flood hazard area to undeveloped areas within Fort Vermilion outside of the flood hazard area.
- b) A comprehensive land use plan should be developed for the area identified as Special Planning Area to determine appropriate future development.
- c) The County should explore opportunities to expand the open space network along the river and River road.



5.3 UNDEVELOPED AREAS AND NATURAL FEATURES

The enjoyment of undeveloped areas and natural features by residents of Mackenzie County for a variety of recreation, tourism and economic development pursuits is a priority. Natural features exist throughout the County and provide a benefit to the residents of Mackenzie County through the provision of ecological functions such as water regeneration areas and wildlife corridors. Ensuring a light footprint on the landscape is an important aspect of ensuring these areas continue to provide value to residents for generations to come. The policies in this section strike to maintain this balance of recreational, tourism and economic development opportunities with sustainable environmental management practices.

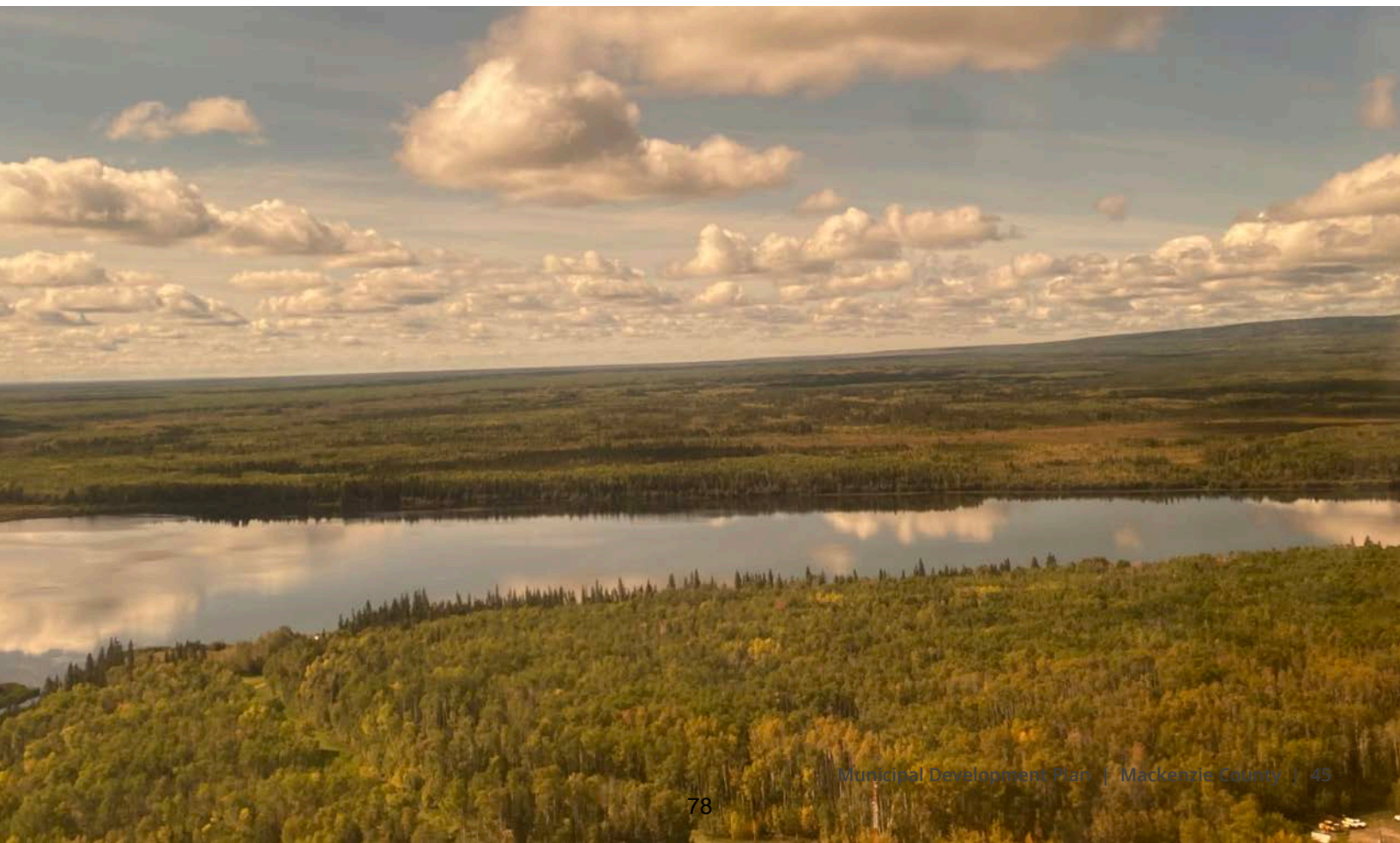
Objectives

- Outline the requirements for the planning and development of land within or adjacent to natural features.
- Identify and mitigate against areas susceptible to flooding, and other significant erosion prone areas.
- Sustainably manage wildlife, waterfowl staging areas, lakes, river shore-lands, valley slopes, unique topographic features, and vegetative types which may be considered environmentally sensitive.
- Maintain public accessibility to lakes and major rivers through the use of reserves at the time of subdivision.
- Improve ease of access to Crown Land for public use and enjoyment.
- Reduce the risk of wildfire, loss of property or loss of life from wildfires.

Policies

- a) Area Structure Plans, Outline Plans, or subdivision applications, as Mackenzie County deems appropriate, shall:
 - i) confirm the location and geographic extent of any natural features, hazard lands, or historic or archaeological sites. A detailed analysis shall be undertaken by a qualified consultant with all costs borne to the developer.
 - ii) integrate natural features into the design of developments to form part of the linked and integrated parks and open space system, including the retention of forests, wildlife corridors, muskeg areas, and the provision of stormwater ponds and parks to form continuous open spaces.
- b) The conservation of natural features by dedication of Environmental Reserve and Municipal Reserve, the provision of Environmental Reserve easements and conservation easements, or by other statutory means as defined by the Municipal Government Act is encouraged.
- c) The Peace River is an important natural feature. Recreation uses such as pathways, trails, campgrounds, and river access for boats should be developed in a manner that balances development with respect for the natural function of the Peace River.
- d) Mitigation measures should be implemented to prevent the contamination of groundwater and elimination of environmentally significant areas as determined by the County.

- e) Wherever possible, continuous greenways with enhanced public access should be created.
- f) In keeping with Alberta’s “Water for Life” strategy, watershed functions and surface and groundwater quality should be maintained in conjunction with development and recreation opportunities.
- g) Emergency response plans should be developed in partnership with industry where there are potential impacts to source water protection.
- h) The land surrounding lakes shall be developed in a manner that balances the quality and quantity of water to support the needs of fish and wildlife with recreation opportunities. All lakes, but especially Thurston Lake, Bistcho Lake, Margaret Lake, Pitchimi Lake, Semo Lake, Eva Lake, Rocky Island Lake, Wentzel Lake, Platapus (Johnson) Lake, Wadlin Lake, Hutch Lake and Machesis Lake are regarded as recreational lakes and shall be sustainably managed to maintain the recreational value of the above lakes for future generations.
- i) Natural features should be accessible to people through the incorporation of trails, pathways, and benches.



5.4 OPEN SPACE, RECREATION AND TRAILS

Open spaces and parks are vital to the quality of life in Mackenzie County. They provide an opportunity for passive and active recreation uses and contribute to attracting new residents, businesses, and guests to the County. Cooperation among different partners is key to allowing and promoting the use and maintenance of Crown land for recreational opportunities that will benefit all residents of the region. Continued investment in recreation opportunities will be required for the duration of this plan to promote a health lifestyle. The policies in this section are intended to support the creation and promotion of an integrated network of open spaces and parks that provide the enjoyment during all seasons.

Objectives

- Support an integrated network of open spaces, parks, and pathways within Mackenzie County.
- Promote four season use through a variety of activities and ensure the development and design of open spaces and parks allow for all people in all stages of life to enjoy.
- Support and promote the use of the vast undeveloped public open space occupying the County for recreational opportunities.

Policies

- a) Ensure that the design and development of parks, open space and recreation areas are suited to the goals of the community and within the financial limitations of the County.
- b) An open space plan should be developed for Mackenzie County and the hamlets to identify recreation opportunities and sites. The Plan may include, but not be limited to, the identification of recreation sites and the identification of all-terrain vehicle and snowmobile trail systems, or marina's and/or docks linking recreation sites and urban centres.
- c) Mackenzie County shall require 10% of the gross developable area of a subdivision be dedicated for Municipal Reserves or School Reserves or any combination of as a condition of subdivision approval to ensure that community open space requirements for neighbourhood, hamlet, and County level facilities are provided. Municipal Reserve shall be provided in the form of land unless otherwise determined by the Subdivision Authority.



- d) Where possible, Municipal Reserve should be allocated to lands adjacent to natural features and stormwater management facilities to facilitate public access to these areas.
- e) Mackenzie County shall not accept land as either Municipal Reserve or School Reserve, or any combination of both, that by virtue of its characteristics is more appropriately designated as Environmental Reserve as defined by the Municipal Government Act.
- f) Where there is no need for park space in an area that is the subject of a subdivision, cash in lieu of reserve may be required in accordance with the Act.
- g) Municipal Reserve dedication in a subdivision that borders a lake shall be configured in such a manner that approximately 20% of the lakeshore frontage forms part of the municipal reserve parcel.
- h) Partnerships should be formed to develop recreation opportunities throughout the County. This could include recreation centres, arenas, sports facilities, trails, etc.
- i) Mackenzie County shall locate parks so that open space is easily accessible from every residence and the site maximizes opportunities for pedestrian access and connectivity to other amenities and uses.
- j) Provide an appropriate mix of small, medium, and large parks to meet the varied needs of the County's population.
- k) Design parks to ensure visibility and safety, according to Crime Prevention Through Environmental Design principles.
- l) Prioritize investment in recreational infrastructure based on identified population needs.
- m) Partner with non-profits in the provision of community and recreation services where mutual benefit can be achieved.
- n) Prioritize the investment in community infrastructure that will provide a multi-purpose function.
- o) When new County public facing facilities such as recreation centres and libraries are constructed, they should be designed as barrier free. The County should examine existing County public facing facilities and if feasible add barrier free access.
- p) Abandoned oil and gas dispositions that may be used for public recreation should be acquired for public use.
- q) Public access should be acquired and constructed to connect residents and tourists to recreational opportunities and locations as identified by Mackenzie County.
- r) Promote and include recreation opportunities as a key attraction when developing a tourism plan with the Mackenzie Frontier Tourism Association (MFTA).
- s) Working with the Province, the development of a recreational trail system including staging areas should be established on Crown Land to support off-highway vehicles, hiking, cycling, skiing, wilderness camping, snowmobiling, ice fishing, and horseback riding.
- t) Recreational development opportunities around water bodies on Crown Land should be identified and explored with the Province.

5.5 CULTURAL AND COMMUNITY SERVICES

Mackenzie County supports a variety of recreational and cultural amenities in partnership with the hard work and dedication of non-profit and volunteer groups across the region that contribute to the quality of life of residents in the County. These amenities include the historic sites across the County, the community recreation centres, schools, libraries, museums and other community services. In addition, a large array of outdoor activities is available in Mackenzie County that draw tourists from all areas of Alberta and beyond.

Objectives

- Support the preservation of historic resources within Mackenzie County.
- Promote Mackenzie County's historic sites and recreation areas as tourist destinations.
- Continue to grow partnerships with non-profit and volunteer organizations to provide these recreational and cultural services while being efficient.

Policies

- a) Mackenzie County should:
- i) Ensure that identified and designated federal, provincial, and municipal historic resources are protected from adverse impacts associated with on-site development and adjacent land uses;
 - ii) Collaborate with communities, community groups, organizations, and individuals to promote the preservation of historic resources; and
 - iii) Work with the Province for advice and information regarding existing and/or potential historic sites.
- b) Encourage the adaptive reuse of existing heritage structures.

- a) Support and promote cultural programs and activities that create a sense of pride and local identity.
- b) Preserve and promote historically significant buildings and support local initiatives that promote culture and heritage.
- c) Mackenzie County should:
 - i) promote and celebrate areas which have been identified as having significant historic or recreation potential.
 - ii) prepare or amend management plans for historic or recreational areas; and
 - iii) prepare economic or partnership development plans to help ensure the long term viability of historic sites and recreation areas.





5.6 MOBILITY AND SERVICING

5.6.1 TRANSPORTATION

Mackenzie County's roads, railways and airports are integral to how people move within and to and from the region. The rural road network in Mackenzie County mostly utilizes the Provincial Highway network. Highways 35, 58, 88 and 697 link Fort Vermilion, La Crete and Zama City to the Towns of Rainbow Lake and High Level and to the Northwest Territories and the rest of Alberta. The intent of the policies in this section is to provide for the efficient movement of people and goods.

Objectives

- Provide an efficient and effective transportation network for the movement of people and goods in Mackenzie County.
- Guarantee sufficient right-of-way provision for roads to allow their expansion in the future, if necessary.
- Strive for an attractive roadside environment.
- Increase active transportation modes over time within hamlets.

Policies

a) The County should prepare and maintain a Transportation Master Plan guiding future improvements and additions to the County's transportation system, including along potential national economic corridors.

- b) A Rural Road Transportation Plan should be prepared as part of the Transportation Master Plan in order to support proper corridor planning.
- c) The County should work with Provincial and Federal governments to secure funding for highway network maintenance and enhancement, including a bridge at Tompkins Landing or other appropriate Peace River crossing location.
- d) All Area Structure Plans, Outline Plans, rezoning, subdivision and development applications that include land located within 1.6 kilometers of a highway shall be referred to Alberta Transportation for comment.
- e) In the evaluation of subdivision and development proposals, the need for widening and/or upgrading of any roads adjacent to the proposal shall be determined at the time of development application. All road upgrades are to be included as part of the development.
- f) All rural roads should have a 30 metre road right-of-way.
- g) A subdivision or development permit should not be approved unless the lot has access to a maintained public road. Access through an easement is not preferred.

- h) The incorporation of pedestrian and bicycle paths designed as integral parts of municipal parks and neighbourhoods is encouraged.
- i) Opportunities to increase active modes within the hamlets should be explored.
- j) Where a subdivision or development is proposed within 100m of a railway line, the County may require the developer to build berms and/or fences to separate residences from railway lines.
- k) Cooperation should occur with adjacent municipalities and interested government agencies regarding the protection of railway, airport, road network and other transportation corridors.
- l) Area structure plans and outline plans should provide the minimum building setback and buffering from active rail lines in accordance with best practices and the land use bylaw.
- m) The expansion and increased usage of the airports and aerodromes is supported.
- n) The following land uses may develop adjacent to an airport if the use does not adversely affect the airport operation:
 - i) General agricultural operations;
 - ii) Recreational land uses; and
 - iii) Airport industrial lands.
- o) Potential new rail and highway corridors should be identified and protected from non-compatible development.
- p) The rural road network should be developed while considering future access requirements.

5.6.2 UTILITIES

Utilities, such as waste, water, and power, are essential to support businesses and residents in Mackenzie County. Utilities should be well planned and integrated with future growth areas, as well as consider the impacts of a changing climate and economy. The intent of the policies in this section is to provide quality, safe, and efficient utilities to serve the needs of Mackenzie County.

Objectives

- Ensure the efficient and effective provision of water supply, sewage treatment, stormwater run-off control, and sanitary waste disposal facilities to County residents.
- Responsibly maintain and upgrade existing utility systems as budgets allow.

Policies

- a) A comprehensive long-term plan to upgrade and expand water supply and sewage treatment systems in alignment with budget priorities should be established.
- b) When locating water and sewer mains, and when consulted by external agencies regarding oil or gas pipeline or major power transmission line routes, the County should emphasize the location of these in common corridors wherever possible.
- c) All lots of a proposed subdivision are required to be connected to municipal water and sewer systems when the lots are developed except where, in the County's opinion, the proposed subdivision is far enough away from existing trunk mains that extension of the mains is not economically feasible. Where connection of new lots to municipal water and sewage systems is not intended, yet in the County's opinion, such connection is desirable and feasible, the proposed development may be refused.

- d) Additional water connection points and water fill stations should be provided in strategic locations.
- e) Water conservation measures which may reduce or eliminate water utilities expansion requirements is supported.
- f) Land developers should identify wetland areas as part of their subdivision applications. Mackenzie County may negotiate conservation easements or require Municipal or Environmental Reserve and/or Environmental Reserve Easements covering wetland areas.
- g) Parcel sizes must be able to accommodate on-site services such as water distribution and sewage collection where necessary.
- h) Drainage schemes that may increase the intensity of runoff are discouraged.
- i) Any multi-lot development which depends on a private water system must meet the full standards of regulatory agencies, and no contingent liability shall fall upon the municipality.
 - i) Any private water system serving multiple lots must be capable of supporting itself financially through the contributions of the landowners who benefit from it and must be set up on a proper legal basis.
 - ii) Any private water system must be owned and operated by an organization which has the legal right to levy charges on its customers.
- j) The use of low pressure sewer systems in low density developments may be considered as a cost-effective alternative to gravity lines.
- k) When a lot containing an existing house is to be subdivided from a larger parcel, the County will require all new and existing lots as part of the subdivision application to comply with servicing standards in place at the time of subdivision.
- l) Solid waste disposal sites are to be located and developed in a manner that shall minimize any impacts on surrounding land uses.
- m) Recycling and composting of waste where appropriate and financially feasible is encouraged.
- n) The integrity of pipelines and utility corridors shall be maintained, and shared corridors created where possible, while planning for growth and development.
- o) Large utility structures, such as cellular towers, microwave towers, radio towers, wind turbines or similar infrastructure, shall be located in non-residential areas, with Crown Land preferred. Small cellular towers that do not extend beyond the height of a principal structure may be located in residential areas.
- p) Guidelines with respect to minimum separation distances between sour gas facilities and other land uses through the subdivision and development process as determined by the Alberta Energy Regulator (AER) shall be applied.
- q) Pipeline easements or rights-of-way in a proposed subdivision shall only be accepted as Municipal Reserve if it can be shown that the easements or rights-of-way shall form part of a trail system which is integral to a residential subdivision.
- r) Large, land intensive electrical generating facilities should not be located on agricultural lands.





6 RESPONDING TO A CHANGING ENVIRONMENT

6.1 SAFE & RESILIENT COMMUNITIES

The ability of municipalities to respond to external factors is becoming more important to ensure safe and resilient communities. External factors directly affecting Mackenzie County include a changing climate and natural hazards, changes in the energy sector and changes in technology. The County has very little control on these external factors but can prepare resilience plans, construct new infrastructure, and adjust operationally to help mitigate negative impacts from these external forces. The following policies guide the County in how to adapt and respond to a changing environment and remain resilient.

Objectives

- Establish natural hazard, economic and technological resiliency to ensure safe communities.
- Mitigate against a changing environment through the design of County infrastructure and County operational practices.

- Identify and support resilience within at risk local communities.

Policies

- a) A resilience plan that addresses the potential hazards, probability of occurrence and mitigative action over the life of this plan should be developed for the County.
- b) Consider natural features as green infrastructure, recognizing the economic, social, and environmental benefits that they provide to the community.
- c) Encourage developers to retain existing wetlands rather than providing compensation to the Province.
- d) Naturalize stormwater management facilities wherever possible to enhance their ecological value and recreational benefits.

- e) Increase the use of native, low-maintenance, and low-water species in the design and maintenance of parks.
- f) Encourage durable building materials and energy efficiency in building design.
- g) The County shall promote natural hazard awareness and solutions to mitigate against those hazards where appropriate.
- h) Infrastructure plans should consider the long term financial impacts to the County.
- i) Work with federal and provincial governments and external partners to ensure environmental and economic sustainability are considered in decisions affecting the County.
- j) Work with other levels of government to secure sustainable sources of municipal funding for both the capital and operational needs of the County.
- k) Accommodate growth through the optimization and use of existing infrastructure and services. New infrastructure should be provided and managed in an affordable and cost-effective manner over the long-term life cycle of the asset.

6.2 FLOOD HAZARD RESILIENCY

Due to recent flood events that have impacted the County's communities, in particular Fort Vermilion, a rational and responsible approach to land use management is required. To protect the residents of the County, their homes, and their livelihoods, additional policy is provided to provide clear direction for land use and structural setbacks in accordance with Provincial flood hazard mapping.

Objectives

- Establish safe setback areas that respond to recent flood events and Provincial Flood Hazard Maps.
- Identify and promote, where appropriate, limited and low-impact recreational amenities within flood hazard areas.
- Support the relocation of flood impacted residents within Fort Vermilion.

Policies

- a) Incorporate updated Provincial hazard area mapping into County planning processes as it becomes available.
- b) Provide appropriate direction and development restrictions within the Land Use Bylaw that recognize the Floodway and Flood Fringe areas, as determined by the latest Province of Alberta Flood Hazard mapping.
- c) No development shall take place within the floodway or flood fringe, with the following exceptions:
 - i) Essential roads and bridges that must cross the flood risk area;
 - ii) Flood or erosion protection measures or devices;
 - iii) Pathways that are constructed level with the existing natural grades;
 - iv) Recreation facilities, provided there are no buildings, structures, or other obstructions to flow within the floodway; and
 - v) Essential utility infrastructure that is required to be located in the flood risk area for operational reasons.
- d) Update existing ARPs and ASPs to conform to the new flood mitigation policies within the MDP and the Land Use Bylaw.

- e) Proposed development within the floodway or flood fringe areas should provide a flood hazard risk study, including hazard mapping where appropriate and prepared by a qualified professional. The study should:
 - i) Identify areas at a flood risk of 1:100 or greater, and those having a lesser flood risk between 1:100 and 1:1000
 - ii) Demonstrate that there is sufficient developable area for the proposal after excluding flood way and flood fringe areas.
 - iii) Provide recommendations on locating more vulnerable developments towards lower flood risk areas (greater than 1:500, where possible) and on implementing other measures that would limit flood risk.
- f) Mackenzie County shall consider the use of flood hazard lands for such uses as recreational, agricultural, or similar such uses not requiring permanent structures, providing the developer:
 - i) submits a geotechnical study regarding the subject land;
 - ii) uses appropriate flood-proofing techniques as described in the Canada-Alberta Flood Damage Reduction Program;
 - iii) indicates to the satisfaction of the County that the flood hazard has been mitigated; and
 - iv) notwithstanding the above policies, development associated with substances of a chemical, hazardous, or toxic nature, which would be an unacceptable threat to public safety if damaged as a result of flooding, shall not be permitted to locate in the 1:100 year flood hazard area.
- g) Mackenzie County shall maintain appropriate development setbacks from lake shores, river valley breaks, an escarpment or other critical slopes as identified by Alberta Environment and Parks and/or geotechnical studies provided by the developer, to the satisfaction of the County that development can be safely undertaken.
- h) Mackenzie County should, as a condition of subdivision approval, require an environmental reserve or environmental reserve easement from the high water mark of waterbodies and/or the top of bank of watercourses to protect development from flooding and waterbodies from source water protection.
- i) The County shall monitor flood activity over time with the latest information from the Province of Alberta, and amend all relevant policies within the MDP, ARPs, and ASPs, as well as the Land Use Bylaw, in order to comply with Provincial regulations and ensure that County residents are provided with clear land use and development direction as well as protected from future impacts of flood events.
- j) The use of shelterbelts and treed buffers is promoted in low lying areas to mitigate against the risk of flooding.
- k) All rural lots should be developed in a manner that creates positive surface water drainage, to avoid flooding of structures.

6.3 FIRE HAZARD RESILIENCY

Mackenzie County's location in the boreal forest makes the County susceptible to wildfire hazards annually. In the County this risk includes forest fires and grassland fires. Wildfires can impact human health, wildlife habitat, infrastructure, and buildings. To protect the residents of the County, the policies included in this section are to help prevent and mitigate the impacts of wildfires when they occur.

Objectives

- Protect communities against wildfire hazards.
- Identify and promote FireSmart principles across the County.

Policies

- Existing development and infrastructure should be adapted in accordance with FireSmart principles to reduce the risk of future wildfire hazards.
 - The County should prepare a county-wide and inter-municipal fire protection plan.
 - Agricultural lands may be used as a fire protection measure in higher risk areas and next to development.
 - The use of grazing leases as an approach to implementing FireSmart mitigation strategies should be encouraged.
- Developers must recognize FireSmart: Protecting Your Community from Wildfire design principles when preparing Area Structure Plans, Outline Plans, and subdivisions, and minimize the potential for wildfire damage through:
 - the provision of recreational facilities along the outer perimeter of the community so that the developed portions may be separated from undeveloped areas;
 - the provision of a fire guard which will serve as a buffer between communities and the surrounding natural area; and
 - the development of trails between developments and surrounding forested lands which may be used in an emergency for fire prevention purposes.
 - The following may be required as conditions of approval for residential development which is too remote to be adequately protected by existing fire fighting services:
 - the provision of adequate water supplies for fire fighting purposes;
 - the use of fire resistant building methods;
 - the installation of spark arresters on all chimneys; and
 - the provision of an emergency access to developments to help prevent property damage and the potential for loss of life.



7 BUILDING PARTNERSHIPS

Building strong relationships with neighbouring First Nations, Métis communities and adjacent municipalities can contribute to collaborative planning and economic outcomes that are mutually beneficial to all. The development of strong partnerships with local associations and non-profit organizations such as agricultural societies, the Mackenzie Frontier Tourist Association, the Regional Economic Development Initiative and the Mackenzie Applied Research Association are also important to create a singular voice when targeting strategic directives. Strategic partnerships can lead to greater advocacy about the benefits of living, working, and playing in Mackenzie County.

The Mackenzie County – Town of High Level Intermunicipal Development Plan recognizes that intermunicipal cooperation is necessary to attract private investment, enhance economic activity and ensure that land for new development is viable and sustainable. Each municipality has a mutual interest in planning and development proposals near their shared boundaries and ensures that each have an interdependent role in rendering decisions for such proposals. The policies in this section provide

direction on cooperative efforts between municipalities and other jurisdictions to achieve mutual objectives that benefit the residents and businesses in Mackenzie County.

Objectives

- Maintain mutually beneficial relationships with adjacent municipalities, First Nations, or other stakeholders to achieve the objective of regional cooperation and regional planning.
- Facilitate intermunicipal communication and referral of planning and development applications.
- To encourage the preparation of Intermunicipal Development Plans and joint agreements between Mackenzie County and adjacent municipalities or other stakeholders to provide infrastructure services.
- The range of facilities and services available to residents through partnerships with adjacent neighbours and other levels of government is expanded.

Policies

- a) Communication and co-ordination should occur on a regular basis with adjacent administrations to recognize and address matters of mutual interest.
- b) Development applications shall have regard for regional planning policies of the Province of Alberta, the Provincial Land-use Framework, approved intermunicipal development plans or joint intermunicipal agreements when considering Municipal Development Plan amendments, Land Use Bylaw amendments or other development proposals.
- c) Mackenzie County, when deemed necessary, should work with adjacent municipalities to prepare new inter-municipal development plans or joint intermunicipal agreements and subsequently review or update the Plan or agreements accordingly.
- d) Planning and development applications that are subject to the Mackenzie County – Town of High Level Intermunicipal Development Plan and are located within the area shown in Figure 4, shall be directed by the policies of the Intermunicipal Development Plan.
- e) The following development proposals shall be referred to adjacent municipalities:
 - i) matters of future annexation;
 - ii) the adoption or amendment to an intermunicipal development plan, or this Municipal Development Plan;
 - iii) a proposed Land Use Bylaw, proposed amendments to the Land Use Bylaw; and
 - iv) any referral as set out in an intermunicipal development plan.
- f) Development that would impede the operation of existing and proposed sewer lagoons and waste handling facilities should be refused in order to protect the public investment in these facilities.
- g) The cost sharing of infrastructure for development should be explored with adjacent municipalities where it can provide an economic, social or environmental benefit.
- h) Mutual notification frameworks should be developed with adjacent communities and neighbours to identify if, when and how notification should be provided when development is proposed in proximity of jurisdictional boundaries.
- i) Partnerships should be maintained and celebrated with non-profit community groups and new partnerships should be explored to further services provided in the community.

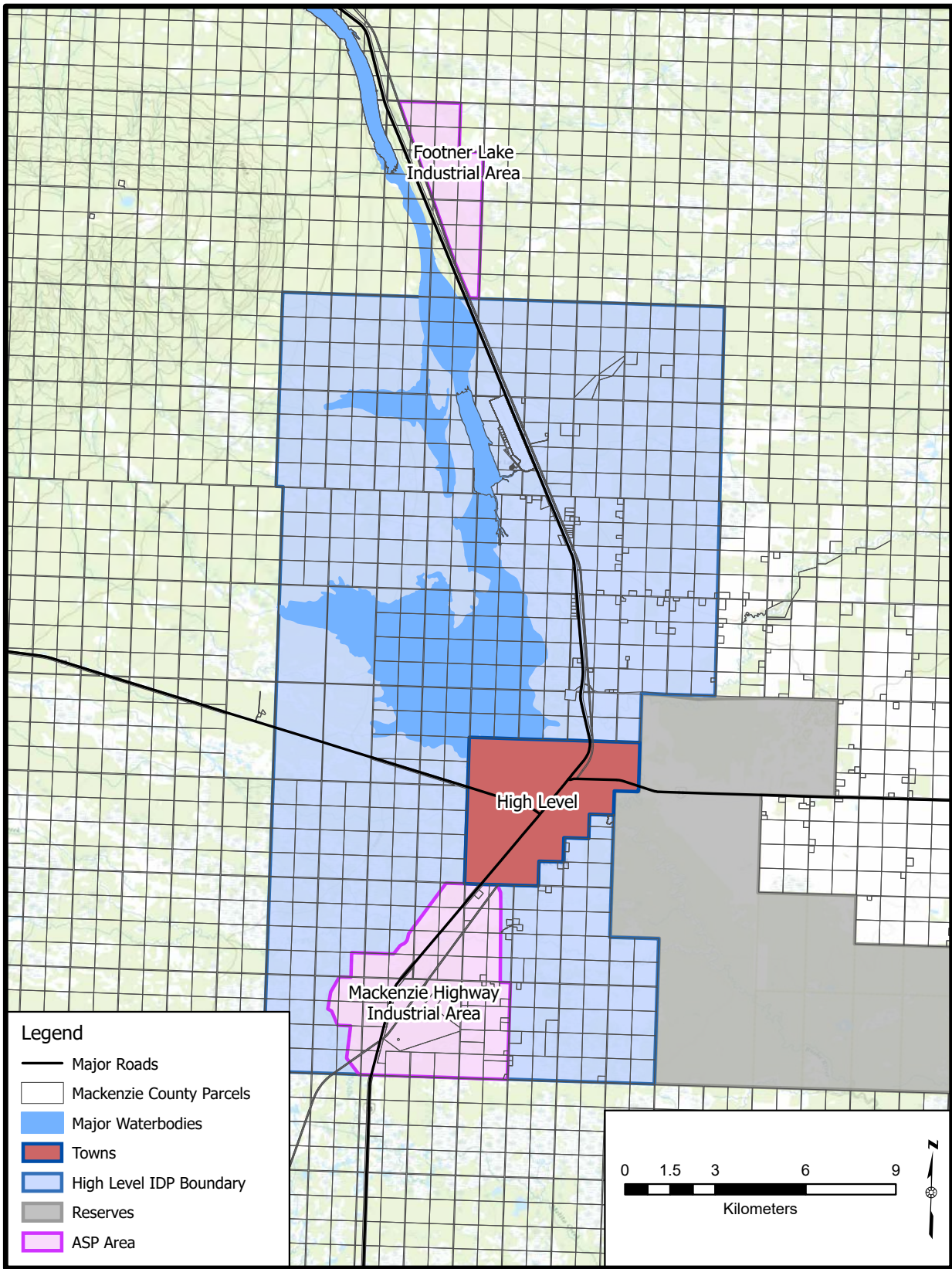


Figure 3: High Level Intermunicipal Development Plan Boundary

PART III

IMPLEMENTATION

8 IMPLEMENTATION

8.1 PLAN IMPLEMENTATION

The Municipal Development Plan (MDP) is a dynamic document that guides strategic decisions about the future growth and development of Mackenzie County. As such, when priorities and conditions change in the County, the MDP should be kept current and up to date through amendments to the plan and implementation of its policies.

Policies

- a) The County through their budget process will determine the timing of investment required to implement the MDP's policies.
- b) All statutory plans adopted by the County shall be consistent with the Municipal Development Plan.
- c) The policies of the MDP shall be implemented through the adoption of an Area Structure Plan or other statutory plan, an outline plan or other non-statutory plan and through the Land Use Bylaw.
- d) The policies of the MDP should be considered comprehensively and a single policy is not intended to take priority over another in the implementation of this plan.
- e) Area Structure Plans may be initiated by the County or by a private landowner and shall follow the appropriate procedures as outlined in the Municipal Government Act.
- f) If amendments are required, they shall be carried out through a transparent public consultation process.

8.2 MONITORING AND REVIEW

On-going monitoring is necessary to ensure the policies within the MDP are achieving the County's strategic outcomes. A comprehensive review of the MDP should occur every ten years with a targeted review of select policies occurring every five years. The policies below are intended to help keep the MDP current and able to address land use policy issues that arise as Mackenzie County moves forward with this plan.

Policies

- a) A comprehensive review of the Municipal Development Plan shall be undertaken every five years to consider administrative updates, emerging trends, implementation progress, and policy gaps.

9 GLOSSARY

9.1 GLOSSARY

Active Transportation Modes includes walking and cycling, as well as other forms of human powered transportation, including rollerblading, longboarding, skateboarding, jogging, among others.

Barrier Free is the design of buildings and public spaces that remove or mitigate physical accessibility barriers for persons with vision, hearing, communication, mobility, or cognition challenges.

Better Agricultural Land are those lands that are designated as Class 1, 2, 3 or 4 by the Canadian Land Inventory Soil Capability for Agriculture and may be confirmed through site inspections and/or independent soils analysis.

Complete Streets are streets that are designed to enable safe access for pedestrians, cyclists, motorists, and transit.

Confined Feeding Operation means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, finishing, or breeding by means other than grazing, and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks, or exhibition grounds.

Farmstead Separation is the subdivision of a secondary farm residence from the larger quarter section and principal farm residence.

Growth Nodes are locations identified on Map 1 where the subdivision of agricultural land into smaller lots for residential and non-residential uses may be permitted at the discretion of the County.

Gross Developable Area (GDA) is defined, for the purpose of this Plan, as the total area of the parcel of land less the land required for environmental reserve and/or environmental reserve easement.

Land Use Framework is the planning approach being undertaken by the Province to establish an eventual regional plan for the Lower Peace Region.

Minimum Distance of Separation is the provincially regulated setback established between a confined feeding operation and the neighbouring residence that is in existence at the time the application is submitted, and is intended to minimize the impacts of odour. Minimum distance of separation is measured from the outside walls of neighbouring residences to the point closest to the confined feeding operation's manure storage facilities or manure collection areas.

Natural Features are unmodified landscapes that may include environmentally significant areas such as rivers, waterbodies, hills, cliffs, mountains that have not been impacted by human development.

Resources refers to the abundance of natural resources surrounding Mackenzie County, including but not limited to forests, oil and gas reserves, natural beauty with tourism potential, and more. Accessing these resources is important to the long-term economic success of the County, and requires increased government funding, transportation corridors, and Crown Land access.

Secondary Suite is a second dwelling unit contained within a single-detached or duplex or garage.

Statutory Plan is a plan adopted by a municipality under Division 4 of the Municipal Government Act.

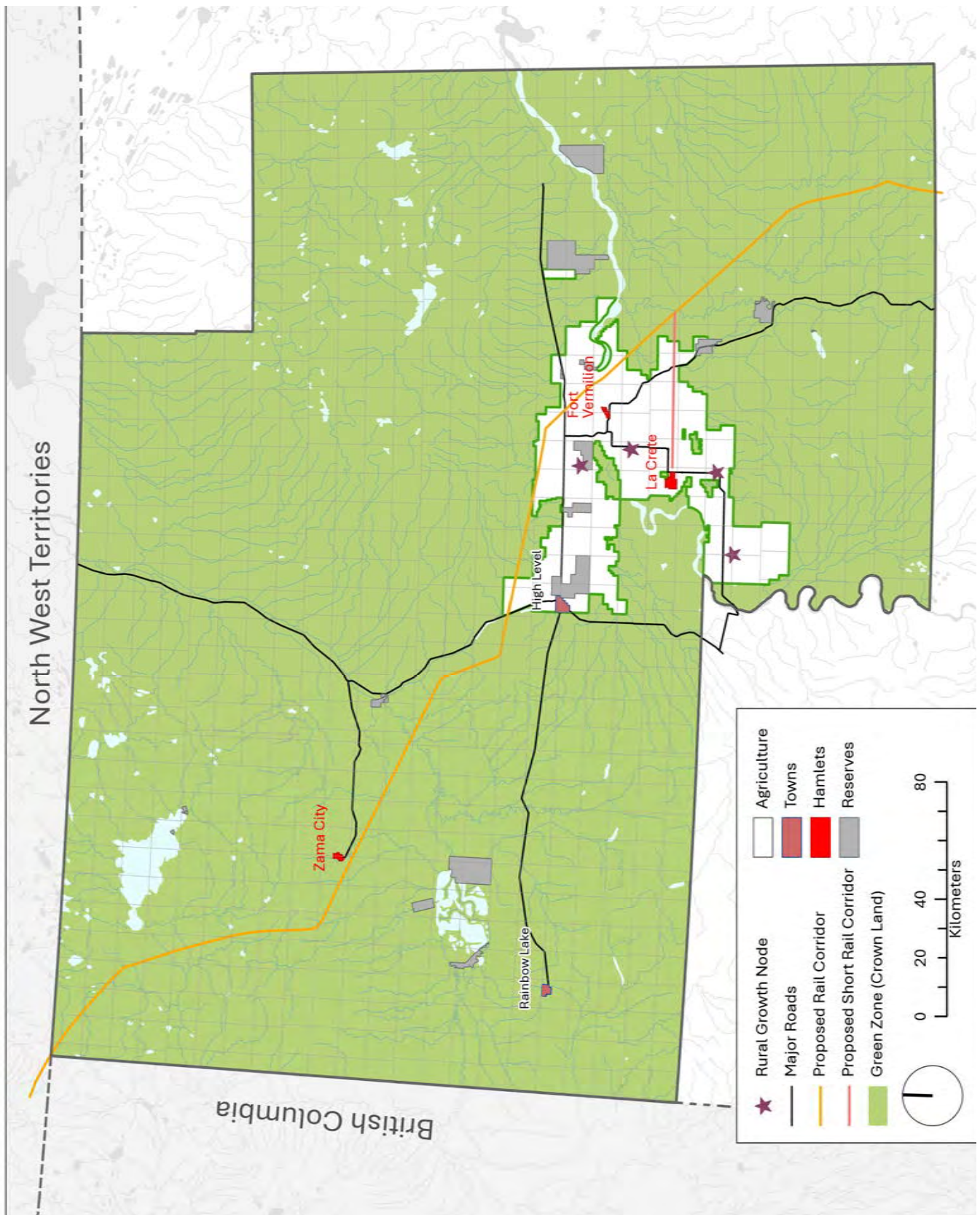
Un-Subdivided Quarter Section is a titled area of:

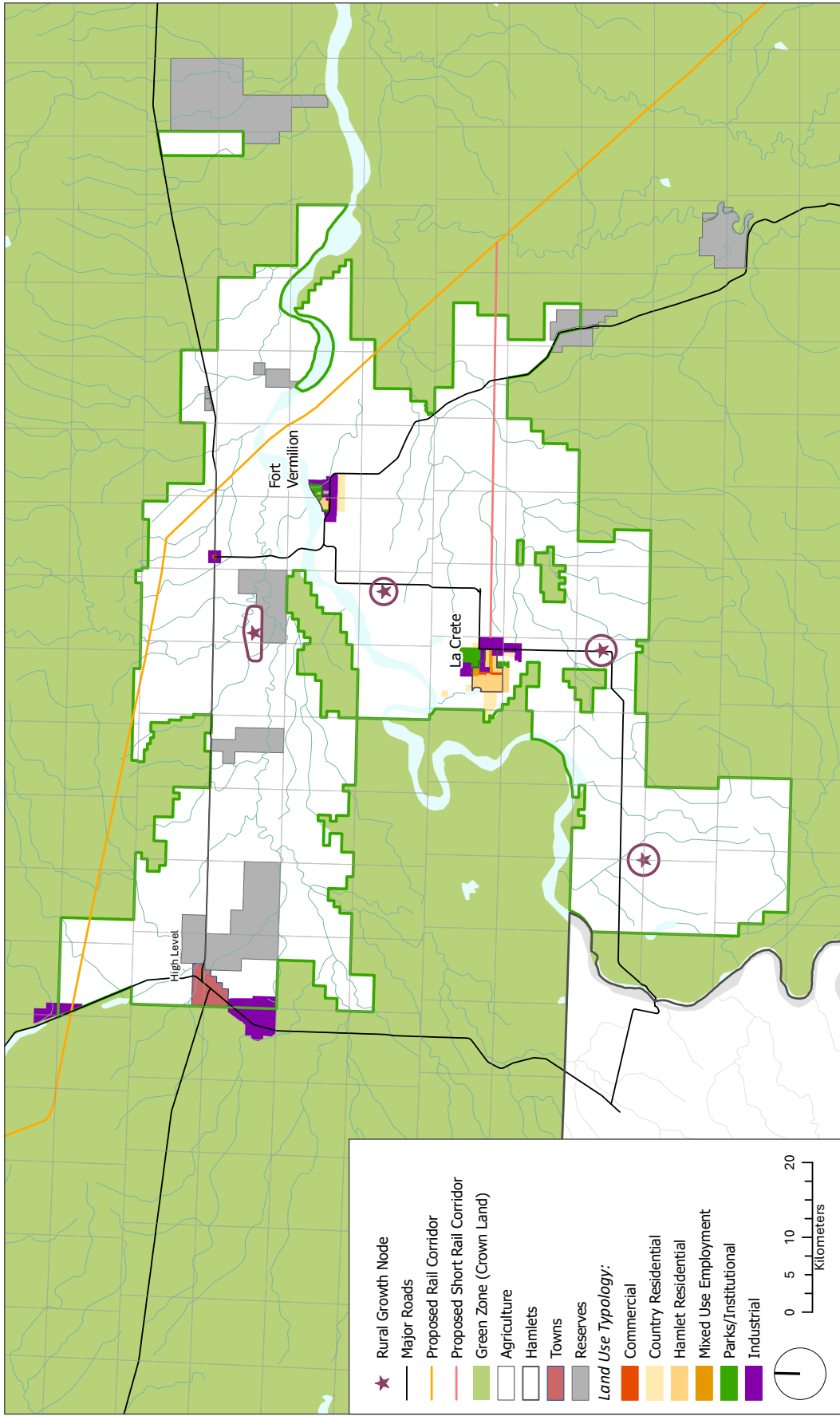
1. 64.7 hectares (160 acres) more or less;
2. Lake lot, river lot or settlement lot that has not been subdivided except for public use; or
3. A gore strip greater than 32.38 hectares (80 acres) in size, that has not been subdivided, excluding subdivisions for boundary adjustments, road widening, and public uses such as a school site, community hall, and rights of way of roads, railroads, and canals.

Value-Added Agriculture is the processing of agricultural products and services into secondary products to increase overall product value.

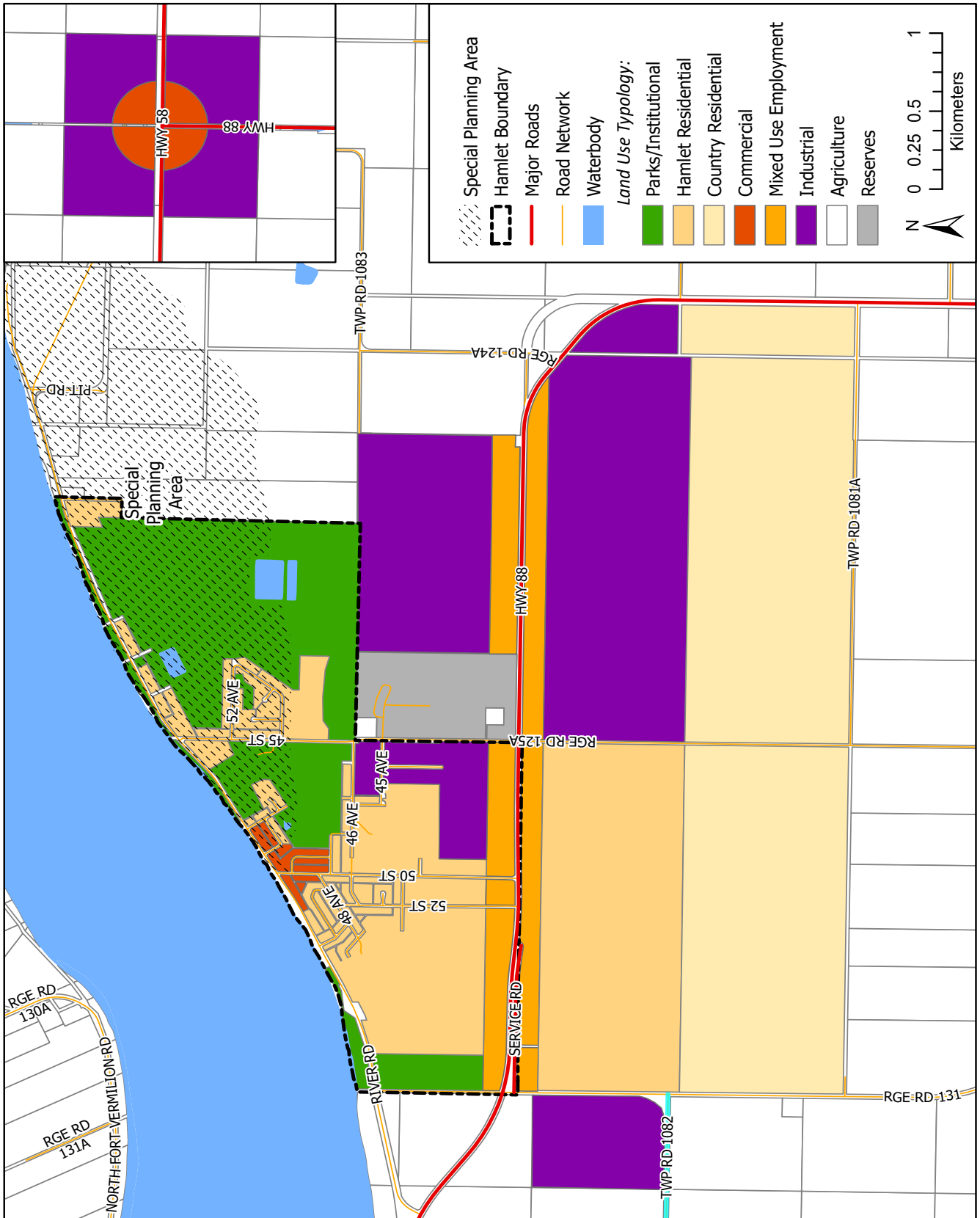
10 MAPS

Map 1 - County Land Use

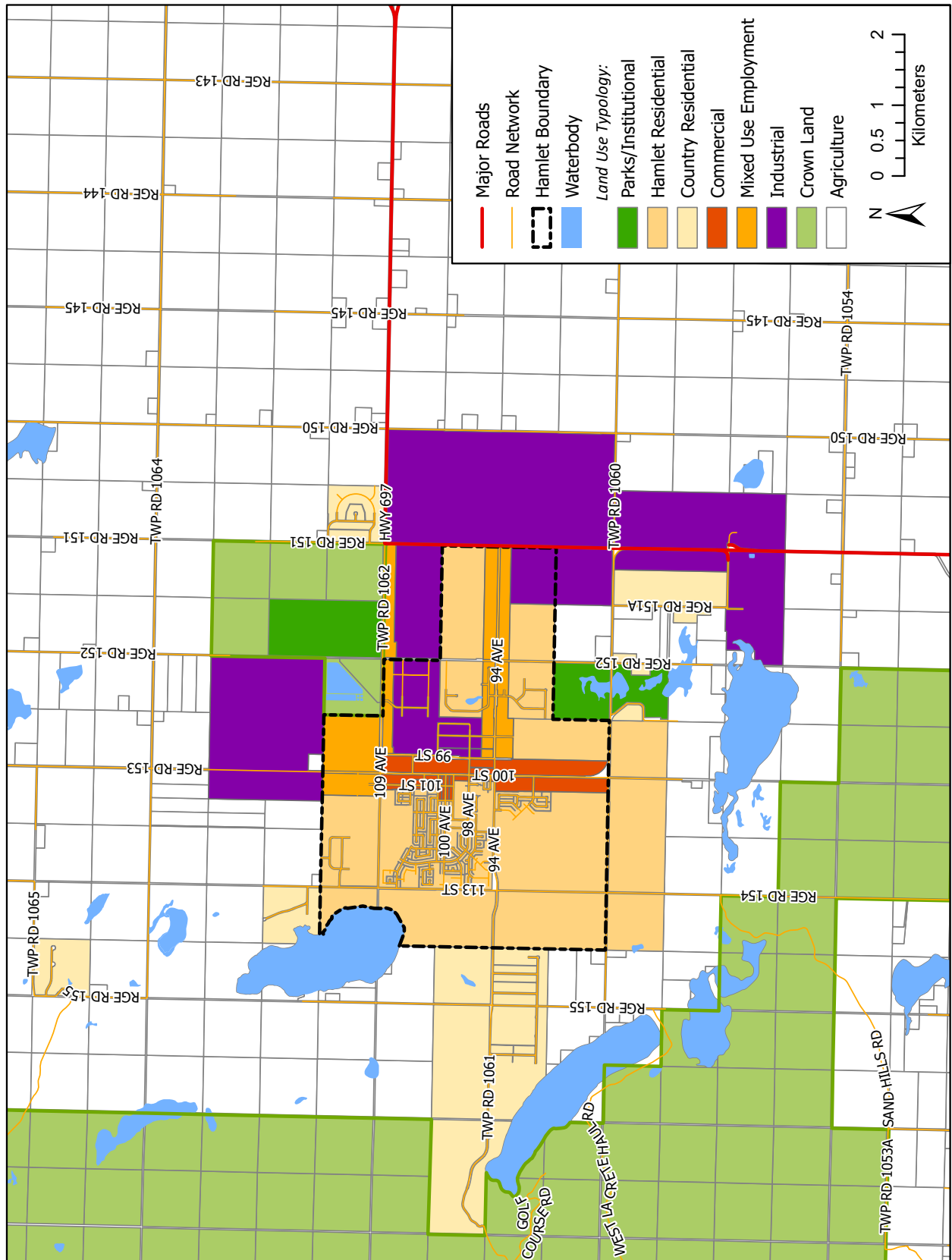




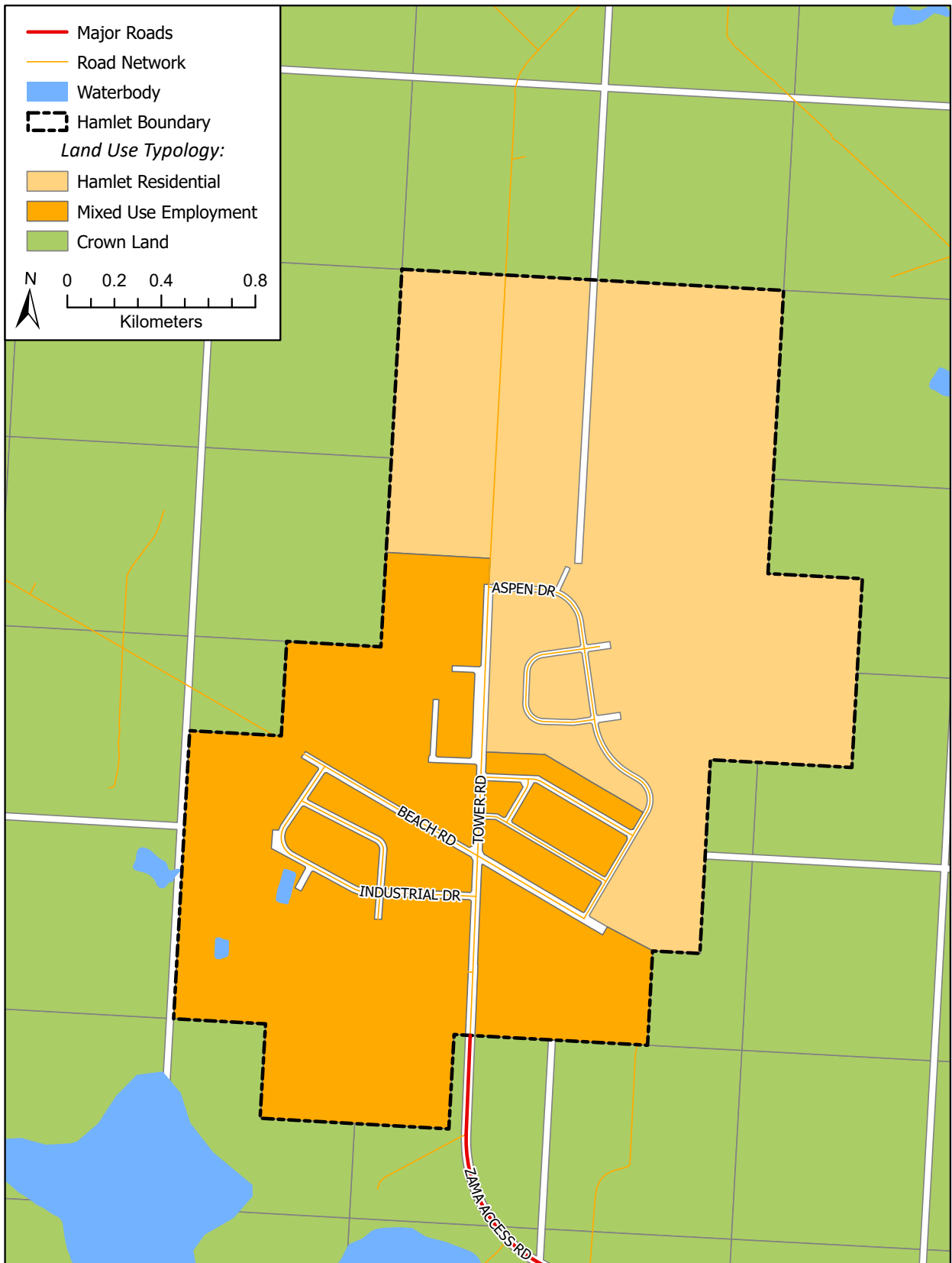
Map 2 - Fort Vermilion Land Use



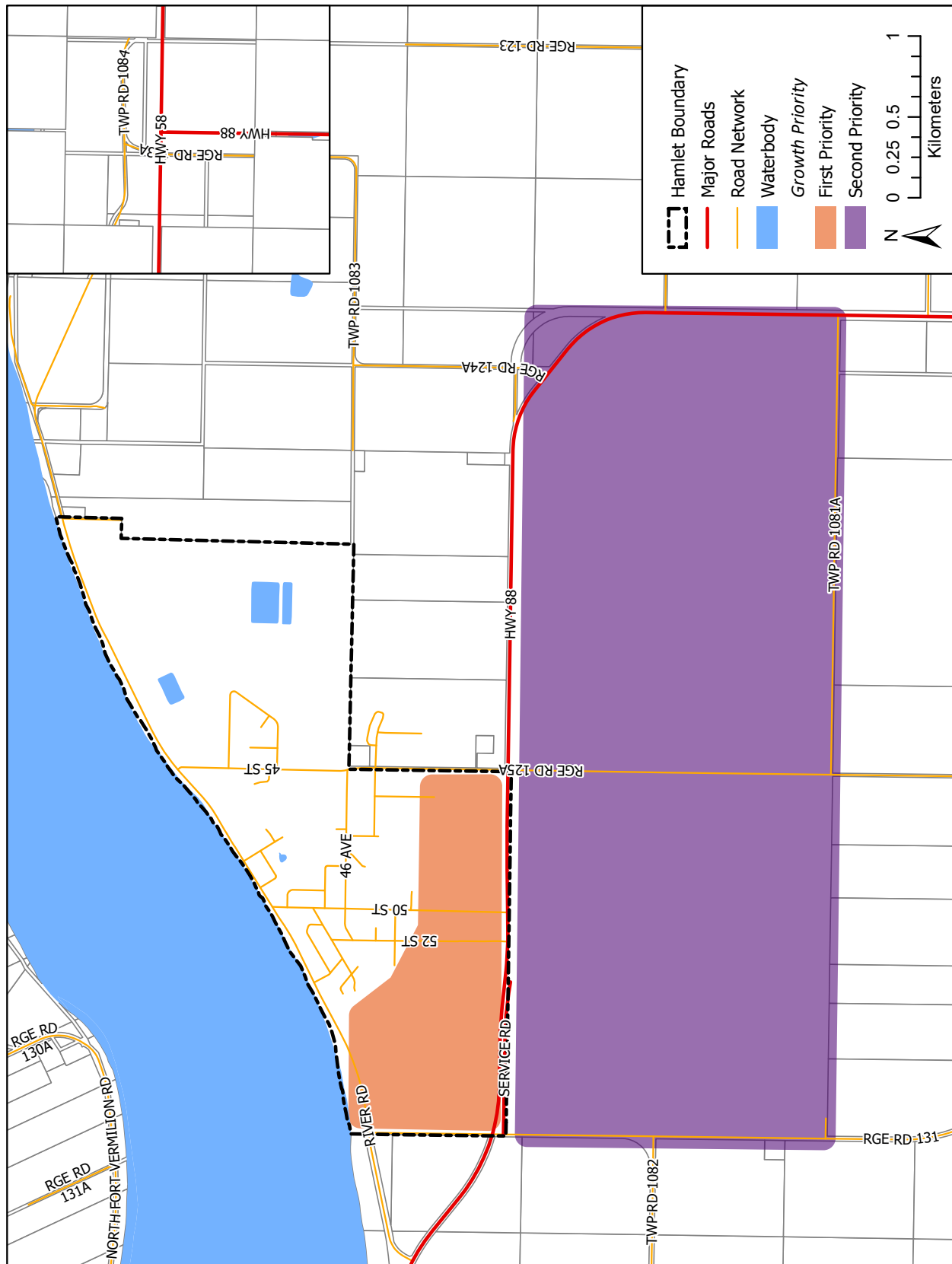
Map 3 - La Crete Land Use



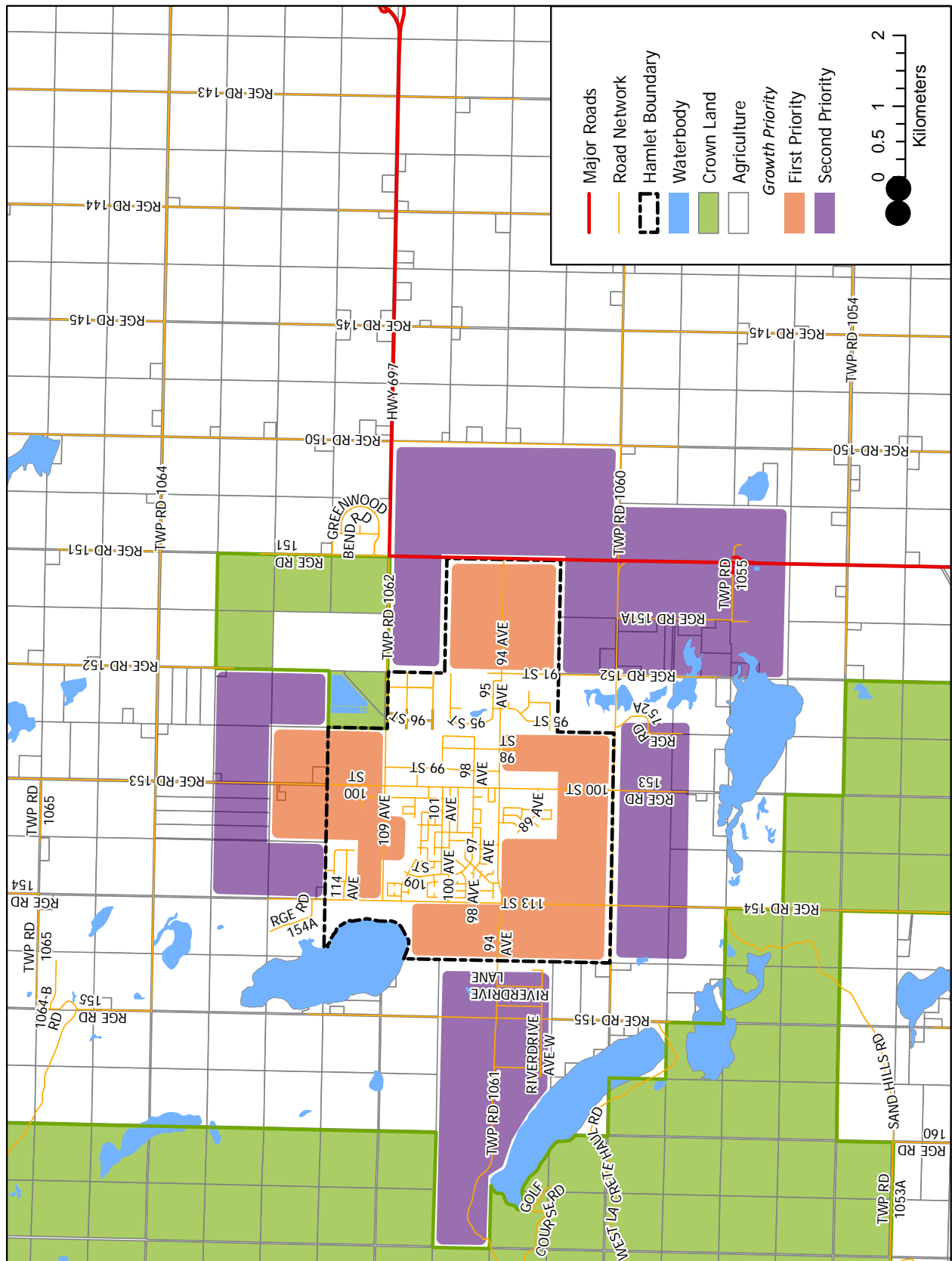
Map 4 - Zama City Land Use



Map 5 - Fort Vermilion Priority Growth Areas

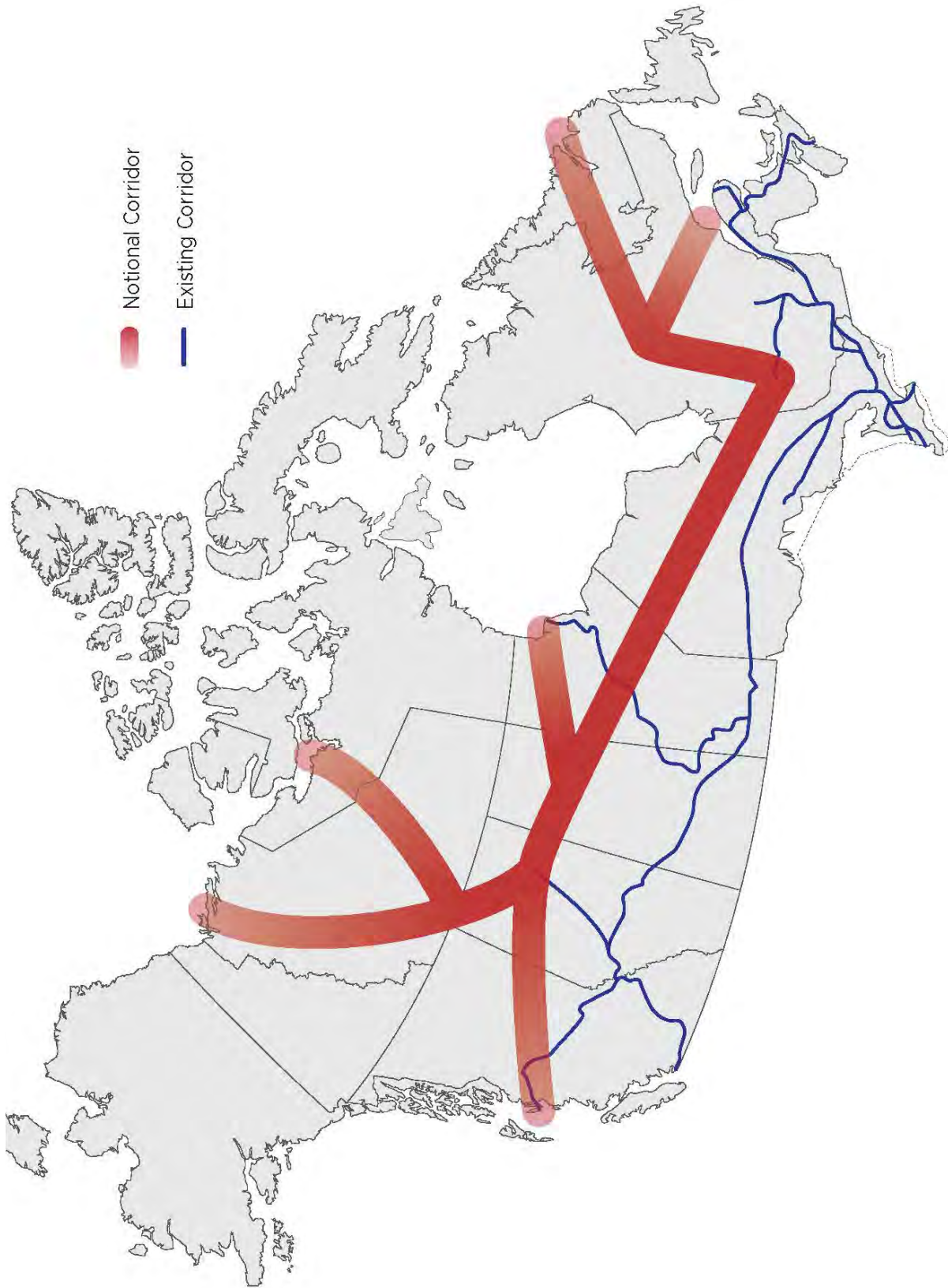


Map 6 - La Crete Priority Growth Areas



APPENDIX A

Appendix Map 1 - Potential Economic Corridors





Otipemisiwak Métis Government

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January 24, 2024

VIA EMAIL

(csmith@mackenziecounty.com)

Mackenzie County
4511 46 Ave
Box 650
Fort Vermilion, AB T0H 1N0

Attention: Caitlyn Smith, Manager of Planning and Development

Ms. Smith,

Re: Otipemisiwak Métis Government response to 2023 Public Circulation Draft of Mackenzie County Municipal Development Plan

Introduction

In cultivating a spirit of reconciliation between a municipality and the Indigenous nations within that municipality, reconciliatory action must be purposeful and proactive. The lack of acknowledgement of Métis communities and their contributions to Mackenzie County (“the county”) in its recently released public circulation draft of the 2023 Mackenzie County Municipal Development Plan (“MDP”) is indicative of a need for the county to reassess its current approach (or lack thereof) to developing and maintaining a relationship with the Otipemisiwak Métis Government and its Métis communities.

The Otipemisiwak Métis Government and its interest in the Mackenzie County MDP

Involvement of the Otipemisiwak Métis Government in the development of the updated Mackenzie County MDP should have been immediate, early, and ongoing. The Otipemisiwak Métis Government, formally known as the Métis Nation of Alberta, represents more than 65 000 Métis Citizens across the province, 544 of which reside within Mackenzie County (primarily within Fort Vermilion and High Level). The Otipemisiwak Métis Government is the recognized government of the Métis Nation within Alberta as per the 2023 Métis Nation within Alberta Self-Government Recognition and Implementation Agreement (“MGRSA”) signed between the Government of Canada and the Métis Nation of Alberta, and is authorized by its Citizens to assert and advance the collectively-held Métis rights, interests, and claims of Métis in Alberta, including negotiating and arriving at agreements that advance, determine, recognize, and respect Métis rights.

The complete lack of consideration for Métis community members of Mackenzie County that went into this MDP in its current form is deeply concerning. Despite stating in section 2.2 of the MDP that a goal of Mackenzie County is to build relationships with Indigenous communities, the MDP makes no mention of



the significant contributions that have been made by Métis people to the communities that form Mackenzie County, nor does it mention or consider the potential impacts that the updated MDP may have on Métis community members' ability to practice their Aboriginal rights. This letter is intended to identify and explain specific concerns with the MDP, and explore potential solutions to those concerns.

History of the Métis in Mackenzie County

The Métis have played a key role in the history and development of the Mackenzie County area from as early as 1843, when Métis voyageur Michel Lizotte moved to the area to work for the Hudson's Bay Company.¹ Michel would marry a Métis woman by the name of Sophie Tourangeau between 1848 and 1850² and the two would establish their family in the Fort Vermilion area, eventually having thirteen children who all followed in their parents' footsteps and remained in and established their own families in the Fort Vermilion area. By 1877, "the family had moved to the north side of the river and established the settlement known as Buttertown (a reflection of the [Lizotte] family dairying) or more formally known as North Vermilion."³

Furthermore, the Lizotte family was not the only Métis family in the area, as evidenced by the significant scrip distribution that occurred in Fort Vermilion under the Walker-Cote Scrip Commission. Due to the unorganized and chaotic nature under which Métis scrip was distributed, records indicating exact numbers of scrip issued per community do not exist. However, during the Treaty 8 Commission from May 29, 1899 to September 23, 1899, 1 243 claims were investigated which resulted in 1 195 money scrip certificates and 48 land scrip certificates being issued.⁴ The commission arrived in Fort Vermilion on June 29, 1899 and remained there until August 1, 1899, with the secretary of the commission, Charles Mair, noting that they "had a very busy time, working late and early in order to get way by the first of August."⁵

The Otipemisiwak Métis Government's Concerns with the MDP

Section 1.6 of the MDP attempts to specifically outline Indigenous communities in Mackenzie County in two short paragraphs. These paragraphs omit Métis Indigenous communities entirely, seemingly suggesting that there are no Métis communities in Mackenzie County, despite the considerable

¹ Ferguson, Theresa A. *The Lizottes of Fort Vermilion and the Pre-1900 Evolution of a Métis Community*. Alberta History 56, no. 4. 2008. Page 1.

² Sources vary; "Michel Lizotte (1818-1917) / Sophie Tourangeau (1834-1920)." Red River Ancestry, <https://www.redriverancestry.ca/LIZOTTE-MICHEL-1818.php>. Updated January 26, 2016. Accessed January 24, 2024.; Ferguson, *Lizottes*, Page 1

³ Ferguson, *Lizottes*, Page 1

⁴ "Treaty 8 Commission - Commissions - Métis Scrip Records." Library and Archives Canada. (n.d.). <https://www.collectionscanada.gc.ca/metis-scrip/005005-3300-e.html>

⁵ Mair, Charles. *Through the Mackenzie Basin: a narrative of the Athabasca and Peace River treaty expedition of 1899*. Briggs, 1908. Page 72.



evidence that what is now Mackenzie County historically consisted heavily of a Métis population which contributed significantly to the building of community and culture particularly in the Fort Vermilion area.⁶ While the Fort Vermilion overview mentions the “long history of inhabiting the area” by the Beaver, Dene, and Cree, it completely omits Métis contributions to the community.⁷ Also of serious concern is the second paragraph outlining Indigenous communities, which states “[t]hese Nations...also use the amenities and services in Mackenzie County and support local development and expansion.”⁸ It is wildly inappropriate for Mackenzie County to assert there is absolute support of development and expansion by Indigenous nations when it has not consulted with the Otipemisiwak Métis Government or even included Métis in the list of Indigenous nations. The county cannot know whether it has Indigenous support of development and expansion until it has consulted with all Indigenous nations, which includes the Otipemisiwak Métis Government representing the Métis population.

Mackenzie County should reevaluate this section of the draft MDP and adjust it to better represent the Métis contributions and presence in the county. Furthermore, Mackenzie County must remove the assertion of support for expansion and development by generalized Indigenous nations – it is not the county’s place to speak on behalf of Indigenous nations and make baseless assertions of support on activities which have the potential to impose extreme impacts and restrictions on Métis peoples’ ways of life. Nor is it the place of any specific Indigenous nation to speak on behalf of all Indigenous peoples. If specific nations have indicated support for development and expansion, the county needs to be clear in their language and not generalize to all Indigenous nations within the county.

Moving on to section 3 of the draft MDP, section 3.1’s plan for economic diversification efforts could be further supported by the inclusion of exploring and forming Indigenous partnerships as an objective. Indigenous peoples such as the Métis have traditional economies supported by generations of knowledge that would be invaluable to the growth of the county’s economic foundation. By building a relationship with the Otipemisiwak Métis Government and thus with Métis communities within Mackenzie County all parties will be able to benefit from and support a healthy economy which values its Métis community members.

In terms of the county’s plan for tourism, outlined in section 3.3 of the draft MDP, the Otipemisiwak Métis Government is disappointed with the lack of consultation on such an obviously culturally-significant topic. The County is aware of this significance as it states at the beginning of section 3.3 that “a deep-rooted Indigenous presence and some of the earliest western settlement in the province has provided Mackenzie County with substantial cultural heritage.”⁹ This section poses a major concern for

⁶ Mackenzie County, *Mackenzie County Municipal Development Plan: 2023 | Public Circulation Draft*, 2023, Page 14.

⁷ Mackenzie County, *Mackenzie County*, Page 13.

⁸ Mackenzie County, *Mackenzie County*, Page 14.

⁹ Mackenzie County, *Mackenzie County*, Page 25.



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Métis Aboriginal rights-holders who utilize the area and depend on the consistency of resource availability. Specifically, the Otipemisiwak Métis Government needs to be involved in any plans to expand existing campgrounds or establish new campgrounds. Increased tourism has significant and unavoidable consequences on the surrounding land and environment such as air pollution from increased travel and occupation of the area, water pollution from increased water recreation activities and vehicles, noise pollution due to human presence, etc. Furthermore, the addition of space dedicated to tourism often directly takes that space from Indigenous land users who rely on it for sustenance and cultural practices.

Any plans which aim to increase tourism and therefore the demand on the land in Mackenzie County need to be developed in collaboration with the Otipemisiwak Métis Government as a potentially affected Indigenous nation who has a constitutional right to be consulted on government activities such as these.

Additionally, while the Otipemisiwak Métis Government is concerned with the potential impacts of increased tourism, it also acknowledges that tourism inherently presents valuable opportunities for education, community-building, and collaboration. In considering the future of tourism in Mackenzie County, there are opportunities for the county to collaborate with the Otipemisiwak Métis Government and codevelop Métis-focused tourist programs which will contribute to the growth of Mackenzie County's tourism sector.

Similar issues arise in section 4 and 5 of the draft MDP. Industrial expansion may be an interest of Mackenzie County but it cannot come at the expense of Aboriginal rights. Mackenzie County must consult with potentially affected Indigenous nations, which necessarily includes the Otipemisiwak Métis Government, on any decision which may impact Aboriginal rights-holders' ability to practice their Aboriginal rights. Mackenzie County does not have absolute authority over the lands contained within its borders and rather must work with other levels of government and legally protected rightsholders and stakeholders such as the Otipemisiwak Métis Government, which has rights as the representative of Métis Aboriginal people in Alberta under the 1982 *Constitution Act*. Thus, the county must consult with the Otipemisiwak Métis Government in determining how the land is used, especially when applying changes to those designated land uses.

Going forward, Mackenzie County is obligated to involve the Otipemisiwak Métis Government in any land use plans and land management plans that it wishes to develop from the onset of that development. Section 4 extensively discusses the conversion of land to farmland and preservation of land for agricultural uses. The lack of consideration for how Métis residents may be impacted by these policies is obvious and disappointing. For example, section 4.1 b) states that the County should create a framework for preserving lands which are identified as ecologically important as a part of the



Agricultural Lands Expansion Strategy; no thought is given to protecting lands which may be culturally important to Indigenous peoples but are not considered 'ecologically' important. To ensure that Métis Indigenous experiences are considered and protected, the Otipemisiwak Métis Government must be involved in the creation of these policies so that they are no longer overlooked by the county.

Furthermore, the county needs to address in greater detail how their plans for redesignation in various land use designations (such as residential to industrial, or the special planning area) will be supported and how the county plans to mitigate any impacts to Métis land users based on these changed designations. The county has the authority to protect the interests of various groups, as is evident in section 5.2.6 a) iii) which states that "[s]upport for mineral extractions shall be contingent on the mitigation or minimalization of the impacts upon adjacent land uses and soil, water, and farming operations."¹⁰ Similar wording and thought needs to be added to the draft MDP to protect the interests of Indigenous communities and community members against impacts to the way that they use the land by industrial projects such as that of agriculture. If the county may make certain industrial projects contingent on the ability of farmers to continue to engage in agricultural land uses unimpeded, they must apply similar contingencies on all proposed industrial projects based on the ability of Indigenous rights-holders to continue to engage in cultural land uses unimpeded. The 'rights' of farmers under AOPA do not supersede the constitutional rights of Canada's Aboriginal peoples as defined under s. 35 of the *Constitution Act (1982)*.

The intention of Mackenzie County expressed throughout the draft MDP to rezone multiple areas needs to be revisited through the lens of residents in those areas and specifically Métis residents of those areas. Potential impacts to those residents need to be identified and addressed, including potential impacts to resale value, how those residents can use their land, and whether those lands will be able to be developed for uses which are not industrial.

We have also identified some specific concerns with omissions present in Section 5.3. Section 5.3 discusses undeveloped and natural features but omits the importance of these lands to Indigenous community members. Wording must be added to protect traditional land uses of undeveloped areas and natural features for these Indigenous community members. Additionally, 5.3 g) must be modified to ensure that emergency response plans are developed not only in partnership with industry, but in partnership with Indigenous nations including the Otipemisiwak Métis Government.

Section 6 presents similar problems to the issues discussed with previous sections. Many Métis people call Mackenzie County their home and are deeply connected within the Mackenzie County community. The intersectional challenges that these community members face need to be considered by the county early, often, and intentionally. For topics such as safe communities, there are dangers faced by Métis community members that other community members do not face. Involvement of the Otipemisiwak

¹⁰ Mackenzie County, *Mackenzie County*, Page 41.



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Métis Government as a partner in the development of plans such as this is essential to ensure that these intersectional barriers and challenges are identified and addressed.

The underlying issues with this draft MDP discussed thus far culminate in section 7. The first paragraph of the section is revealing of the core concern that the Otipemisiwak Métis Government has with the way that this MDP has been approached by Mackenzie County; the intent to “build strong *relationships* with neighboring First Nations [and] Métis communities” but to develop “strong *partnerships* with local associations and non-profit organizations” is extremely problematic [emphasis added].¹¹ Overall, Mackenzie County needs to assess how they are currently approaching their relationships with Indigenous nations whose borders overlap with the county. The county needs to be more purposeful and proactive in building a *partnership* with the Otipemisiwak Métis Government, and it needs to be explicit in its intention to work with Indigenous partners including the Otipemisiwak Métis Government to identify and address their concerns and interests in collaboration with those of the county.

Conclusion

This letter has outlined preliminary concerns the Otipemisiwak Métis Government has identified with Mackenzie County’s 2023 draft MDP. Going forward, the Otipemisiwak Métis Government requests that Mackenzie County extends the review and comment period for this MDP so that both parties may meet to discuss the concerns we have outlined and to work together towards solutions for integrating better representation of Métis within the MDP and other municipal activities and initiatives the county may pursue.

¹¹ Mackenzie County, *Mackenzie County*, Page 56.



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The Otipemisiwak Métis Government appreciates Mackenzie County's recognition of responsibility to practice genuine reconciliation, and the importance of establishing and maintaining respectful relationships. We trust that Mackenzie County will continue to strive to fulfill its mandate to respect the public interest of all Mackenzie County residents.

Please contact the undersigned to begin the process of setting up a meeting at bpaul-alook@metis.org or (780) 841-9057. We look forward to meeting with you.

Sincerely,

Bobbi Paul-Alook
Fort Vermilion Métis District 15 Citizens' Representative
Secretary of Health and Seniors
Otipemisiwak Métis Government

cc: Theo Peters, Director of Consultation – Otipemisiwak Métis Government
Anna Ross, Consultation Engagement and Research Team Lead – Otipemisiwak Métis Government
Shawn Small, Planner – O2 Planning + Design
Josh Knelsen, Reeve, Ward 1 – Mackenzie County
Garrell Smith, Councillor, Ward 6 – Mackenzie County
Cameron Cardinal, Councillor, Ward 7 – Mackenzie County



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References

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- Mackenzie County. *Mackenzie County Municipal Development Plan: 2023 | Public Circulation Draft*. 2023.
- Mair, Charles. *Through the Mackenzie Basin: a narrative of the Athabasca and Peace River treaty expedition of 1899*. Briggs, 1908.
- “Michel Lizotte (1818-1917) / Sophie Tourangeau (1834-1920).” *Red River Ancestry*, <https://www.redriverancestry.ca/LIZOTTE-MICHEL-1818.php>. Updated January 26, 2016. Accessed January 24, 2024.
- “Treaty 8 Commission - Commissions - Métis Scrip Records.” *Library and Archives Canada*. (n.d.). Accessed January 24, 2024. <https://www.collectionscanada.gc.ca/metis-scrip/005005-3300-e.html>



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	DELEGATION Ridgeview School – Grade 6 Students

BACKGROUND / PROPOSAL:

Mrs. Karie Becker, Jr. High School Social Studies Teacher from Ridgeview School will be bringing in the Grade 6 class to sit and observe the Regular Council Meeting. The students would like to observe how the council meeting process works including the opening of a meeting and a few agenda items. The class will elect a Junior Reeve prior to attending the Council Meeting. The students will be asking Council a few questions in regards to municipal government.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

The grade 6 students were given an opportunity to present questions to Council, these included:

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	Policy COM001 Parks Caretaker Bonus - Rescind

BACKGROUND / PROPOSAL:

Parks Caretaker Bonus Policy COM001 was brought forward for review by the Community Services Committee.

The Policy came into effect in 2013 in order to establish procedures for applying a bonus to the County’s park caretakers.

The policy states a full bonus will be 25% of all the fees collected at the County Park up to a maximum of \$8,000

Location	Contract	2023 Revenue	Bonus Amount
Hutch Lake	\$30,000/season	\$23,764.88	\$5,941.22
Wadlin Lake	\$42,500/season	\$7,236.71	\$1,809.18
Machesis Lake	\$24,750/season	\$7,759.45	\$1,939.86
Location	Contract	2022 Revenue	Bonus Amount
Hutch Lake	\$30,000/season	\$23,183.43	\$5,796.61
Wadlin Lake	\$32,500/season	\$12,015.00	\$3,003.75
Machesis Lake	\$24,750/season	\$4,945.00	\$769.94
Location	Contract	2021 Revenue	Bonus Amount
Hutch Lake	\$30,000/season	\$25,865.00	\$6,466.25
Wadlin Lake	\$32,500/season	\$58,193.00	\$8,000.00
Machesis Lake	\$24,750/season	\$11,125.00	\$3,003.75

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

The Community Services Committee made a motion that a recommendation be made to Council to rescind Policy COM001 - Parks Caretaker Bonus.

OPTIONS & BENEFITS:

Option 1: To rescind Policy COM001 - Parks Caretaker Bonus.

Option 2: Table Policy COM001 - Parks Caretaker Bonus for more information.

COSTS & SOURCE OF FUNDING:

Although the Caretaker Bonus is built into the Operating budget, Administration is waiting to receive quotes/costs for obtaining 2024 season caretakers and may request a budget amendment at that time.

COMMUNICATION / PUBLIC PARTICIPATION:

All policies are shared on Mackenzie County's website for public information.

POLICY REFERENCES:

Policy COM001 - Parks Caretaker Bonus

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy COM001 Parks Caretaker Bonus be rescinded.

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

Mackenzie County

Title	Parks Caretaker Bonus Policy	Policy No:	COM001
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Legislation Reference	Municipal Government Act, Section 18
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<p>Purpose</p> <p>To establish procedures for applying a bonus to the County's park caretakers for exceptional work completed throughout a season.</p>

POLICY STATEMENT AND GUIDELINES

1. Definitions:

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

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

2. Bonus Structure:

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

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
 - 90% or above will receive full bonus
 - Each percentage below 90% receives 1% less of the bonus

- d) The Community Services Committee will receive administration recommendations on caretaker's bonus and review any additional information to determine the amount of bonus each park caretaker will receive.

3. Administrative Responsibility :

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

	Date	Resolution Number
Approved	24-Apr-13	13-04-259
Amended	13-Jan-15	15-01-021
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	Alberta Medical First Response (MFR) Financial Support – Budget Amendment

BACKGROUND / PROPOSAL:

Last year Council made the following motion in response to an internal review of the Alberta Medical First Response (MFR) Program and Mackenzie County’s participation.

23-01-012

That Mackenzie County invoices Alberta Health Services for all the 2022 Medical Co-Response calls and that Alberta Municipalities and Rural Municipalities of Alberta be carbon copied.

An invoice was produced with no payment to-date.

Administration has received a memorandum from Alberta Health Services informing Mackenzie County of MFR Direct Funding Support;

“The new stream of financial support is available to eligible MFR partner agencies starting immediately. This funding, totaling \$2.5M, is intended to offset some of the direct costs incurred by MFR partners delivering care in local communities alongside EMS.”

Administration contacted MFR representative for confirmation and understanding.

“For Mackenzie County, the total MFR financial support allocation will be \$13,030. Which includes \$8,058 under La Crete Fire Dept. and \$4,972 under Fort Vermilion Fire Dept.’

“Funding allocation is intended to be predictable year-to-year”

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

OPTIONS & BENEFITS:

Option 1 – Receive for information. Budget amendment will be brought forward during the Tax Rate Bylaw review

Option 2 – For Administration to come back with additional information.

COSTS & SOURCE OF FUNDING:

Operational Revenue - \$13,030

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Alberta Medical First Response (MFR) Financial Support – Budget Amendment discussion be received for information.

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

Date: January 19, 2024

To: Alberta Medical First Response Agency Coordinators

From: Alberta MFR Program

Subject: **MFR Financial Support**

The Alberta Medical First Response (MFR) Program is pleased to provide an update on the financial support available from Alberta Health Services. As part of the Alberta EMS Provincial Advisory Committee (AEPAC) Report, AHS has allocated funding for more direct support of MFR agencies, including expansion of the existing annual MFR Training & Equipment Fund and a framework for direct financial support.

MFR Training & Equipment Fund

As shared in September 2023, the annual fund administered since 2014 has increased to \$1.35M for 2023-2024. Eligibility for the fund also expanded to include medium, large and metro MFR agencies, municipalities and Indigenous communities. The MFR team is in the process of notifying applicants about their application status and funds will be paid before March 31, 2024.

AHS will begin accepting applications for the 2024-2025 Training & Equipment Fund in the spring of 2024. The fund details and application window will be shared by email and at AlbertaMFR.ca. All MFR agencies are encouraged to apply for funding to support local patient care and responder safety-related priorities.

MFR Direct Financial Support

The new stream of financial support is available to eligible MFR partner agencies starting immediately. This funding, totalling \$2.5M, is intended to offset some of the direct costs incurred by MFR partners delivering care in local communities alongside EMS.

Funding for 2023-2024 has been allocated among enrolled MFR agencies according to factors such as overall participation in life-threatening medical events and community size. AHS intends to disburse the funds before March 31, 2024. MFR agency leaders do not need to apply for this funding and will be contacted by the MFR team directly with the allocation amount and instructions to initiate disbursement. Funds will be allocated on an annual basis moving forward and will incorporate further stakeholder input on this process through the newly forming Alberta EMS Standing Committee.

Direct financial support for 2024-2025 is expected to be initiated in the 1st and 2nd quarters of the AHS fiscal year. The funding allocation is intended to be predictable year-to-year, using a formula that can be applied province-wide. Ongoing eligibility will require regular submission of

MFR patient care reports when applicable and agencies remaining in good standing with the Alberta MFR Program.

Eligible MFR agencies include those who are routinely responding to medical emergencies in their communities multiple times per week. Agencies that do not qualify will continue to be able to apply for meaningful financial support through the annual MFR Training & Equipment Fund to better meet their needs in supporting patient care.

For More Information

FAQs for the direct financial support model have been attached to this document. If you have any additional questions, please contact us at MFR@ahs.ca. The MFR team has also scheduled virtual quarterly regional updates for each zone starting in late January. Details for these virtual group meetings have already been shared with Agency Coordinators and we hope you will join us regularly to continue sharing information and your feedback with AHS.

MFRs play a vital role in the chain of survival and AHS is pleased to offer this financial support. Thank you for the continued partnership with EMS in your community!

Frequently Asked Questions – MFR Direct Financial Support

1. Why is AHS implementing MFR direct financial support?

As a key partner, AHS is committed to supporting MFR agencies in providing high-quality patient care throughout the province using various means. We recognize there are many expenses with MFR activity related to personnel, training, equipment, and supplies. The financial support is intended to offset some of the direct costs incurred by MFR partners delivering care in local communities alongside EMS.

2. How are funding allocation amounts determined?

The funding allocation is activity-based, considering the local rate of participation in life-threatening medical events using current EMS data and MFR response plans registered with the MFR Program. The allocation formula includes a 'base allocation' based on local activity as well as an additional 'top-up rate' which spreads out unallocated funding among agencies included in the community category (small, medium, large, metro).

3. Will allocated funds be the same every year?

Funding allocation is intended to be predictable year-to-year, using a formula that can be applied province-wide. The allocation formula includes a 'base allocation', which is expected to remain relatively stable, as well as an additional 'top-up rate', allocating the remaining funds among the agencies included in the community category (small, medium, large, metro). The top-up rate portion may fluctuate with changes to MFR agency participation in the province.

Ongoing eligibility will require active participation and enrolment in the MFR Program, including regular submission of MFR patient care reports when applicable and agencies remaining in good standing.

4. Why don't very small MFR agencies qualify for direct financial support?

A sliding scale has been developed to ensure smaller agencies are allocated a meaningful contribution for their MFR participation, but some regions do not have sufficient activity to support them in a meaningful way through this funding stream. With a funding model based on activity and community size, MFR agencies with fewer than one 9-1-1 medical event per week on average would not be eligible for a significant amount of direct financial support.

Instead, these partners are encouraged to apply for meaningful financial support through the annual MFR Training & Equipment Fund to better meet their needs.

5. How can I provide feedback on MFR direct financial support?

Funds will be allocated on an annual basis moving forward and will incorporate further stakeholder input on this process through the newly forming Alberta EMS Standing Committee. Feedback can also be shared directly with the MFR team during local engagements or by email at MFR@ahs.ca.

6. Do I need to apply for the MFR direct financial support?

No. Direct financial support for 2024-2025 is expected to be initiated in the 1st and 2nd quarters of the AHS fiscal year. Members of the MFR team will reach out to agency leaders directly with more information.

7. If my agency receives direct financial support, can I still apply for the MFR Training & Equipment Fund?

Yes. MFR Agencies are encouraged to apply for the annual MFR Training & Equipment Fund to support local patient care and responder safety-related priorities.

8. How will MFR agencies be paid?

The MFR team will connect with agency leaders directly to provide the information needed to initiate disbursement. AHS intends to issue payments before March 31, 2024.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	Generator and ATV Usage Within Campgrounds

BACKGROUND / PROPOSAL:

At the last Community Services Committee meeting a review of Bylaw 1037-16 Municipal Parks was conducted. Full recommendations to the bylaw will be presented at the February 13th Council meeting.

The subject of the use of generators and ATV’s generated discussion when the committee reviewed section.

5.8 Only the use of the quiet generators is permitted. This shall be at the discretion of the County.

The discussion focused on the “Noise” level created by both generators and ATV usage.

Prior to the actual bylaw amendment, administration has investigated other campgrounds and Parks and would like to present Council with options.

Options for rule 5.8 of Bylaw 1037-16 Municipal Parks

Generator Noise

1. Only the use of Inverter type Generators will be permitted within the campground or park.
2. Generator use will be limited to times between 9 and 11 a.m., and 5 to 7 p.m. within the campground or park.
3. Generator use will be limited to mid-day use only within the campground or park.

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

4. Generator use will be limited to times between 9 and 11 a.m., and 5 to 7 p.m. within the campground or park. All other hours, only Inverter type Generators will be permitted.
5. Generators being used in campgrounds must have sound limits of 60 dB from a distance of 50 feet at all times.
6. Generators without a muffler or prohibited within campground.
7. A soundproof enclosure around all generators must be in place before usage.

ATV Noise

1. ATV speed limit is not to exceed 10km/hour within campground.
2. All ATV's must have a muffler.
3. ATV's prohibited within campground.
4. ATV use will be limited to times between 9 and 11 a.m., and 5 to 7 p.m. within the campground or park.

OPTIONS & BENEFITS:

Option 1

Choose one or any combination of the above rules for implementation in the Municipal Parks Bylaw.

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Bylaw 1037-16 Municipal Parks

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Bylaw 1037-16 Municipal Parks be brought to a future council meeting with the amendments presented/as discussed.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Finance Controller
Title:	Policy ADM054 Fuel Usage - Amendment

BACKGROUND / PROPOSAL:

Administration has reviewed Policy ADM054 - Fuel Usage to ensure it is updated to current practice, as well as ensuring the County is protected from any improper usage.

Attached is the amended Policy for review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy ADM054 Fuel Usage be approved as presented/amended.

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

Mackenzie County

Title	Fuel Usage	Policy No:	ADM054
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Legislation Reference	MGA
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PURPOSE

To provide standard policy regarding the use of Mackenzie County issued fuel cards and Mackenzie County fuel.

POLICY STATEMENT

1. Statement:

Mackenzie County Council recognizes that in order for staff to carry out their duties, administration must have access to resources such as fuel. Mackenzie County Council wishes to establish a policy for fuel cards and access to Mackenzie County fuel to staff that requires fuel for work purposes.

Related Policies: ADM001 and ADM002

GUIDELINES

2. Definitions:

- a) "Fuel cards" – Mackenzie County issued fuel cards from various suppliers;
- b) "Mackenzie County fuel" – Fuel from tanks located at County shops and tanks designated for rural graders

3. Roles & Responsibility

- a) Mackenzie County employees shall have access to a fuel card or fuel key for shop fuel tanks if required to perform their duties as approved by the CAO, Director or designate.
- b) Employees attending out of town courses related to their work may have access to a fuel card at the request of their CAO, Director or designate.
- c) All employees using Mackenzie County fuel shall be required to keep accurate records and submit fuel sheets to the Finance department on a monthly basis.
- d) In the event that a fuel card is not available, an employee shall be reimbursed for fuel costs at the supervisor's discretion.

- e) House cards are not to be obtained, or used by County employees. See 3 d) above.
- f) Fuel card PIN information will not be shared with anyone.
- g) Fuel cards and Mackenzie County fuel may not be used for personal use.
- h) Non-adherence with the above clauses in this policy may result in disciplinary action by the appropriate authority.
- i) UFA “Link” fuel cards may be requested and issued, with full financial responsibility to the end user.
- j) Employees approved to have a fuel card shall sign a Fuel Cardholder Agreement.
- k) Management shall be responsible for monitoring compliance with this policy.
- l) Chief Administrative Officer or Designate shall oversee compliance with this policy.

	Date	Resolution Number
Approved	2014-12-08	14-12-878
Amended	2018-03-13	18-03-209
Amended	2024-01-31	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Budget Amendment – AWD 160M Graders X 3 (2023) Project

BACKGROUND / PROPOSAL:

During the January 9th, 2023 Council meeting, Council reviewed options to dispose of the 3 – 2019 160M Graders, and chose to utilize the increased buyback option proposed by Finning Canada.

Administration is requesting that the budget be amended to reflect the new funding source, as the original budget was proposed to fund the new graders with funding from the Vehicle & Equipment Reserve in the amount of \$882,651, and Municipal Sustainability Initiative grant of \$1,221,108.

OPTIONS & BENEFITS:

Reducing the amount required by the Municipal Sustainability Initiative grant, making the funds available for future projects.

COSTS & SOURCE OF FUNDING:

Municipal Sustainability Initiative grant - \$1,183,759
 Other Source (Finning Canada) - \$920,000

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2023 Capital Budget for the AWD 160M Graders X 3 (2023) Project be amended to reflect funding sources of Municipal Sustainability Initiative grant of \$1,183,759, and Other Source (Finning Canada) - \$920,000.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Self-Generated Revenue Rentals

BACKGROUND / PROPOSAL:

In the 2022 Capital Budget, Council approved the purchase of 2 – 10” Water Pumps with hoses to assist in overland flooding, and wildfire response. The budget for the pumps was approved for \$180,000 with funds coming from the General Capital Reserve. The actual cost to purchase the pumps was \$178,463.

Council had tasked administration to investigate options of self-generated revenue, to assist in offsetting some of the cost increases, where the pumps and other specialized equipment owned by the County may be utilized.

In the summer of 2023, administration was contacted by a third party on the availability of these pumps to assist in the wildfire response. Administration confirmed that the 2 pumps were not required by the County for municipal response, and were able to rent the pumps for a total revenue of \$400,562.

The rental of the 10” water pumps was not an anticipated request, and no revenue was identified in the 2023 budget. The original purchase of the 2-10” water pumps were funded by the General Capital Reserve, and administration is recommending that the full \$400,562 be allocated to the General Capital Reserve, not just the purchase price of \$178,463. Allocating all of this unanticipated self-generated revenue to a reserve, where funding can be utilized to assist in reducing the impact to ratepayers in future years budgets.

OPTIONS & BENEFITS:

Allocate the 10” pump self-generated revenue to its original funding source, including the additional revenue.

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

Benefit:

Allocating to the General Capital Reserve can be utilized to assist in reducing the impact to ratepayers in future years budgets.

COSTS & SOURCE OF FUNDING:

General Capital Reserve – 2022 in the amount of \$178,463

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That \$400,562 from the 2023 self-generated revenue rental of the 10” water pumps be allocated to the General Capital Reserve.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Provincial Education Requisition Credit Program 2023

BACKGROUND / PROPOSAL:

As part of the yearend function, administration reviews balances of accounts that are doubtful in collection.

In 2018 the Province released a grant administered by Municipal Affairs where:

“The Provincial Education Requisition Credit (PERC) provides municipalities with an education property tax credit equal to the uncollectable education property taxes on delinquent oil and gas properties.

PERC is scheduled to conclude after the 2023 tax year intake. The annual credits increased to \$30 million for the 2021/22 intake and \$15 million for each of the following 2 years. Municipalities are no longer required to write off uncollectable property taxes as bad debt to qualify for PERC credits.

Municipalities may apply for PERC retroactively to the 2015 tax year through to the 2023 tax year.

Municipalities may apply for both the PERC and the Designated Industrial Requisition Credit (DIRC) programs under a single application.”

As of the time of this report, there has been no update, or notification provided on if this program will be extended past 2023.

Municipal Affairs released a deadline of January 15th to receive Provincial Education Requisition Credit (PERC), and Designated Industrial Requisition Credit (DIRC) for the previous years. Administration submitted the required report, however a Council motion is required.

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

The Municipality is no longer required to write off tax rolls to complete the application, however if tax rolls are collected after the applications has been approved, the collected amount must be recorded on the application in the following year.

Administration followed up on some files where it was identified as doubtful in collection. These companies are no longer operational, insolvent, or in protection.

SCHEDULE “A”

Administration is recommending that the tax rolls identified in Schedule “A” in the amount of \$138,536.28 be written off as it is highly unlikely to be collected, and claim for PERC/DIRC credit as identified in the total amount of \$13,155.

SCHEDULE “B”

Administration is recommending that the tax rolls identified in Schedule “B” in the amount of \$2,660,766.18 be listed as bad debt, and claim for PERC/DIRC credit as identified in the total amount of \$409,654. These rolls identified as bad debt are being recommended to not be written off at this time.

If Council approves the Provincial Education Requisition Credit and Designated Industrial Requisition Credits for Schedule “A” & “B”, administration will file the council motion with Municipal Affairs.

OPTIONS & BENEFITS:

Option:

That the Tax Rolls as detailed in Schedule “A” be deemed as uncollectable, reflected as bad debt, and written off.

That the Provincial Education Requisition Credit and Designated Industrial Requisition Credits application for Tax Rolls as detailed in Schedule “B” be reflected as doubtful in collection, and filed.

Benefit:

Administration to make application under the Provincial Education Requisition Credit/Designated Industrial Requisition program for \$409,414 & \$13,395 (TTL \$422,800) respectively as a credit towards education taxes.

COSTS & SOURCE OF FUNDING:

All of Schedule “A”, and \$1,954,415 in Schedule “B” would be funded from the 2023 operating budget less the \$422,809 collected from the PERC/DIRC program. \$844,887

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

from Schedule "B" was included in the bad debt of \$4,701,473 identified in the 2022 financial statement.

If approved, the past 6 years applications Mackenzie County has collected \$1,378,829 in PERC, and \$29,828 totaling \$1,408,657 under this program.

In the event that payments are received for any tax rolls claimed under the PERC/DIRC program, administration will be required to report, and submit payments for previously claimed credits.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Tax Roll accounts as detailed in Schedule "A", be deemed as uncollectable, reflected as bad debt, and written off.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration apply for reimbursement under the 2023 Provincial Education Requisition Credit / Designated Industrial Requisition Credit Program as per Schedule "A" & Schedule "B" in the amount of \$422,809.

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

Schedule "A" PERC/DIRC Application

Roll	Uncollectable Taxes				PERC				DIRC			
	2023 Uncollectable	2022 Uncollectable	2021 Uncollectable	Total Uncollectable	2023 PERC	2022 PERC	2021 PERC	Total PERC	2023 DIRC	2022 DIRC	2021 DIRC	Total DIRC
084110	510.94	-	-	510.94	49.89	-	-	49.89	1.05	-	-	1.05
422006	532.30	-	-	532.30	72.30	-	-	72.30	-	-	-	-
071158	493.60	-	-	493.60	33.60	-	-	33.60	-	-	-	-
071159	466.68	-	-	466.68	6.68	-	-	6.68	-	-	-	-
071160	463.36	-	-	463.36	3.36	-	-	3.36	-	-	-	-
071162	466.68	-	-	466.68	6.68	-	-	6.68	-	-	-	-
071163	467.83	-	-	467.83	7.83	-	-	7.83	-	-	-	-
077701	515.47	-	-	515.47	55.47	-	-	55.47	-	-	-	-
081959	470.04	-	-	470.04	10.04	-	-	10.04	-	-	-	-
186822	52,772.73	-	-	52,772.73	2,808.02	-	-	2,808.02	285.20	-	-	285.20
192205	3,653.29	-	-	3,653.29	781.24	-	-	781.24	16.39	-	-	16.39
228374	576.80	-	-	576.80	114.40	-	-	114.40	2.40	-	-	2.40
295361	499.71	-	-	499.71	38.89	-	-	38.89	0.82	-	-	0.82
295365	13,151.81	-	-	13,151.81	1,017.16	-	-	1,017.16	69.27	-	-	69.27
410144	520.61	-	-	520.61	59.36	-	-	59.36	1.25	-	-	1.25
410461	25,329.77	-	-	25,329.77	2,126.56	-	-	2,126.56	132.44	-	-	132.44
410735	10,355.49	-	-	10,355.49	585.46	-	-	585.46	55.77	-	-	55.77
410736	530.17	-	-	530.17	68.73	-	-	68.73	1.44	-	-	1.44
410924	518.65	-	-	518.65	58.65	-	-	58.65	-	-	-	-
411113	1,696.54	-	-	1,696.54	362.80	-	-	362.80	7.61	-	-	7.61
422021	466.68	-	-	466.68	6.68	-	-	6.68	-	-	-	-
422044	462.22	-	-	462.22	2.22	-	-	2.22	-	-	-	-
422045	461.11	-	-	461.11	1.11	-	-	1.11	-	-	-	-
440049	461.11	-	-	461.11	1.11	-	-	1.11	-	-	-	-
440050	461.11	-	-	461.11	1.11	-	-	1.11	-	-	-	-
411116	1,868.46	-	-	1,868.46	192.32	-	-	192.32	9.57	-	-	9.57
077669	505.64	-	-	505.64	45.64	-	-	45.64	-	-	-	-
084284	6,745.03	-	-	6,745.03	1,442.39	-	-	1,442.39	30.27	-	-	30.27
410258	479.66	-	-	479.66	19.26	-	-	19.26	0.40	-	-	0.40
410430	505.62	-	-	505.62	44.68	-	-	44.68	0.94	-	-	0.94
410464	494.52	-	-	494.52	33.81	-	-	33.81	0.71	-	-	0.71
410672	3,318.37	-	-	3,318.37	709.62	-	-	709.62	14.89	-	-	14.89
410673	3,803.88	-	-	3,803.88	813.44	-	-	813.44	17.07	-	-	17.07
410703	3,081.89	-	-	3,081.89	659.05	-	-	659.05	13.83	-	-	13.83
410956	514.97	-	-	514.97	54.97	-	-	54.97	-	-	-	-
411127	913.54	-	-	913.54	195.35	-	-	195.35	4.10	-	-	4.10
	138,536.28	-	-	138,536.28	12,489.88	-	-	12,489.88	665.42	-	-	665.42

\$138,536.28
Uncollectable Taxes

\$12,489.88
PERC

\$665.42
DIRC

Schedule "B" PERC/DIRC Application

Roll	Uncollectable Taxes				PERC				DIRC			
	2023 Uncollectable	2022 Uncollectable	2021 Uncollectable	Total Uncollectable	2023 PERC	2022 PERC	2021 PERC	Total PERC	2023 DIRC	2022 DIRC	2021 DIRC	Total DIRC
087259	5,352.74	2,364.56	5,478.64	13,195.94	729.02	451.85	840.50	2,021.37	15.30	8.04	16.91	40.25
071149	481.19	-	-	481.19	21.19	-	-	21.19	-	-	-	-
071155	499.28	-	-	499.28	39.28	-	-	39.28	-	-	-	-
071156	490.99	-	-	490.99	30.99	-	-	30.99	-	-	-	-
071164	466.68	-	-	466.68	6.68	-	-	6.68	-	-	-	-
071166	491.88	-	-	491.88	31.88	-	-	31.88	-	-	-	-
077260	508.53	-	-	508.53	48.53	-	-	48.53	-	-	-	-
083636	504.46	-	-	504.46	44.46	-	-	44.46	-	-	-	-
083638	490.81	-	-	490.81	30.81	-	-	30.81	-	-	-	-
083641	467.83	-	-	467.83	7.83	-	-	7.83	-	-	-	-
083643	468.94	-	-	468.94	8.94	-	-	8.94	-	-	-	-
083647	504.60	-	-	504.60	44.60	-	-	44.60	-	-	-	-
084143	534.63	-	-	534.63	74.63	-	-	74.63	-	-	-	-
084174	526.87	-	-	526.87	66.87	-	-	66.87	-	-	-	-
084410	532.05	-	-	532.05	72.05	-	-	72.05	-	-	-	-
084411	530.16	-	-	530.16	70.16	-	-	70.16	-	-	-	-
084417	531.73	-	-	531.73	71.73	-	-	71.73	-	-	-	-
084418	523.47	-	-	523.47	63.47	-	-	63.47	-	-	-	-
084467	527.12	-	-	527.12	67.12	-	-	67.12	-	-	-	-
086886	512.75	-	-	512.75	52.75	-	-	52.75	-	-	-	-
086887	512.97	-	-	512.97	52.97	-	-	52.97	-	-	-	-
086888	512.75	-	-	512.75	52.75	-	-	52.75	-	-	-	-
086889	513.11	-	-	513.11	53.11	-	-	53.11	-	-	-	-
086891	467.83	-	-	467.83	7.83	-	-	7.83	-	-	-	-
086892	464.47	-	-	464.47	4.47	-	-	4.47	-	-	-	-
086902	506.14	-	-	506.14	46.14	-	-	46.14	-	-	-	-
086905	513.47	-	-	513.47	53.47	-	-	53.47	-	-	-	-
086906	512.65	-	-	512.65	52.65	-	-	52.65	-	-	-	-
086915	511.50	-	-	511.50	51.50	-	-	51.50	-	-	-	-
087144	512.18	-	-	512.18	52.18	-	-	52.18	-	-	-	-
087146	473.40	-	-	473.40	13.40	-	-	13.40	-	-	-	-
087147	463.36	-	-	463.36	3.36	-	-	3.36	-	-	-	-
087149	529.59	-	-	529.59	69.59	-	-	69.59	-	-	-	-
087196	475.62	-	-	475.62	15.62	-	-	15.62	-	-	-	-
087197	464.47	-	-	464.47	4.47	-	-	4.47	-	-	-	-
087198	463.36	-	-	463.36	3.36	-	-	3.36	-	-	-	-
087199	475.62	-	-	475.62	15.62	-	-	15.62	-	-	-	-
410288	2,486.54	-	-	2,486.54	534.13	-	-	534.13	-	-	-	-
410404	483.39	-	-	483.39	22.91	-	-	22.91	0.48	-	-	0.48
410407	483.39	-	-	483.39	22.91	-	-	22.91	0.48	-	-	0.48
410427	2,184.19	-	-	2,184.19	59.22	-	-	59.22	12.13	-	-	12.13
410460	490.32	-	-	490.32	29.70	-	-	29.70	0.62	-	-	0.62
410465	482.70	-	-	482.70	22.23	-	-	22.23	0.47	-	-	0.47

410502	1,420.61	-	-	1,420.61	303.79	-	-	303.79	6.38	-	-	6.38
410507	491.34	-	-	491.34	30.70	-	-	30.70	0.64	-	-	0.64
410546	4,618.38	-	-	4,618.38	992.07	-	-	992.07	-	-	-	-
410709	490.91	-	-	490.91	30.27	-	-	30.27	0.64	-	-	0.64
410972	506.21	-	-	506.21	46.21	-	-	46.21	-	-	-	-
411104	477.48	-	-	477.48	17.12	-	-	17.12	0.36	-	-	0.36
411118	490.91	-	-	490.91	30.27	-	-	30.27	0.64	-	-	0.64
411119	490.91	-	-	490.91	30.27	-	-	30.27	0.64	-	-	0.64
411120	490.91	-	-	490.91	30.27	-	-	30.27	0.64	-	-	0.64
411168	465.58	-	-	465.58	5.58	-	-	5.58	-	-	-	-
411260	463.36	-	-	463.36	3.36	-	-	3.36	-	-	-	-
422023	471.15	-	-	471.15	11.15	-	-	11.15	-	-	-	-
422038	558.32	-	-	558.32	98.32	-	-	98.32	-	-	-	-
422040	500.21	-	-	500.21	40.21	-	-	40.21	-	-	-	-
422041	507.53	-	-	507.53	47.53	-	-	47.53	-	-	-	-
422118	482.30	-	-	482.30	22.30	-	-	22.30	-	-	-	-
071161	463.36	249.31	-	712.67	3.36	2.45	-	5.81	-	-	-	-
080028	558.57	533.53	200.14	1,292.24	98.57	123.64	44.31	266.52	-	-	-	-
082757	465.58	203.61	-	669.19	5.58	3.33	-	8.91	-	-	-	-
083798	468.94	205.75	-	674.69	8.94	5.32	-	14.26	-	-	-	-
084104	1,151.67	1,159.82	422.73	2,734.22	68.23	82.02	26.44	176.69	6.18	6.30	2.28	14.76
084105	1,151.67	1,159.82	422.73	2,734.22	68.23	82.02	26.44	176.69	6.18	6.30	2.28	14.76
084106	1,151.67	1,159.82	422.73	2,734.22	68.23	82.02	26.44	176.69	6.18	6.30	2.28	14.76
084107	1,151.67	1,159.82	422.73	2,734.22	68.23	82.02	26.44	176.69	6.18	6.30	2.28	14.76
084108	1,151.67	1,159.82	422.73	2,734.22	68.23	82.02	26.44	176.69	6.18	6.30	2.28	14.76
086923	1,222.05	1,181.91	427.36	2,831.32	70.55	84.75	27.56	182.86	6.57	6.42	2.30	15.29
086924	1,222.05	1,181.91	427.36	2,831.32	70.55	360.45	27.56	458.56	6.57	6.42	2.30	15.29
086925	1,222.05	1,181.91	427.36	2,831.32	70.55	84.75	114.32	269.62	6.57	6.42	2.30	15.29
087346	465.58	203.61	-	669.19	5.58	3.33	-	8.91	-	-	-	-
087347	464.47	202.89	-	667.36	4.47	2.66	-	7.13	-	-	-	-
087348	464.47	202.89	-	667.36	4.47	2.66	-	7.13	-	-	-	-
087350	477.87	211.48	-	689.35	17.87	10.64	-	28.51	-	-	-	-
087351	470.04	206.48	-	676.52	10.04	5.99	-	16.03	-	-	-	-
087352	476.73	210.76	-	687.49	16.73	9.97	-	26.70	-	-	-	-
087353	462.22	201.47	-	663.69	2.22	1.34	-	3.56	-	-	-	-
087354	466.68	204.34	-	671.02	6.68	4.00	-	10.68	-	-	-	-
087355	476.73	210.76	-	687.49	16.73	9.97	-	26.70	-	-	-	-
208301	568.66	328.38	-	897.04	-	-	-	-	3.25	1.92	-	5.17
239074	1,072.69	651.22	-	1,723.91	50.61	37.69	-	88.30	5.83	3.58	-	9.41
296472	504.46	228.63	-	733.09	44.46	26.49	-	70.95	-	-	-	-
307622	78,897.63	75,643.06	28,173.61	182,714.30	4,001.92	4,705.48	1,582.96	10,290.36	427.52	414.80	152.96	995.28
410037	8,521.18	5,043.59	-	13,564.77	419.41	307.80	-	727.21	46.25	27.70	-	73.95
410038	9,250.96	5,460.97	-	14,711.93	434.17	334.42	-	768.59	50.33	31.53	-	81.86
410135	153,847.00	145,796.10	53,669.47	353,312.57	3,868.71	4,473.43	1,460.33	9,802.47	856.10	826.38	300.34	1,982.82
410284	492.85	442.94	148.54	1,084.33	32.17	39.11	11.78	83.06	0.68	0.70	0.24	1.62
410287	8,815.11	-	-	8,815.11	1,885.07	-	-	1,885.07	39.56	-	-	39.56
410406	-	485.06	274.54	759.60	64.08	77.48	39.24	180.80	1.34	1.38	0.79	3.51
410504	2,774.19	2,650.01	973.39	6,397.59	79.38	96.34	31.68	207.40	15.39	14.93	5.42	35.74

410505	2,761.98	2,637.42	964.49	6,363.89	76.77	93.23	30.52	200.52	15.33	14.88	5.37	35.58
410590	168,990.79	162,248.64	61,071.49	392,310.92	6,041.17	7,242.98	2,446.72	15,730.87	930.15	906.40	337.24	2,173.79
410690	478.43	423.70	159.33	1,061.46	18.05	21.59	7.25	46.89	0.38	0.38	0.15	0.91
410696	2,740.99	-	-	2,740.99	314.48	-	-	314.48	13.85	-	-	13.85
410835	500.65	412.97	-	913.62	39.81	43.35	-	83.16	0.84	0.77	-	1.61
411100	477.48	422.70	157.25	1,057.43	17.12	20.68	6.75	44.55	0.36	0.37	0.13	0.86
411101	-	-	366.57	366.57	-	-	15.74	15.74	-	-	0.31	0.31
411102	-	-	368.76	368.76	-	-	15.84	15.84	-	-	0.32	0.32
411103	-	-	366.58	366.58	-	-	15.74	15.74	-	-	0.31	0.31
411106	477.48	422.70	156.26	1,056.44	17.12	20.68	6.71	44.51	0.36	0.37	0.13	0.86
411107	477.48	422.70	155.20	1,055.38	17.12	20.68	6.67	44.47	0.36	0.37	0.13	0.86
411121	2,128.70	2,059.29	755.61	4,943.60	113.83	137.83	45.76	297.42	11.50	11.23	4.08	26.81
411122	1,321.22	1,315.86	561.56	3,198.64	58.43	70.56	25.61	154.60	7.21	7.29	3.09	17.59
411123	1,833.76	1,757.84	642.75	4,234.35	64.47	78.26	25.62	168.35	10.10	9.82	3.56	23.48
411272	490.11	438.99	170.95	1,100.05	29.49	35.52	12.16	77.17	0.62	0.63	0.24	1.49
411273	490.11	438.99	146.64	1,075.74	29.49	35.52	10.43	75.44	0.62	0.63	0.21	1.46
411274	2,845.01	2,822.94	1,218.13	6,886.08	73.73	88.73	32.42	194.88	15.82	15.99	6.82	38.63
411275	2,845.01	2,822.94	1,218.13	6,886.08	73.73	88.73	32.42	194.88	15.82	15.99	6.82	38.63
411276	-	-	1,010.23	1,010.23	-	-	70.09	70.09	-	-	5.41	5.41
411277	490.11	438.99	169.87	1,098.97	29.49	35.52	12.08	77.09	0.62	0.63	0.24	1.49
411278	1,427.44	1,425.94	590.30	3,443.68	73.73	88.73	31.36	193.82	7.73	7.82	3.21	18.76
411279	1,734.76	1,728.81	723.90	4,187.47	73.73	88.73	31.63	194.09	9.48	9.59	3.98	23.05
411280	2,845.01	2,822.94	1,218.13	6,886.08	73.73	88.73	32.42	194.88	15.82	15.99	6.82	38.63
411281	-	-	371.41	371.41	-	-	26.42	26.42	-	-	0.53	0.53
411282	1,094.11	1,097.41	461.53	2,653.05	73.73	88.73	32.02	194.48	5.83	5.90	2.48	14.21
411283	3,181.24	3,154.25	1,349.00	7,684.49	73.73	88.73	376.52	538.98	17.74	17.93	7.58	43.25
411284	1,511.53	1,508.77	629.18	3,649.48	73.73	88.73	31.56	194.02	8.21	8.30	3.44	19.95
411286	490.11	438.99	170.00	1,099.10	29.49	35.52	12.09	77.10	0.62	0.63	0.24	1.49
411287	1,094.11	1,097.41	461.53	2,653.05	73.73	88.73	32.02	194.48	5.83	5.90	2.48	14.21
411290	892,897.37	603,573.09	21,203.44	1,517,673.90	190,942.09	149,254.44	4,718.35	344,914.88	4,006.90	2,656.63	94.94	6,758.47
422022	462.22	206.82	-	669.04	2.22	1.38	-	3.60	-	-	-	-
422048	466.68	251.67	-	718.35	6.68	4.93	-	11.61	-	-	-	-
440004	491.59	183.56	-	675.15	31.59	15.66	-	47.25	-	-	-	-
440005	487.91	181.62	-	669.53	27.91	13.86	-	41.77	-	-	-	-
440012	470.04	172.07	-	642.11	10.04	4.99	-	15.03	-	-	-	-
440013	471.15	172.68	-	643.83	11.15	5.55	-	16.70	-	-	-	-
440014	464.47	169.08	-	633.55	4.47	2.22	-	6.69	-	-	-	-
440047	462.22	248.31	-	710.53	2.22	1.65	-	3.87	-	-	-	-
Totals	1,422,607.58	1,049,006.32	189,152.28	2,660,766.18	214,798.29	169,670.61	12,455.36	396,924.26	6,638.38	5,096.16	995.22	12,729.76

\$2,660,766.18
Uncollectable Taxes

\$396,924.26
PERC

\$12,729.76
DIRC



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	2023 Uncollectible Taxes

BACKGROUND / PROPOSAL:

As part of the yearend reconciliation, administration reviews and identifies tax rolls that are deemed uncollectable. Administration has included tax rolls that have been confirmed by Legal consultation to be uncollectable.

Administration continues to promote tax payment options to residents, and continues to undertake a full tax roll review.

Attached is Schedule “A” listing all tax rolls with balances that administration is requesting to be written off for the 2023 year totaling \$2,757,787.01. This balance is made up from uncollectible taxes that were funded through bad debt in previous financial budgets.

The Provincial Education Requisition Credit Program (PERC) and Designated Industrial Requisition Credit (DIRC) applications have been filed in previous years against these tax rolls.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget
 Doubtful in previous financial Budgets

Author: J.Veenstra **Reviewed by:** J. Batt **CAO:** D. Derksen

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

FIN009 – Payment, Refund and Cancellation of Taxes

RECOMMENDED ACTION:

MOTION 1

Simple Majority Requires 2/3 Requires Unanimous

That the Tax Roll accounts as detailed in Schedule “A” in the amount of \$2,757,787 previously identified as bad debt, approved under the Provincial Education Requisition Credit / Designated Industrial Requisition Credit Program previously, be deemed as uncollectable, and written off.

Author: J.Veenstra **Reviewed by:** J. Batt **CAO:** D. Derksen

Schedule "A" 2022 & Earlier Bad Debt

Uncollectable Bad Debt / Claimed Prior

Roll	2022 Uncollectable	2021 Uncollectable	2020 & prior Uncollectable	Total Uncollectable
071158	443.17	439.37	1,556.47	2,439.01
071159	408.64	407.83	1,472.38	2,288.85
071160	404.30	403.92	1,461.98	2,270.20
071162	408.64	407.83	1,472.38	2,288.85
071163	410.04	409.17	1,475.91	2,295.12
077701	471.39	462.99	1,617.40	2,551.78
081959	412.94	411.79	1,482.84	2,307.57
186822	50,800.15	49,616.73	169,527.99	269,944.87
192205	3,699.46	3,591.05	36,169.58	43,460.09
228374	548.41	532.86	3,560.69	4,641.96
295361	451.58	446.07	1,927.73	2,825.38
295365	13,086.42	13,204.02	48,287.74	74,578.18
410144	478.83	471.40	2,718.03	3,668.26
410461	25,319.60	25,307.93	91,890.54	142,518.07
410735	9,989.03	10,149.03	37,617.44	57,755.50
410736	489.90	481.53	3,025.56	3,996.99
410924	475.50	468.69	1,634.53	2,578.72
411113	1,769.52	1,739.30	15,248.87	18,757.69
422021	408.64	407.83	1,472.38	2,288.85
422044	402.89	402.63	1,458.39	2,263.91
422045	401.45	401.29	1,455.02	2,257.76
440049	401.45	401.29	1,455.02	2,257.76
440050	401.45	401.29	1,455.02	2,257.76
083642	-	-	1,234.02	1,234.02
084140	-	-	1,234.02	1,234.02
084387	61,573.64	581,606.34	1,362,112.20	2,005,292.18
182860	-	496.82	1,807.96	2,304.78
291535	-	225.64	806.43	1,032.07
071161	-	405.25	1,376.44	1,781.69
208301	-	523.64	1,905.45	2,429.09
239074	-	1,064.50	3,889.59	4,954.09
410037	-	8,133.81	27,455.12	35,588.93
410038	-	8,715.87	29,094.80	37,810.67
422022	-	401.29	1,362.91	1,764.20
422048	-	406.54	1,380.88	1,787.42
440047	-	402.63	1,367.31	1,769.94
410287	3,984.11	-	-	3,984.11
410696	2,326.67	-	-	2,326.67
Total	179,967.82	713,348.17	1,864,471.02	2,757,787.01

\$2,757,787.01

Uncollectable Taxes Previously Funded



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	2023 Uncollectible Utility and Accounts Receivable Accounts

BACKGROUND / PROPOSAL:

As part of the yearend reconciliation, administration reviews and identifies accounts that are deemed uncollectable. A majority of this list is from previous years, and no write offs were undertaken to date in 2023. Administration has exhausted all reasonable collection efforts, with outstanding amounts no longer collectable.

Attached is Schedule #1 which lists utility amounts of \$1,088.00 that was not previously identified as bad debt, and administration is requesting to be written off.

Attached is Schedule #2 which lists accounts receivable amounts of \$51,022.63 that was previously identified as bad debt, and administration is requesting to be written off.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget
 Doubtful in previous financial budgets

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

Author: J.Veenstra **Reviewed by:** J. Batt **CAO:** D. Derksen

POLICY REFERENCES:

FIN011 – Accounts Receivable/Utility Collections

RECOMMENDED ACTION:

MOTION 1

Simple Majority Requires 2/3 Requires Unanimous

That the outstanding amount of \$1,088.00 in Schedule #1 for utility accounts be written off.

MOTION 2

Simple Majority Requires 2/3 Requires Unanimous

That the outstanding amount of \$51,022.63 in Schedule #2 for accounts receivable be written off.

Author: J.Veenstra **Reviewed by:** J. Batt **CAO:** D. Derksen

Mackenzie County

Title	ACCOUNTS RECEIVABLE / UTILITY COLLECTION	Policy No.	FIN011
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Legislation Reference	Municipal Government Act, Section 208 1 (g)
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Purpose

To promote and encourage the timely payment of all receivable accounts, and to pursue delinquent accounts in a prudent and diligent manner.

POLICY STATEMENT AND GUIDELINES

OBJECTIVES

To provide policy guidance for the collection of payments for all receivable accounts including water, sewer, waste collection services, fire services, and any other fees as per the Fee Schedule Bylaw.

To impose a consistent and effective method of collection action for ratepayers who fail to pay their utility and receivable accounts.

All accounts with a balance outstanding after 30 days will be subject to a penalty of 2% per month.

PROCEDURE

Accounts Receivable

On a weekly basis, receivable invoices shall be generated. The Accounts Receivable clerk shall take every step to ensure that these billings are accurate.

The Accounts Receivable clerk shall ensure that the invoice is as per the Fee Schedule Bylaw, and approved by designated signing officers.

All invoices generated that have 3rd party charges shall include the back up for the charges stated.

Uncollectable balances may be transferred to an applicable tax roll if allowable under the MGA or may be referred to a collection agency for collection of the outstanding balance.

After administration has exhausted all reasonable collection efforts, administration may at the approval of the CAO write off unrecoverable amounts outstanding on accounts of less than \$250.00

- i) in excess of 365 days,
- ii) for those accounts that cannot be transferred to taxes.

A list of all accounts written off shall be presented to the Committee of the Whole at the first meeting following such write-offs.

Utility Accounts

On a monthly basis, utility invoices shall be generated. The Utilities clerk shall take every step to ensure that these billings are accurate.

All connection and disconnection notices, as provided by the field staff and/or requests from the customers, shall be reflected in the billings. Upon receipt of a disconnection notice and/or a new connection from a customer, the Utilities/Accounts Receivable clerk shall make adjustments to reflect the change in status, then prepare a statement of account for the user advising of the account balance and requesting a payment in conjunction with the monthly billing.

At the close of each month and with the reconciliation of the utility subledger, as directed by the Finance Controller (FC), the Utilities clerk shall review the aged analysis report and identify those accounts that have a balance owing from the statement date of the invoice and proceed as follows:

Metered Users

Arrears period	Action
Over 30 days outstanding from due date	Send a past due first notice advising customer of his/hers outstanding balance.
Over 60 days outstanding from due date	<p>Advise FC of the balance outstanding of over 60 days. Prepare and send a registered past due final notice within the first week of a month signed by FC allowing 14 calendar days to pay.</p> <p>Send a Door Tag request to the applicable Water Treatment Plant to the attention of the Utilities Officers for distribution to the affected properties.</p> <p>After 60 days outstanding, the account deposit shall be applied against the utility account for payment. A new deposit as per the Fee Schedule Bylaw shall be required prior to reconnecting once account is paid in full.</p>

<p>Over 74 days outstanding from due date</p>	<p>A list outlining all accounts with a balance outstanding over 74 days shall, along with completed Disconnection Authorization Forms for each account, be submitted to Chief Administrative Officer (CAO) and/or Designated Officer within fourth week of a month for approval to disconnect.</p> <p>Utilities clerk shall submit the Disconnection Authorization Forms signed by CAO and/or Designated Officer to the Utilities Officer. Outstanding amounts for accounts in arrears over 104 days may be transferred to taxes at the approval of the CAO.</p> <p>Utilities Officer must disconnect the utility within 24 hours of receiving the Disconnection Authorization.*</p>
<p>Over 90 days outstanding from due date</p>	<p>Uncollectable balances to be transferred to an applicable tax roll as authorized through the Utility Account Move in Form signed by the landowner, or may be referred to a collection agency for collection of the outstanding balance.</p>
<p>Over 365 days outstanding from due date</p>	<p>After administration has exhausted all reasonable collection efforts, administration may at the approval of the CAO write off unrecoverable amounts outstanding on accounts of less than \$250.00</p> <ul style="list-style-type: none"> iii) in excess of 365 days, iv) for those accounts that cannot be transferred to taxes. <p>A list of all accounts written off shall be presented to the Committee of the Whole at the first meeting following such write-offs.</p>

*Disconnections during winter – if Utilities Officer has reasons to believe that the disconnection may create technical difficulties, the Utilities Officer shall notify CAO and/or Designated Officer in writing within 24 hours of receiving the Disconnection Authorization.

Utility deposits may be transferable.

Utility deposits received, shall be returned to renters that have been in good standing for a period of one year, or the balance remaining upon cancellation of utilities by the customer.

Cardlock Users

All water cards accounts with the outstanding balance past 60 (sixty) days shall be deactivated.

After 60 days outstanding, the deposit will be applied against the water card account for payment, and will require a new deposit as per the Fee Schedule Bylaw, prior to reconnecting once account is paid in full.

No card shall be reconnected until a payment in full is received and a deposit amount paid.

Reconnections

No reconnection or resumption of service shall be made until a payment for the full outstanding amount is made plus deposit and the applicable reconnection fee as established by the County's Water & Sewer Services Bylaw and/or Fee Schedule Bylaw.

Utilities clerk shall complete and submit a Reconnect Authorization to the applicable Water Treatment Plant to the attention of a Utilities Officer.

Administrative Responsibilities

Chief Administrative Officer or Designate shall be responsible for monitoring compliance with this policy.

	Date	Resolution Number
Approved	1998-10-14	98-312
Amended	2011-11-08	11-11-908
Amended	2013-01-15	13-01-032
Amended	2014-10-14	14-10-676
Amended	2015-08-11	15-08-546
Amended	2018-01-09	18-01-030
Amended	2019-05-07	19-05-304
Amended	2022-02-07	23-02-124

SCHEDULE #1

Customer ID	Amount	Penalties	TOTAL	2022 Doubtful	2023 New Debt	INVOICE YEAR	EXPLANATION
102050.08	\$1,049.51	\$38.49	\$1,088.00	\$0.00	\$1,088.00	2022-2023	VARIOUS ATTEMPTS TO ENTER INTO PAYMENT AGREEMENT PRIOR TO BEING NOTIFIED PROPERTY WAS SOLD MID 2023.
TOTAL			\$1,088.00				

SCHEDULE #2

Customer ID	Amount	Penalties	TOTAL	2022 Doubtful	2023 New Debt	INVOICE YEAR	EXPLANATION
006578	\$0.00	\$5,016.73	\$5,016.73	\$5,016.73	\$0.00	2015, 2021	FINANCE CHARGES FROM 2015 INVOICE. (all invoices have been paid)
000231	\$37,603.15	\$6,204.51	\$43,807.66	\$43,807.66	\$0.00	2017-2021	FORT VERMILION AIRPORT LEASE
010404	\$1,000.00		\$1,000.00	\$1,000.00	\$0.00	2020	FIRE INVOICE - VEHICLE INCIDENT
008410	\$1,150.24	\$48.00	\$1,198.24	\$1,198.24	\$0.00	2020-2021	PERMITS UNCOLLECTIBLE
TOTAL			\$51,022.63				



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Disaster Recovery Program – 2020 Update January 2024 Report

BACKGROUND / PROPOSAL:

Administration has submitted 17 projects from the 2020 Overland Flood under the Disaster Recovery Program.

Administration has received 2 additional project funding approval letters - Project 8 & 11 attached.

Project #	Project Name	Municipal Claim	Eligible Expense	Difference +/-	Note
1	Emergency Operations	\$790,530.83	\$788,444.17	-\$2,086.66	50/50 shared expense on tangible items
1.2	Temporary Housing	\$1,344,022.03	\$1,344,022.03	\$0.00	N/A
1.3	Communications	\$230,771.94	\$230,771.94	\$0.00	N/A
1.4	Engineering, Surveying & Assessment	\$163,240.57	\$163,240.57	\$0.00	N/A
4	Buttertown Road Repair	\$145,000	\$123,000	-\$22,000.00	Additional culverts added to road repair, and access
6	Beaver Ranch Road	\$406,240.93	\$406,240.93	\$0.00	N/A
8	DA Thomas Park Restoration	\$46,792.00	\$41,114.50	-\$5,677.50	Concrete pads considered enhancements by engineer. DRP covered 70% of the cost

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

9	Hamlet Ditch Debris removal and Cleaning	\$29,013.98	\$29,013.98	\$0.00	N/A
11	Hamlet Walking Trail including Bridge repairs	\$20,075.41	\$20,075.41	\$0.00	N/A
12	Atlas Well at La Crete	\$12,164.25	\$12,164.25	\$0.00	N/A
13	Incremental Staffing	\$127,582.37	\$127,308.37	-\$274.00	Hour calculation
14	Recovery Contracts	\$198,051.00	\$198,051.00	\$0.00	N/A
24	Site Preparation and Remediation (Interim Housing)	\$555,395.49	\$553,446.13	-\$1,949.36	Utility costs
1.5	Evacuation – Hotels/Meals	\$727,926.14	\$702,209.11	-\$25,717.03	Meal/Hotels
TOTAL		\$4,796,806.94	\$4,739,102.39	-\$57,704.55	

There are currently 4 projects outstanding, 3 of which are complete and awaiting audit results. The remaining project is the Watermains and Sewer main project that will be completed in 2024.

Administration will continue to update Council when additional Payment Summary reports are received.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Disaster Recovery Program

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2020 Disaster Recovery Program January 2024 update report be received for information.

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



December 5, 2023



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

Dear Jennifer:

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

I am writing to advise that the Disaster Recovery Program has received your request for \$46,792.00. As you have a remaining advance of \$302,012.11, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
8	DA Thomas Park Restoration	\$46,792.00	\$41,114.50
Total		\$46,792.00	\$41,114.50

Outstanding Advance	\$302,012.11
Advance Outstanding after current reconciliation	\$260,897.61
Total Payment Forthcoming	0.00

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

Sincerely,

Rick Melnychuk
Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments

December 5, 2023

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



Dear Jennifer:

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

I am writing to advise that the Disaster Recovery Program has received your request for \$20,075.41. As you have a remaining advance of \$322,087.52, no payment will be forthcoming. A payment summary listing all eligible costs is enclosed.

Project Number	Project Description	Amount Submitted	Amount Eligible
11	Hamlet Walking Trail including Bridge Repairs	\$20,075.41	\$20,075.41
Total		\$20,075.41	\$20,075.41

Outstanding Advance	\$322,087.52
Advance Outstanding after current reconciliation	\$302,012.11
Total Payment Forthcoming	0.00

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

Sincerely,

Rick Melnychuk
Manager, Community Recovery Services
Alberta Emergency Management Agency

Attachments



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Members at Large Expense Claims

BACKGROUND / PROPOSAL:

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

A copy of the following Member at Large Expense Claim will be presented at the meeting:

Month	Board/Committee	Name
December	Municipal Planning Commission	Stephanie Gorcholski

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Operating Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

Author: T. Thompson **Reviewed by:** L. Flooren **CAO:** D. Derksen

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 Claim for December 2023 be received for information.

Author: T. Thompson **Reviewed by:** L. Flooren **CAO:** D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1320-24 Land Use Bylaw Amendment to Rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

The applicant is proposing to rezone 4.55 HA (11.24 Ac) from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

The reason for the rezoning is to allow for the development of a subdivision to accommodate 58 lots for manufactured home development, which is not permitted in the current Land Use District.

The purpose of the Manufactured Home Subdivision (MHS) district is to permit the development of larger, newer manufactured homes on subdivided lots in urban areas.

Currently the proposed area for rezoning is empty. The proposed area for rezoning is intended for general commercial uses, according the La Crete Area Structure Plan (2013). The La Crete Area Structure Plan is to be updated this year. The aim of the ongoing assessment and amendment of the La Crete Area Structure Plan is to provide more housing options. Please see attached map.

According to the Land Use Bylaw 1066-17, Section 9.23.3 states:

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D. Derksen

Regulations

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

Regulation	Standard
Min. Lot Dimensions	
Width	16.8m (55.0ft)
Depth	33.5m (110.0ft)
Min. Dwelling Size	
Width	4.9m (16.0ft)
Regulation	
Length	18.3m (60.0ft)
Min. Setback	
Yard – Exterior Side	3.1m (10.0ft)
Yard – Interior Side	1.5m (5.0ft)
Yard – Rear	2.4m (8.0ft) with overhead utility servicing 1.5m (5.0ft) with underground utility servicing
Required. Setback	
Yard – Front	7.6m (25.0ft)

Proposed Bylaw 1320-24 was presented to the Municipal Planning Commission on January 10, 2024 where the following motion was made:

MPC 24-01-007 **MOVED** by Peter Braun

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

CARRIED

OPTIONS & BENEFITS:

Options are to recommend approval, not recommend approval or table for more information.

Author: J Wiebe Reviewed by: C Smith CAO: D. Derksen

COSTS & SOURCE OF FUNDING:

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

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 LUB requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1320-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”, to accommodate the development of a subdivision to accommodate 58 lots for manufactured home development, subject to public hearing input.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1320-24
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 Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

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 SE-16-106-15-W5M

Within Mackenzie County, be rezoned from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

READ a first time this ____ day of _____, 2024.

PUBLIC HEARING held this ____ day of _____, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

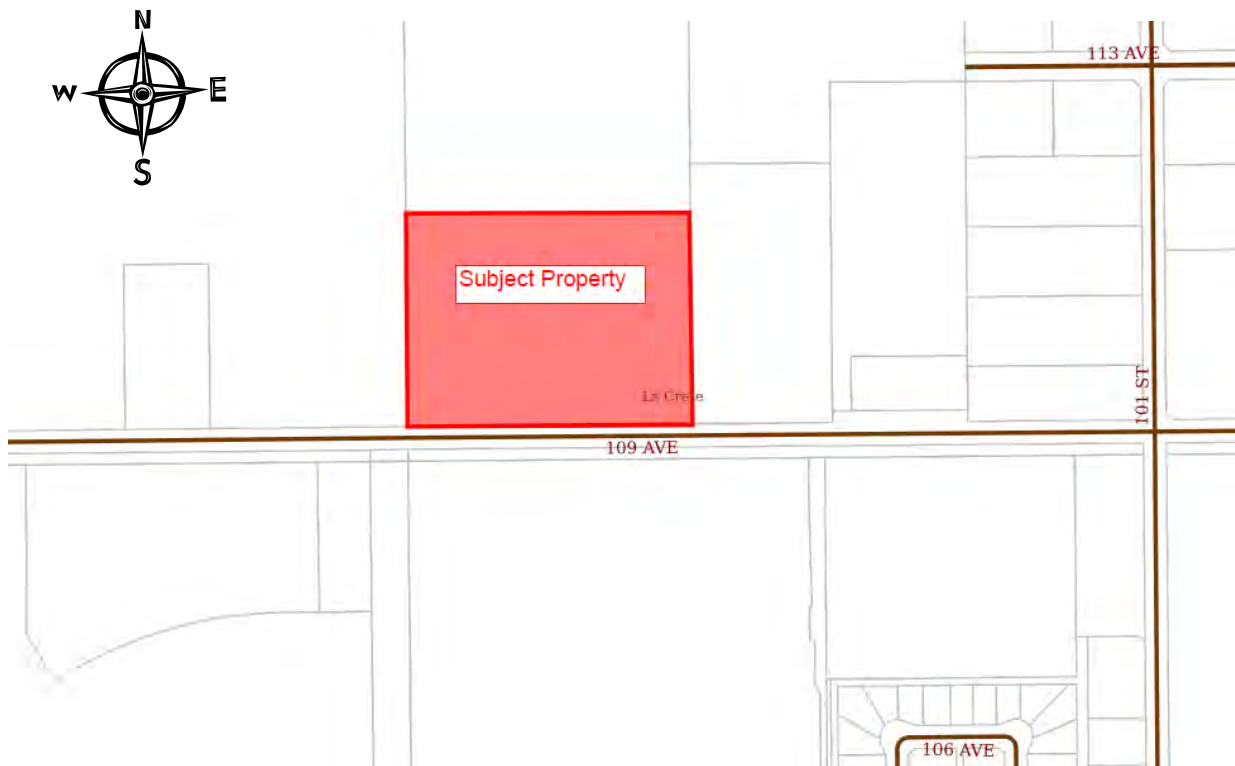
Josh Knelsen
Reeve

Darrel Derksen
Chief Administrative Officer

BYLAW No. 1320-24

SCHEDULE "A"

1. That the land use designation of the following property known as Part of SE-16-106-15-W5M within Mackenzie County, be rezoned:



FROM: La Crete Light Industrial "LC-LI"

TO: Manufactured Home Subdivision "MHS"

Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

AS of Jan 1, 2024.

Name Of Applicant
Section 17 (1)

Address:

City/Town
Section 17 (1)

Postal Code Section 17 (1)	Phone	Cell Section 17 (1)
--------------------------------------	-------	-------------------------------

Applicant Email
Section 17 (1)

Complete only if different from Applicant

Name of Registered Owner

Address:

City/Town

Postal Code	Phone	Cell
-------------	-------	------

Owner Email

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
SE	16	106	16	5				

Civic Address: **Range 15 JW**

Land Use Classification Amendment Proposed:

From: ~~Agriculture~~ **Life Industrial** To: **MHS**

Reasons Supporting Proposed Amendment:

Manufactured Home subdivision, create SF lots for development.

I have enclosed the required application fee of: **975.89** **Section 17 (1)** Receipt No.: **303045**

X Applicant Signature _____ Date **2023-12-20**

Registered Owner Signature _____ Date _____

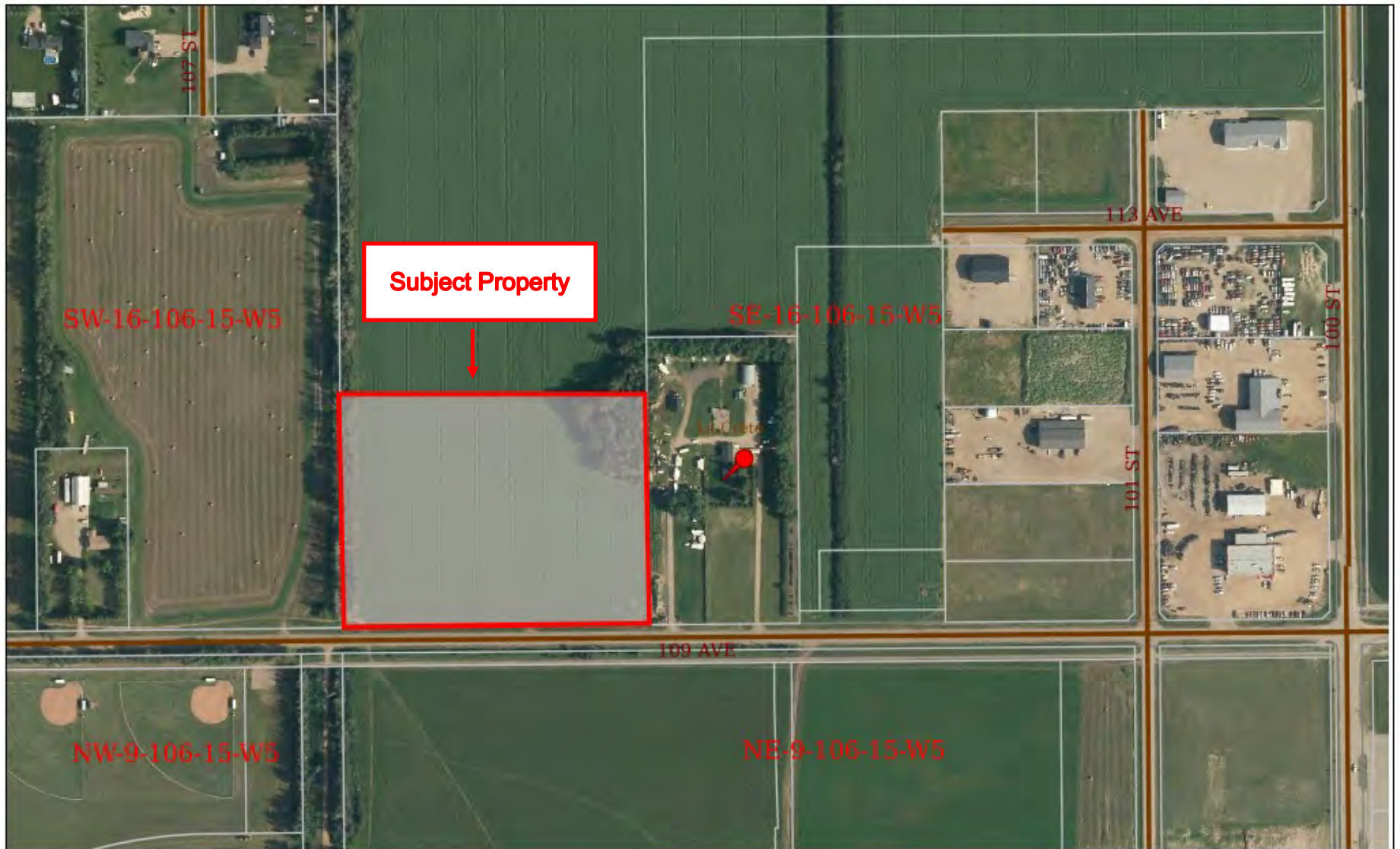
NOTE: Registered Owner's signature required only if different from applicant




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

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

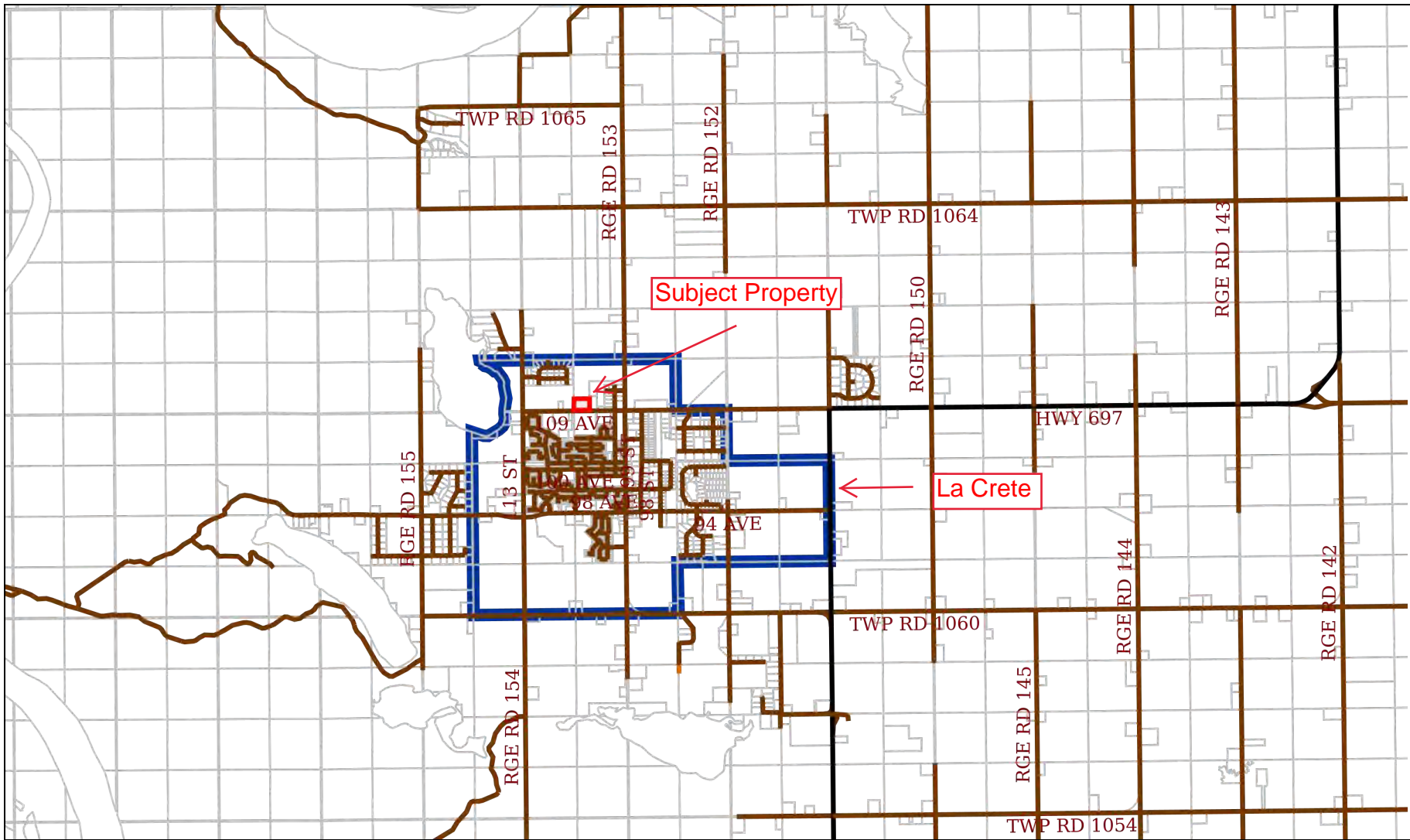


Phone: (780) 927-3718
Fax: (780) 927-4266
Email: planning@mackenziecounty.com
www.mackenziecounty.com






 Scale 1: 4,392

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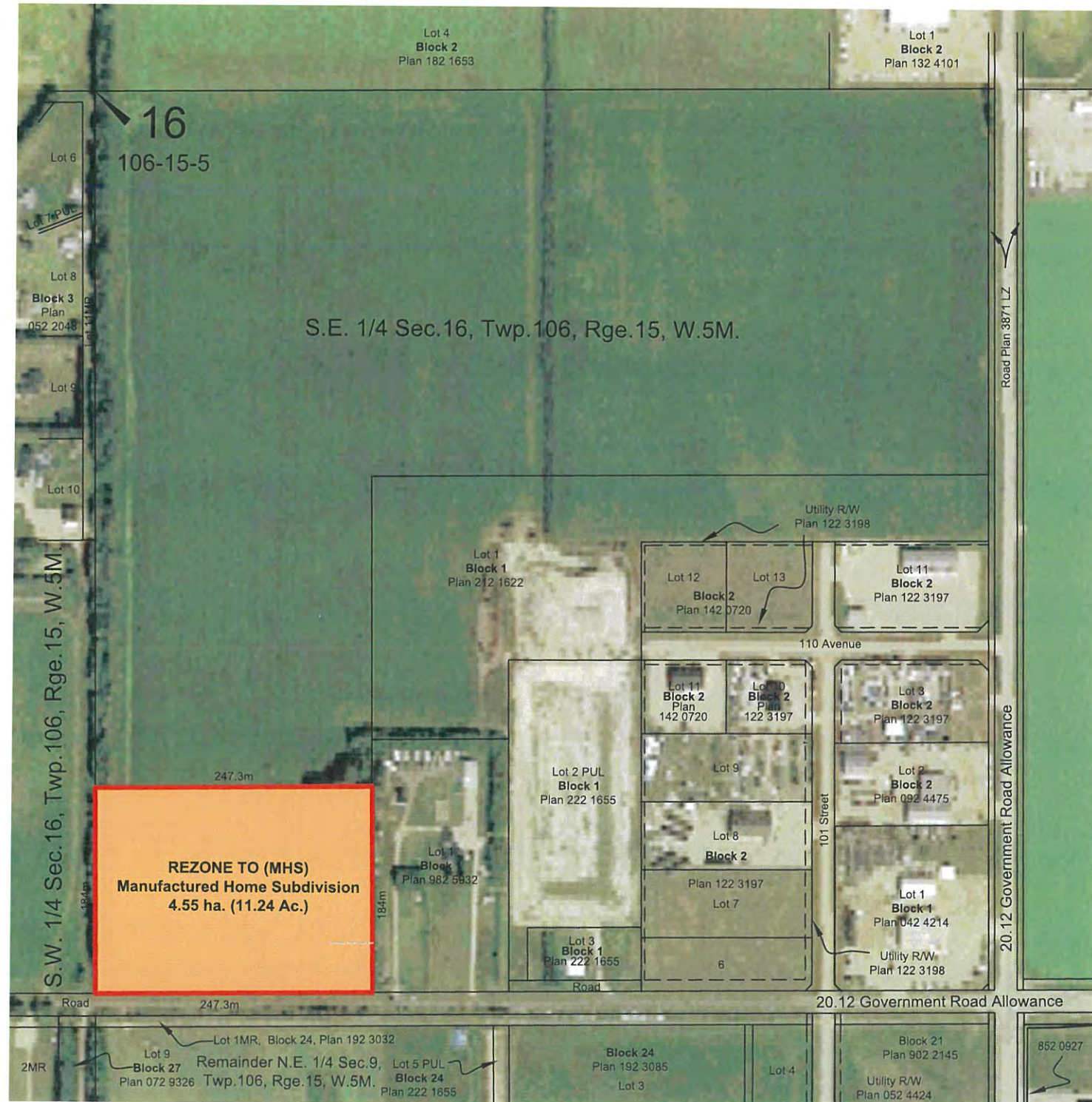
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1 Mi 

1 Km 

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Mackenzie County Bylaw 1320-24 Part of SE-16-106-15-W5M



SCALE 1:5000

Current Abadata Imagery



PLAN SHOWING

PROPOSED REZONING

Affecting Part of
S.E. 1/4 Sec. 16, Twp. 106, Rge. 15, W. 5M.
 Within
 Hamlet of La Crete,
 Mackenzie County, Alberta

Schedule of Area(s)

Contains 1 Lot,
 Containing 4.55 ha (11.24 Ac.)

Registered Title Encumbrances (Affecting Extent of Title)

962 182 161: Utility Right of Way - Northern Lights Gas Co-op Ltd.
 122 141 869: Caveat - Utility Right of Way - Atco Electric Ltd.
 212 054 552: Easement - "For the Benefit of Lot 1, Block 1, Plan 982 5932" (Waterline)

Legend

Area Affected by This Plan is Outlined Thus.....
 Distances are in Meters and Decimals Thereof.

Land Owner(s)

Jacob Braun
 Caroline Braun
 C. of T. 212 147 716 +1



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



PREPARED BY
 Jason Coates, A.L.S.

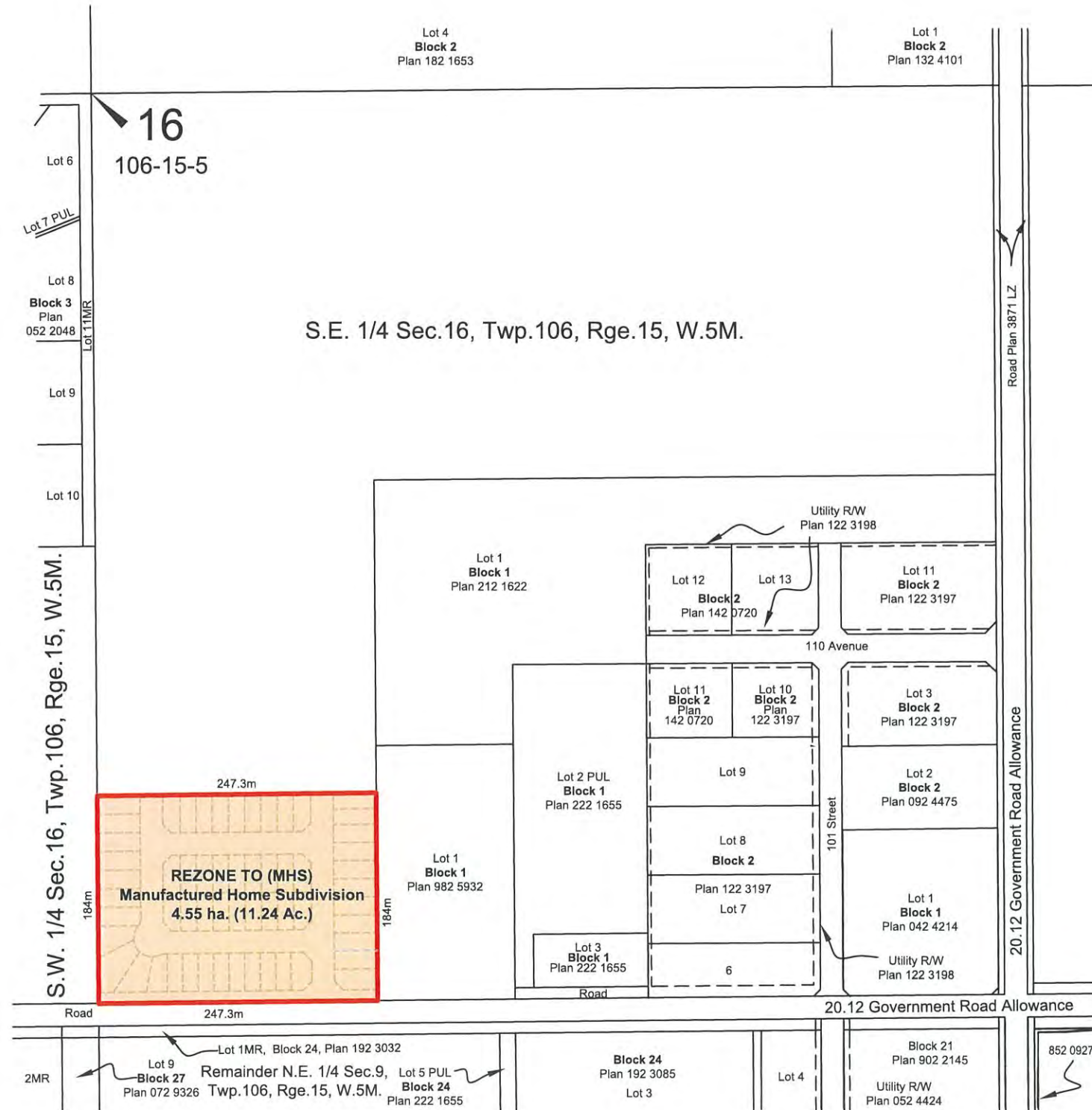
Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	Dec. 7, 2023
Client File No: N/A					 Revision
File No: 230220 REZONE		Job No: 230220		Sheet: 2 of 2	

PLAN SHOWING

PROPOSED REZONING

Affecting Part of
S.E. 1/4 Sec.16, Twp.106, Rge.15, W.5M.
 Within
 Hamlet of La Crete,
 Mackenzie County, Alberta



Schedule of Area(s)

Contains 1 Lot,
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 Distances are in Meters and Decimals Thereof.

Land Owner(s)

Jacob Braun
 Caroline Braun
 C. of T. 212 147 716 +1



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



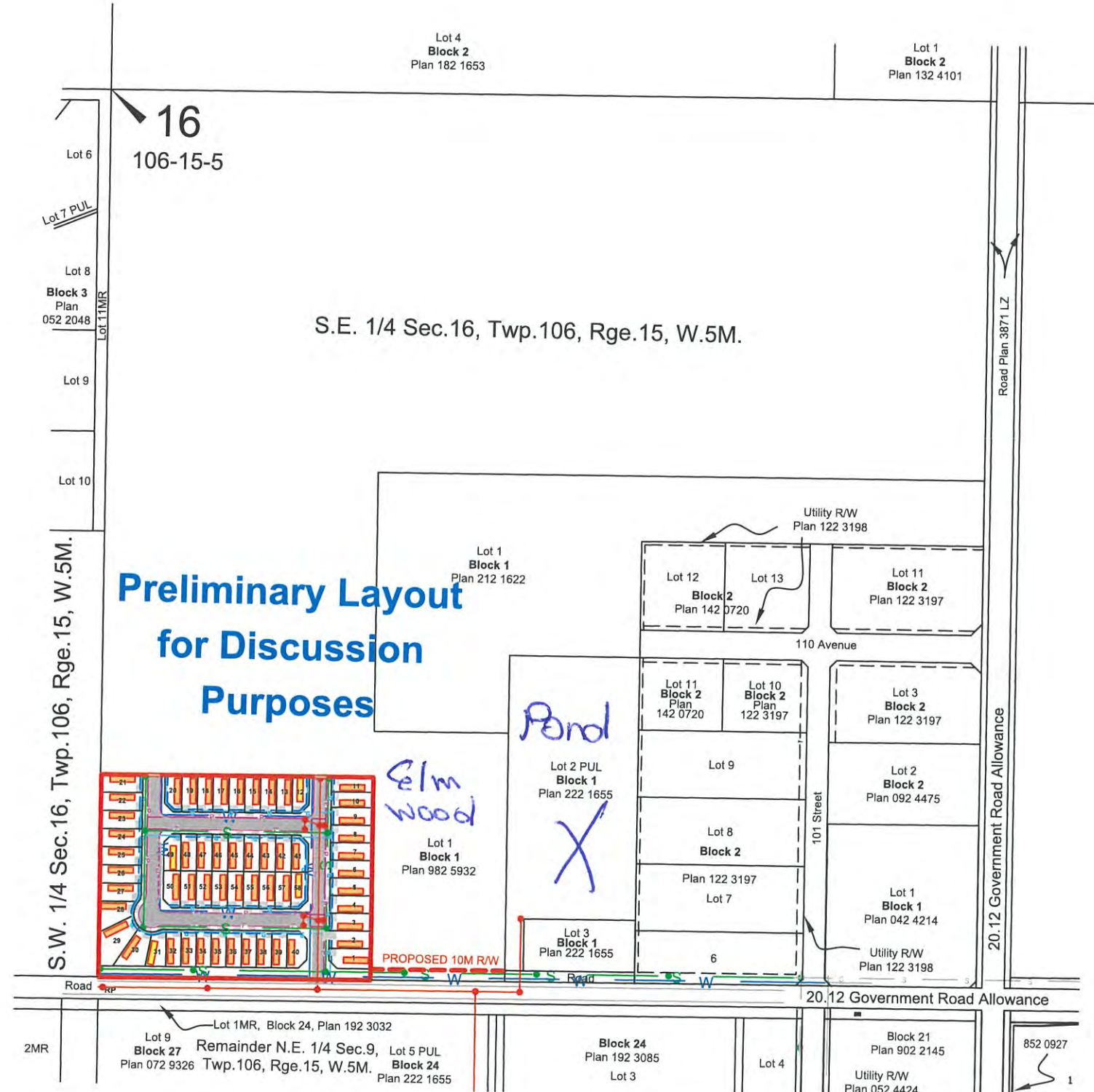
PREPARED BY
 Jason Coates, A.L.S.

Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	Dec. 7, 2023
Client File No: N/A					 Revision
File No: 230220 REZONE		Job No: 230220		Sheet: 1 of 2	

SKETCH PLAN SHOWING PROPOSED LOT AND UTILITY LAYOUT

Affecting Part of
S.E. 1/4 Sec.16, Twp.106, Rge.15, W.5M.
Within
Hamlet of La Crete,
Mackenzie County, Alberta



**Preliminary Layout
for Discussion
Purposes**

S.W. 1/4 Sec.16, Twp.106, Rge.15, W.5M.

S.E. 1/4 Sec.16, Twp.106, Rge.15, W.5M.



SCALE 1:5000

Schedule of Area(s)

Contains 58 Lots,
Containing 4.55 ha (11.24 Ac.)

Registered Title Encumbrances (Affecting Extent of Title)

962 182 161: Utility Right of Way - Northern Lights Gas Co-op Ltd.
122 141 869: Caveat - Utility Right of Way - Atco Electric Ltd.
212 054 552: Easement - "For the Benefit of Lot 1, Block 1, Plan 982 5932" (Waterline)

Notes

- Distances are in Meters and Decimals Thereof.

Legend

Area Affected by This Plan is Outlined Thus.....
Roads Shown Thus.....
Water Main Shown Thus..... W
Gas Main Shown Thus..... G G
Sanitary Main Shown Thus..... S
Storm Main Shown Thus.....

Land Owner(s)

Jacob Braun
Caroline Braun
C. of T. 212 147 716 +1

BORDERLINE SURVEYS

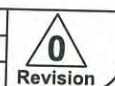
#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc.surveyor@gmail.com



PREPARED BY
Jason Coates, A.L.S.

Revision Table

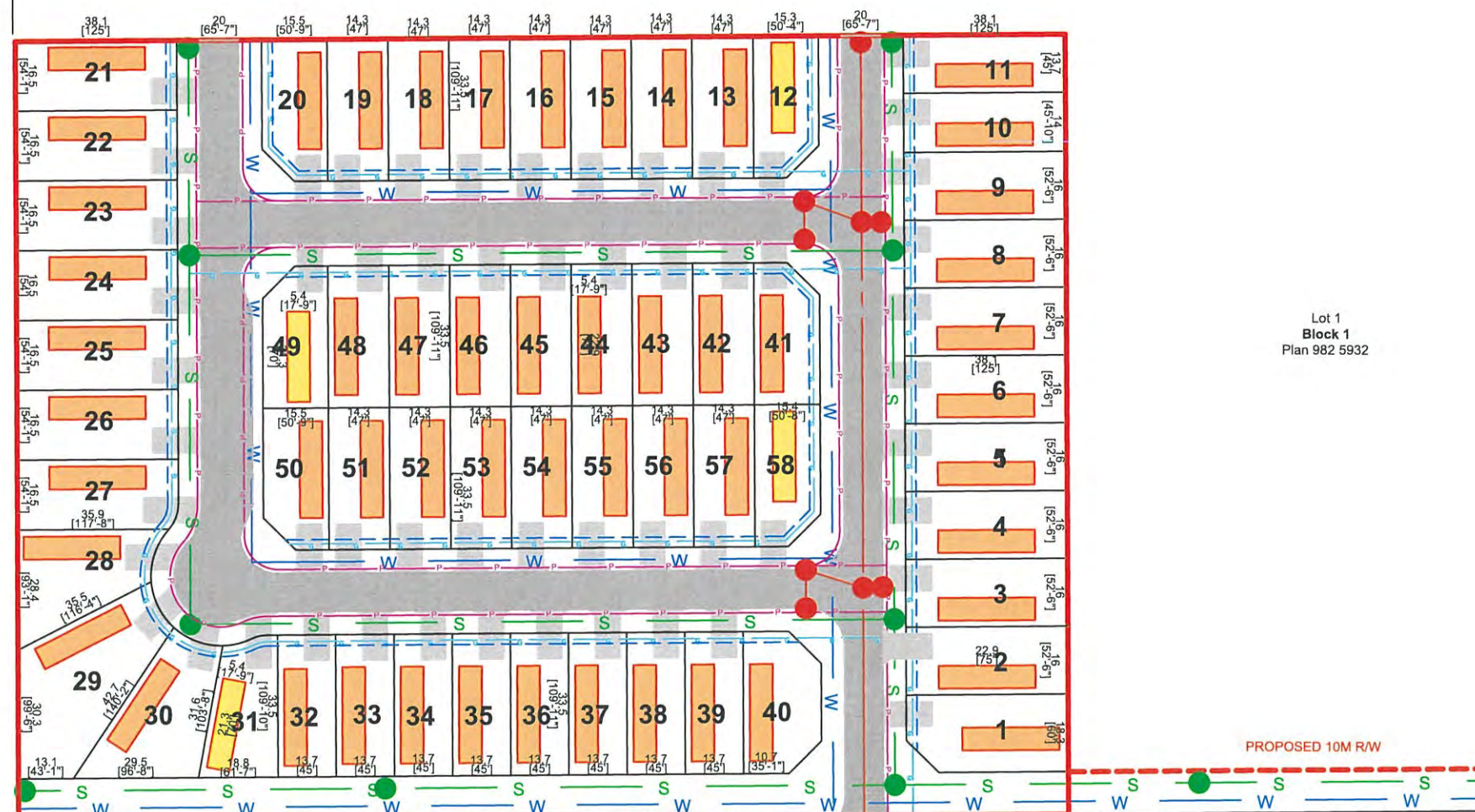
No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	Dec. 7, 2023
Client File No: N/A					
File No: 230220 tentative V2 Job No: 230220 Sheet: 1 of 2					



Preliminary Layout for Discussion Purposes

SKETCH PLAN SHOWING PROPOSED LOT AND UTILITY LAYOUT

Affecting Part of
S.E. 1/4 Sec.16, Twp.106, Rge.15, W.5M.
Within
Hamlet of La Crete,
Mackenzie County, Alberta



Lot 1
Block 1
Plan 982 5932

Lot 1MR, Block 24, Plan 192 3032



SCALE 1:1500

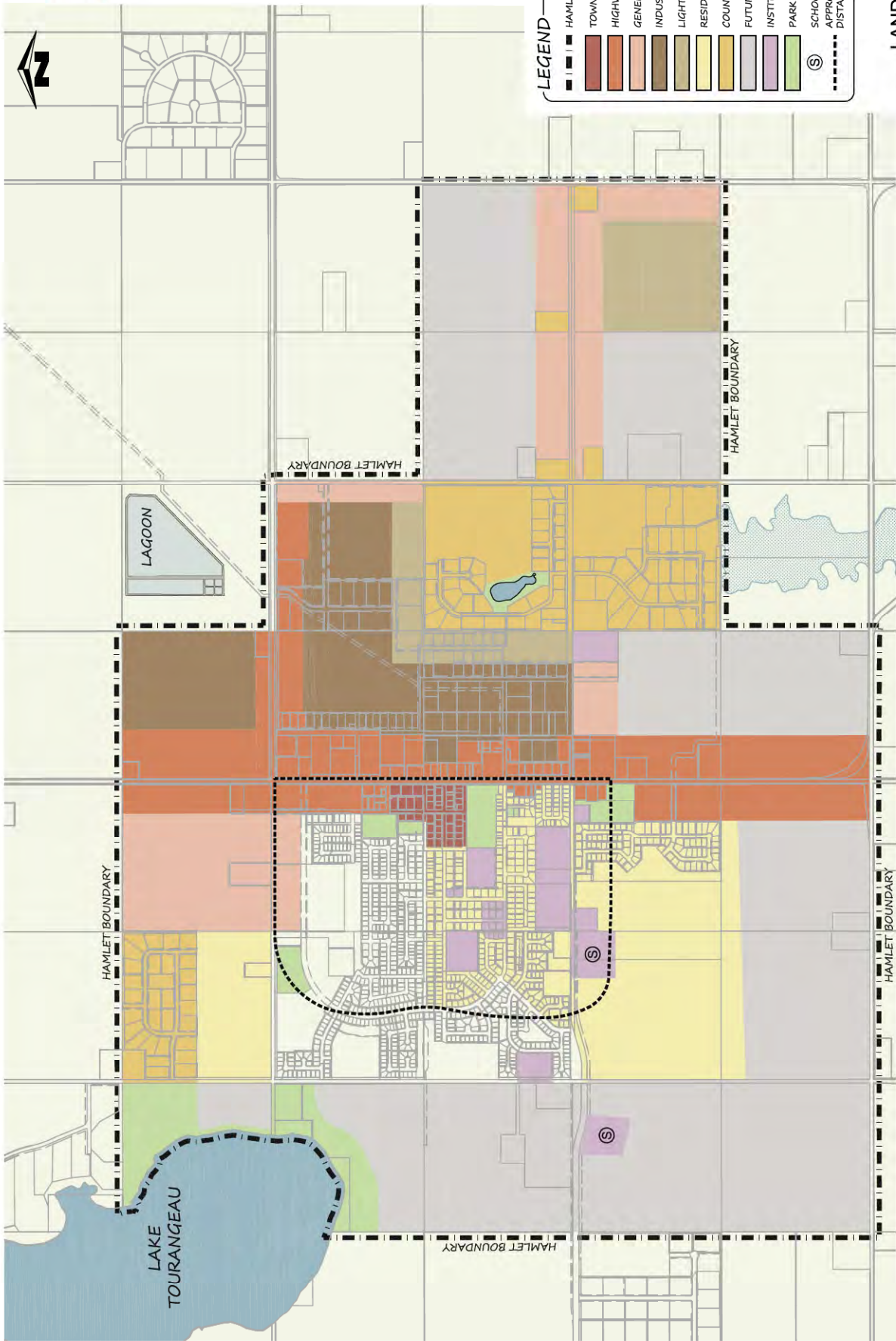


#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
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PREPARED BY
Jason Coates, A.L.S.

Revision Table					
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0	Original	MM	JC	JC	Dec. 7, 2023
Client File No: N/A					 0 Revision
File No: 230220 tentative V2		Job No: 230220		Sheet: 2 of 2	



LEGEND












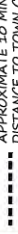

-  HAMLET OF LA CRETE
-  TOWN CENTRE
-  HIGHWAY COMMERCIAL AREA
-  GENERAL COMMERCIAL AREA
-  INDUSTRIAL AREA
-  LIGHT INDUSTRIAL AREA
-  RESIDENTIAL AREA
-  COUNTRY RESIDENTIAL AREA
-  FUTURE RESIDENTIAL
-  INSTITUTIONAL AREA
-  PARK AREA
-  SCHOOL
-  APPROXIMATE 30 MIN. WALKING DISTANCE TO TOWN CENTRE

FIGURE 2
LAND USE CONCEPT
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL”

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL” in order to accommodate a Bulk Fuel Storage and Distribution use. The amount of land to be rezoned is approximately 5 acres.

The developer is planning to put two (2) fuel pumps with a card lock on the property. If the rezoning is approved by Council, the developer would need to submit a development permit for a Bulk Fuel Storage & Distribution. The request would be presented to the Municipal Planning Commission for approval.

This is the second (2nd) application in the last month for the same use in the Tompkins Landing area. A temporary one (1) year Bulk Fuel Storage & Distribution development permit was approved on Part of SE 15-104-17-W5M by the MPC at the January 10, 2024 meeting. This development permit approval is about 6 km east from this proposed rezoning.

This rezoning application fits into the intended future growth node for this area of Mackenzie County. The map from the Municipal Development Plan is included.

This item was taken to the Municipal Planning Commission on January 10, 2024 where the following motion was made:

MPC 24-01-005 MOVED by Andrew O’Rourke

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

“RIL”.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

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

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

The Bylaw Amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a rezoning notification sign on the subject property as per LUB requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to the Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL”, subject to public hearing input.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1321-24
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 Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL” to accommodate a Bulk Fuel Storage and Distribution 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:

Part of NE 12-104-18-W5M

Within Mackenzie County, be rezoned from Agricultural “A” to Rural Industrial Light “RIL” as outlined in Schedule “A” hereto attached.

READ a first time this ____ day of _____, 2024.

PUBLIC HEARING held this ____ day of _____, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

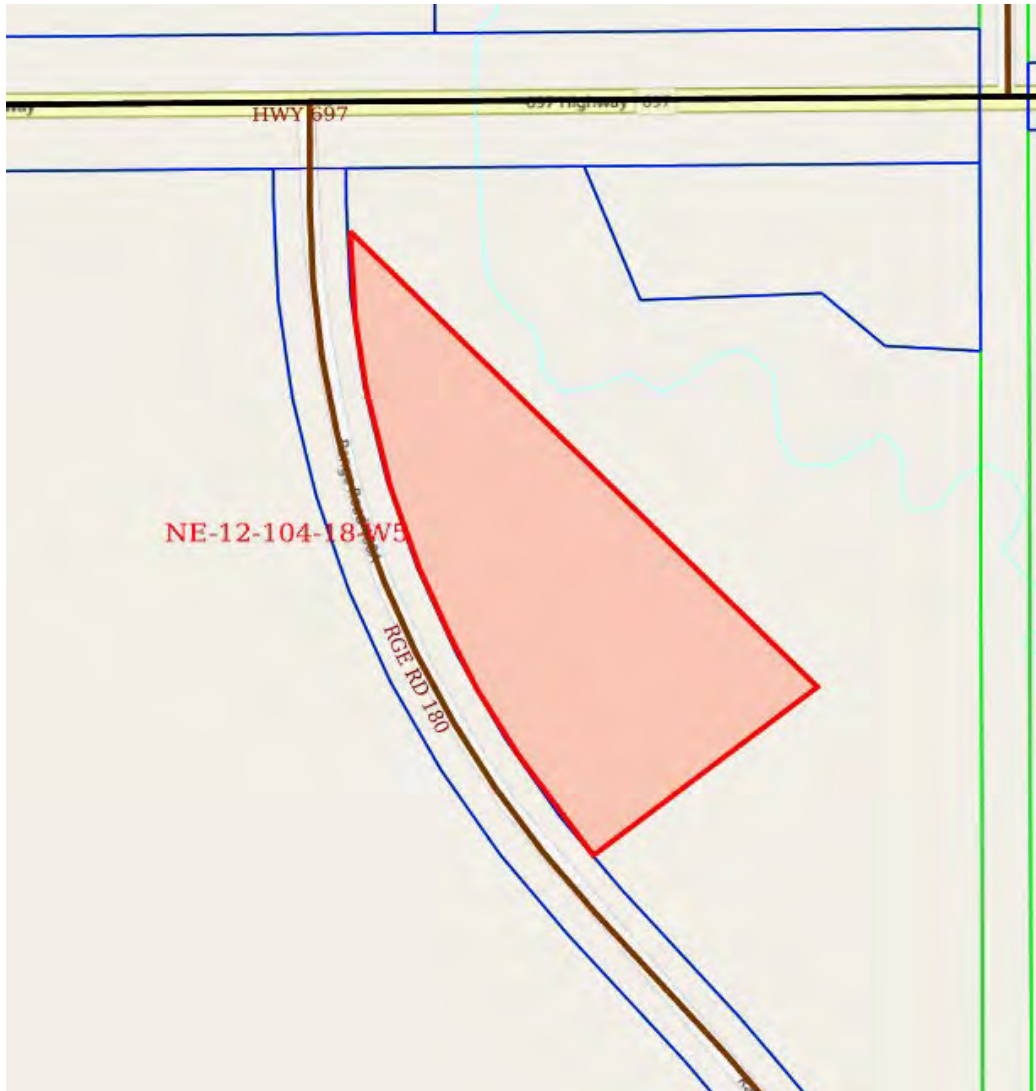
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

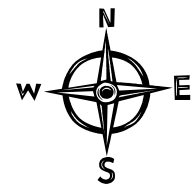
BYLAW No. 1321-24

SCHEDULE "A"

1. That the land use designation of the following property known as Part of NE 12-104-18-W5M within Mackenzie County, be rezoned:



FROM: Agricultural "A"
TO: Rural Industrial Light "RIL"



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 <u>955403 AB Ltd</u>

Part of

Legal Description of the Land Affected by the Proposed Amendment: All or Part of: approx 5 acres.

QTR./LS. <u>NE</u>	SEC. <u>12</u>	TWP. <u>104</u>	RANGE <u>18</u>	M. <u>5</u>	or	PLAN	BLK	LOT
-----------------------	-------------------	--------------------	--------------------	----------------	----	------	-----	-----

Civic Address: _____

Land Use Classification Amendment Proposed:

From: Agricultural "A" To: Rural Industrial Light "RIL"

Reasons Supporting Proposed Amendment:

<u>Set up a cardlock through Platinum Fuels & tanks (1 diesel, 1 gas)</u>

I have enclosed the required application fee of: 854.96 Receipt No.: 303021

Applicant Signature _____

Date _____

Dec 19, 2023

Registered Owner Signature _____

Date _____

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

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Mackenzie County
Box 640, 4511-46 Avenue
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Mackenzie County

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



A: 2.04 ha (5.04 ac)

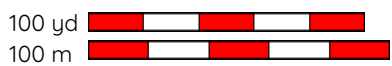
RGE RD 180

HWY 697

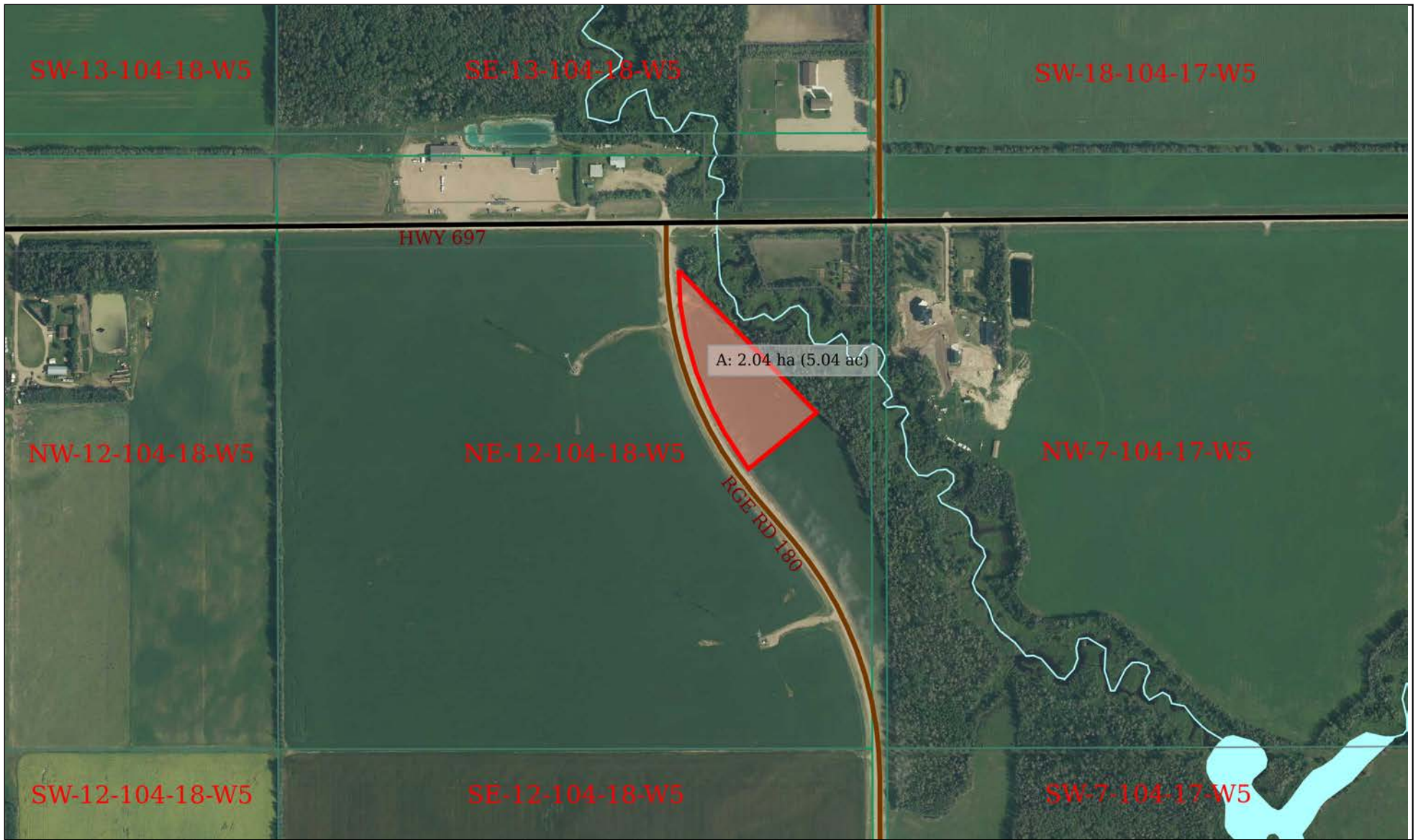
NW-7-104-17-W5



Scale 1: 2,566





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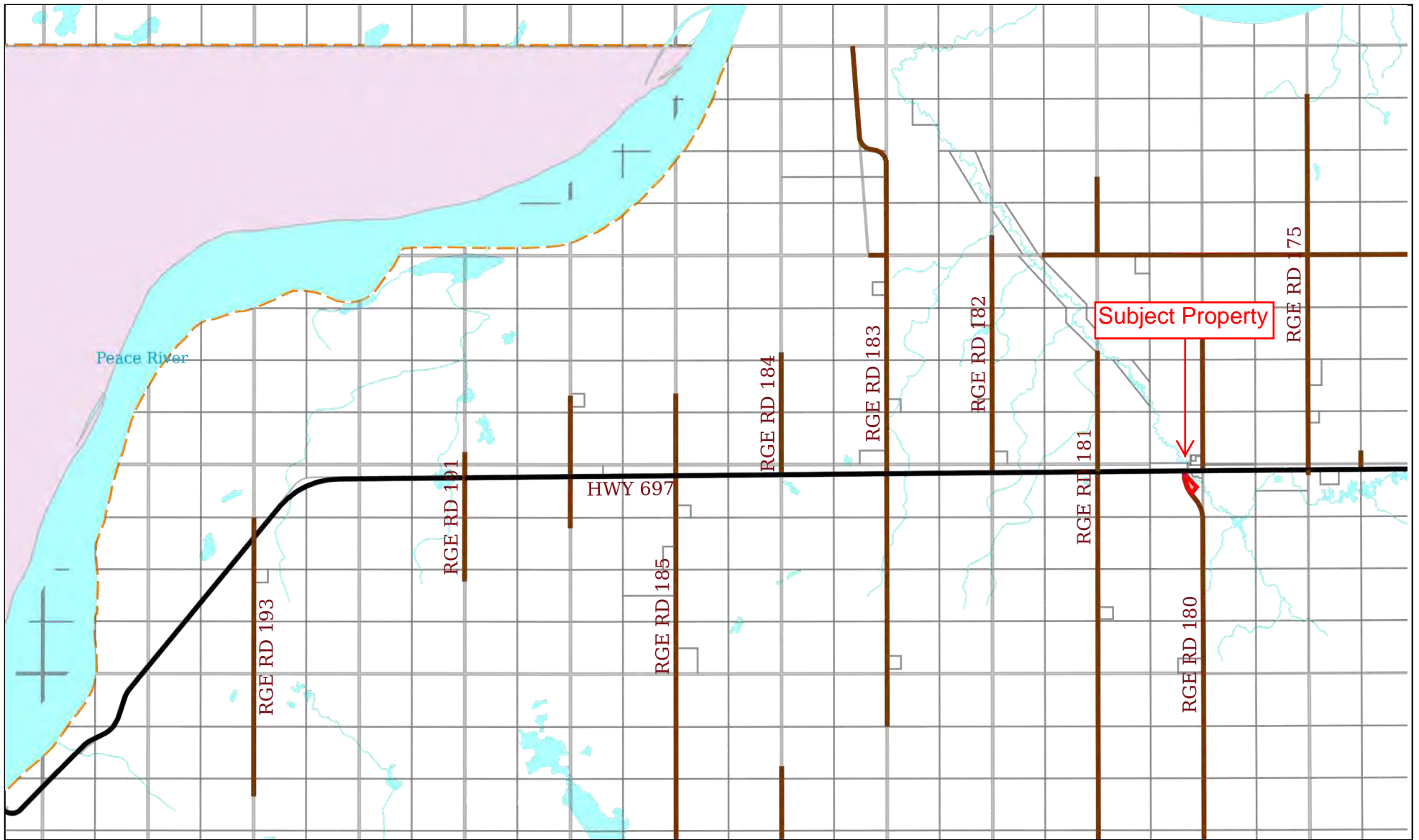


Scale 1: 7,500



100 yd 
 100 m 

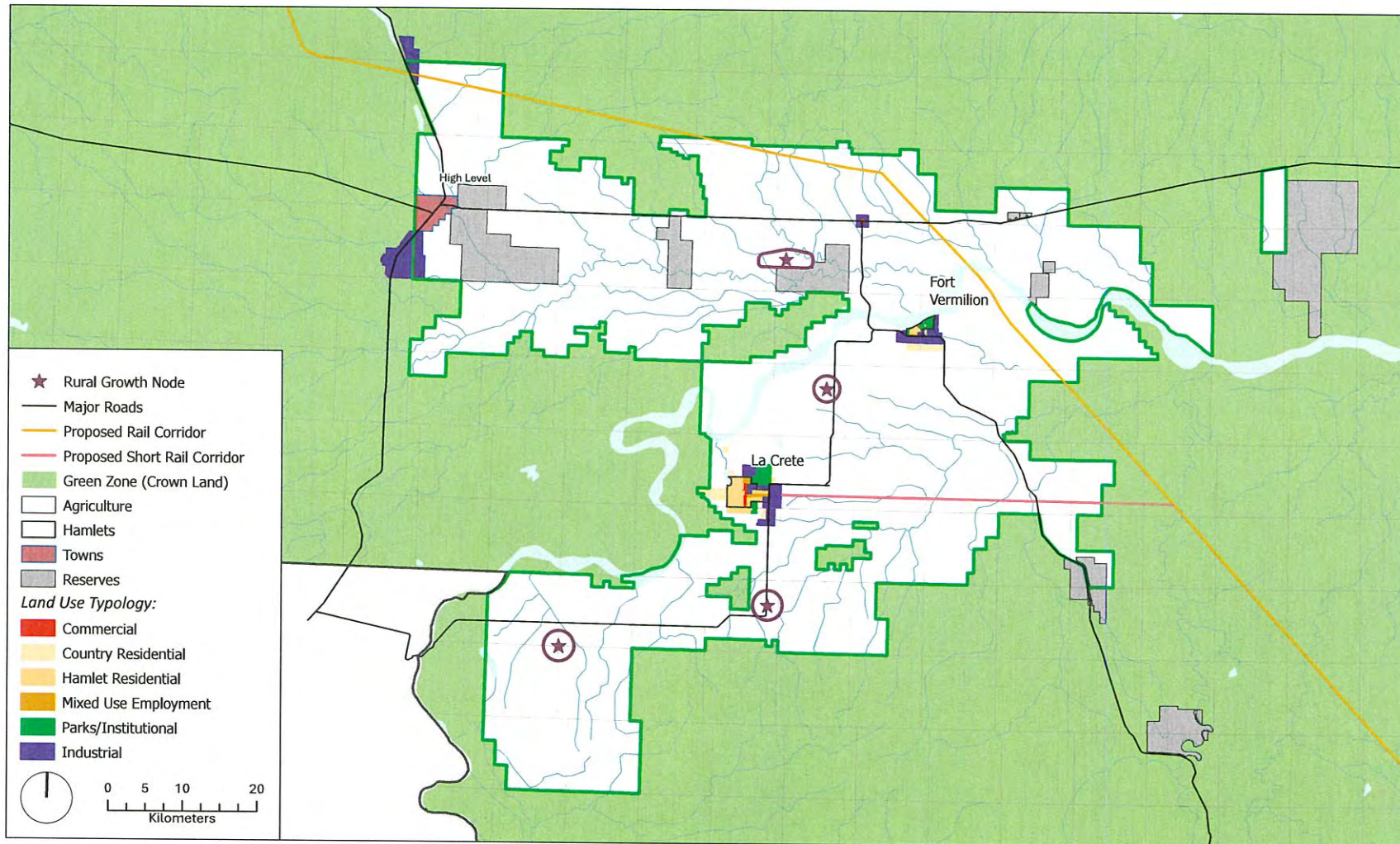
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Scale 1: 85,541



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3

BACKGROUND / PROPOSAL:

Mackenzie County has received a Land Use Bylaw Amendment request to reduce the minimum width requirement for lots in the Manufactured Home Subdivision “MHS” district.

Currently the required minimum lot size in this zoning is 16.8m (55.0ft) wide by 33.5m (110.0ft) deep. The developer is requesting a change to the minimum width requirement from 16.8m (55.0ft) to 13.7m (45 feet). The minimum depth of the lot would stay the same.

The reason behind this request is that the applicant has put in a rezoning application for a vacant piece of land to accommodate a Manufactured Home Subdivision. He feels that there is a great demand for this type of development and through the reduction in the width of the properties, he could put in more lots and in turn, supply more places to live in the hamlet of La Crete.

This item was taken to the Municipal Planning Commission on January 10, 2024 where the following motion was made:

MPC 24-01-006 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 13xx-24 being a Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3, subject to public hearing input.

CARRIED

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the Public Hearing which will be borne by the applicant.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

The Bylaw Amendment will be advertised as per MGA requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to the Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3 subject to public hearing input.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1322-24
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE MACKENZIE COUNTY LAND USE BYLAW
TO REDUCE THE MINIMUM WIDTH REQUIREMENT FOR LOTS IN THE
MANUFACTURED HOME SUBDIVISION “MHS” ZONING DISTRICT

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 by reducing the minimum width requirement for lots to Section 9.23.3, from 16.8m (55 ft) to 13.7m (45 ft) in the Manufactured Home Subdivision “MHS” Zoning District.

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

1. That the Mackenzie County Land Use Bylaw Section 9.23.3 be amended with new minimum width requirements for lots within the Manufactured Home Subdivision (MHS) District:

Manufactured Home Subdivision (MHS)

Regulation	Standard
Min. Lot Dimensions	
Width	16.8m (55.0ft) 13.7m (45ft)
Depth	33.5m (110.0ft)
Min. Dwelling Size	
Width	4.9m (16.0ft)
Length	18.3m (60.0ft)
Min. Setback	
Yard – Exterior Side	3.1m (10.0ft)

Regulation	Standard
Yard – Interior Side	1.5m (5.0ft)
Yard – Rear	2.4m (8.0ft) with overhead utility servicing 1.5m (5.0ft) with underground utility servicing
Required. Setback	
Yard – Front	7.6m (25.0ft)

2. This bylaw shall take effect on the date of the third and final reading thereof.

READ a first time this _____ day of _____, 2024.

PUBLIC HEARING held this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

Application No: _____

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

Name Of Applicant <i>Martin Heider</i>
Address:

Complete only if different from Applicant

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT

Civic Address: _____

Land Use Classification Amendment Proposed:

From: _____ To: _____

Reasons Supporting Proposed Amendment:

<i>Amend MHS minimum width from 55' to 45' to add more lots for homes, similar to GP.</i>

I have enclosed the required application fee of: 1006. Receipt No.: 303045

Applicant Signature _____ Date 2023-12-20

Registered Owner Signature _____ Date _____

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

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

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



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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1323-24 Land Use Bylaw Amendment to Rezone Part of NW-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Part of NW-9-106-15-W5M from Hamlet Residential “H-R1A” to Manufactured Home Subdivision “MHS”.

The applicant is proposing to rezone approximately 9.18 HA (22.69 Ac) from Hamlet Residential “H-R1A” to Manufactured Home Subdivision “MHS”.

The reason for the rezoning is to allow for the future development of a subdivision to accommodate lots for manufactured home development, which is not permitted in the current Land Use District. Development will occur in phases. The first phase of development, which is expected to be the only one constructed in 2024, will have 17 lots.

The purpose of the Manufactured Home Subdivision (MHS) district is to permit the development of larger, newer manufactured homes on subdivided lots in urban areas.

The proposed area for rezoning is intended for residential use, according the La Crete Area Structure Plan (2013). The La Crete Area Structure Plan is to be updated this year. The aim of the ongoing assessment and amendment of the La Crete Area Structure Plan is to provide more housing options. Please see attached map.

According to the Land Use Bylaw 1066-17, Section 9.23.3 states:

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D. Derksen

Regulations

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

Regulation	Standard
Min. Lot Dimensions	
Width	16.8m (55.0ft)
Depth	33.5m (110.0ft)
Min. Dwelling Size	
Width	4.9m (16.0ft)
Regulation	
Standard	
Length	18.3m (60.0ft)
Min. Setback	
Yard – Exterior Side	3.1m (10.0ft)
Yard – Interior Side	1.5m (5.0ft)
Yard – Rear	2.4m (8.0ft) with overhead utility servicing 1.5m (5.0ft) with underground utility servicing
Required. Setback	
Yard – Front	7.6m (25.0ft)

Proposed Bylaw 1323-24 was presented to the Municipal Planning Commission on January 10, 2024 where the following motion was made:

MPC 24-01-008 **MOVED** by Peter Braun

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of NW 9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”, subject to a portion of the application remaining as Hamlet Residential 1A “H-R1A” as discussed.

CARRIED

OPTIONS & BENEFITS:

Author: J Wiebe Reviewed by: C Smith CAO: D. Derksen

Options are to recommend approval, not recommend approval 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.

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 LUB requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1323-24 being a Land Use Bylaw Amendment to rezone Part of NW-9-106-15-W5M Hamlet Residential "H-R1A" to Manufactured Home Subdivision "MHS", subject to public hearing input.

Author: J Wiebe Reviewed by: C Smith CAO: D. Derksen

BYLAW NO. 1323-24
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 Part of NW-9-106-15-W5M from Hamlet Residential “H-R1A” to Manufactured Home Subdivision “MHS”.

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 NW-9-106-15-W5M

Within Mackenzie County, be rezoned from Hamlet Residential “H-R1A” to Manufactured Home Subdivision “MHS”.

READ a first time this ____ day of _____, 2024.

PUBLIC HEARING held this ____ day of _____, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

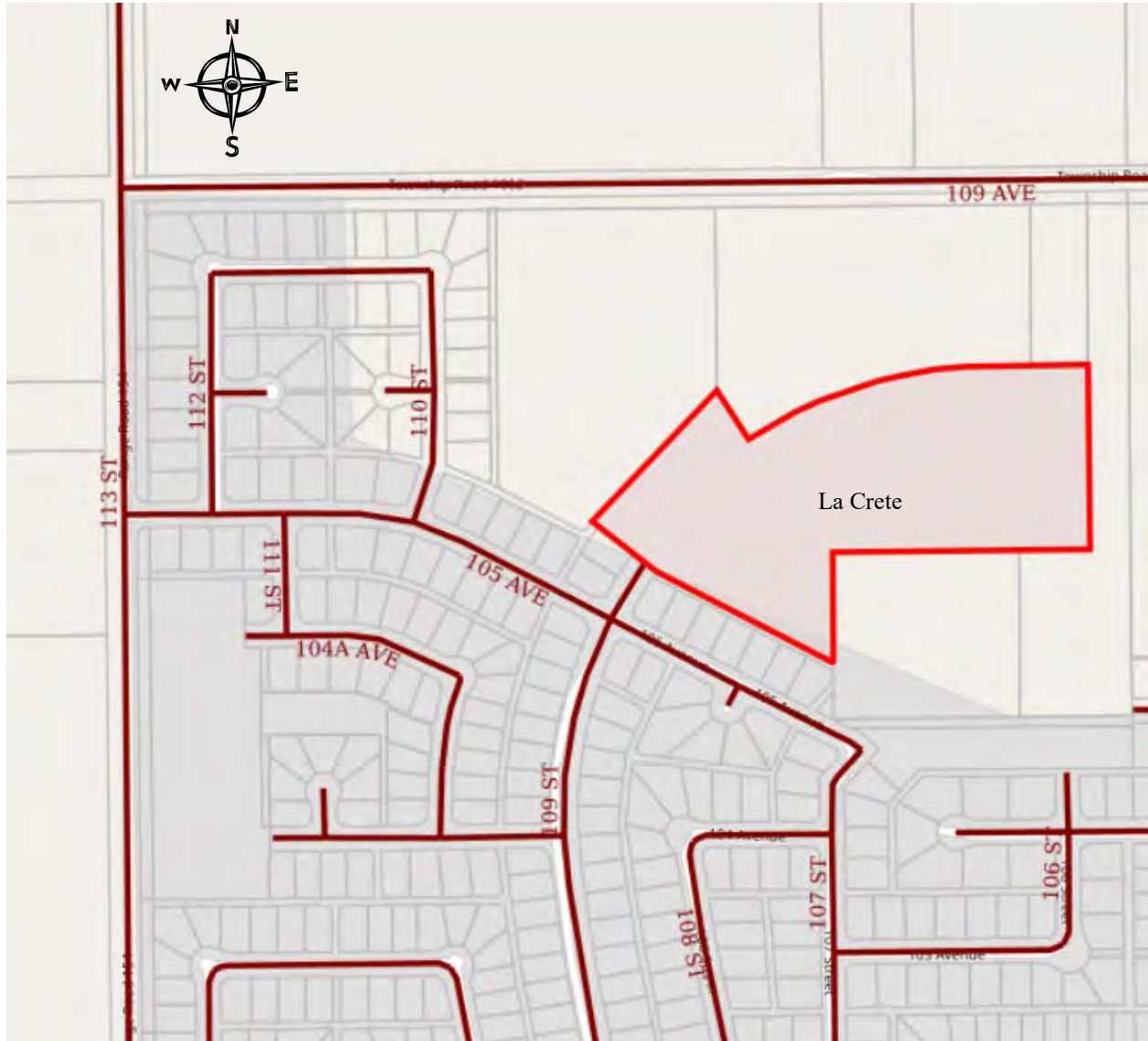
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1323-24

SCHEDULE “A”

1. That the land use designation of the following property known as Part of NW-9-106-15-W5M within Mackenzie County, be rezoned:



FROM: Hamlet Residential “H-R1A”

TO: Manufactured Home Subdivision “MHS”

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant Section 17 (1)		
Address: Section 17 (1)		
City/Town <u>La Crete</u>		
Postal Code <u>T0H 2H0</u>	Phone	Cell Section 17 (1)
Applicant Email Section 17 (1)		

Complete only if different from Applicant

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<u>NW</u>	<u>9</u>	<u>106</u>	<u>15</u>	<u>5</u>				

Civic Address: 10104 - 101 Ave.

Land Use Classification Amendment Proposed:

From: HRIA To: mHS

Reasons Supporting Proposed Amendment:

I desire to go from HRIA to mHS
(Phase 1-17 lots)

I have enclosed the required application fee of: \$879.43 Receipt No.: 303317
Section 17 (1)

Applicant Signature _____ Date January 2, 2024

Registered/Owner Signature _____ Date January 2, 2024

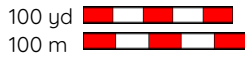
NOTE: Registered Owner's signature required only if different from applicant

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.



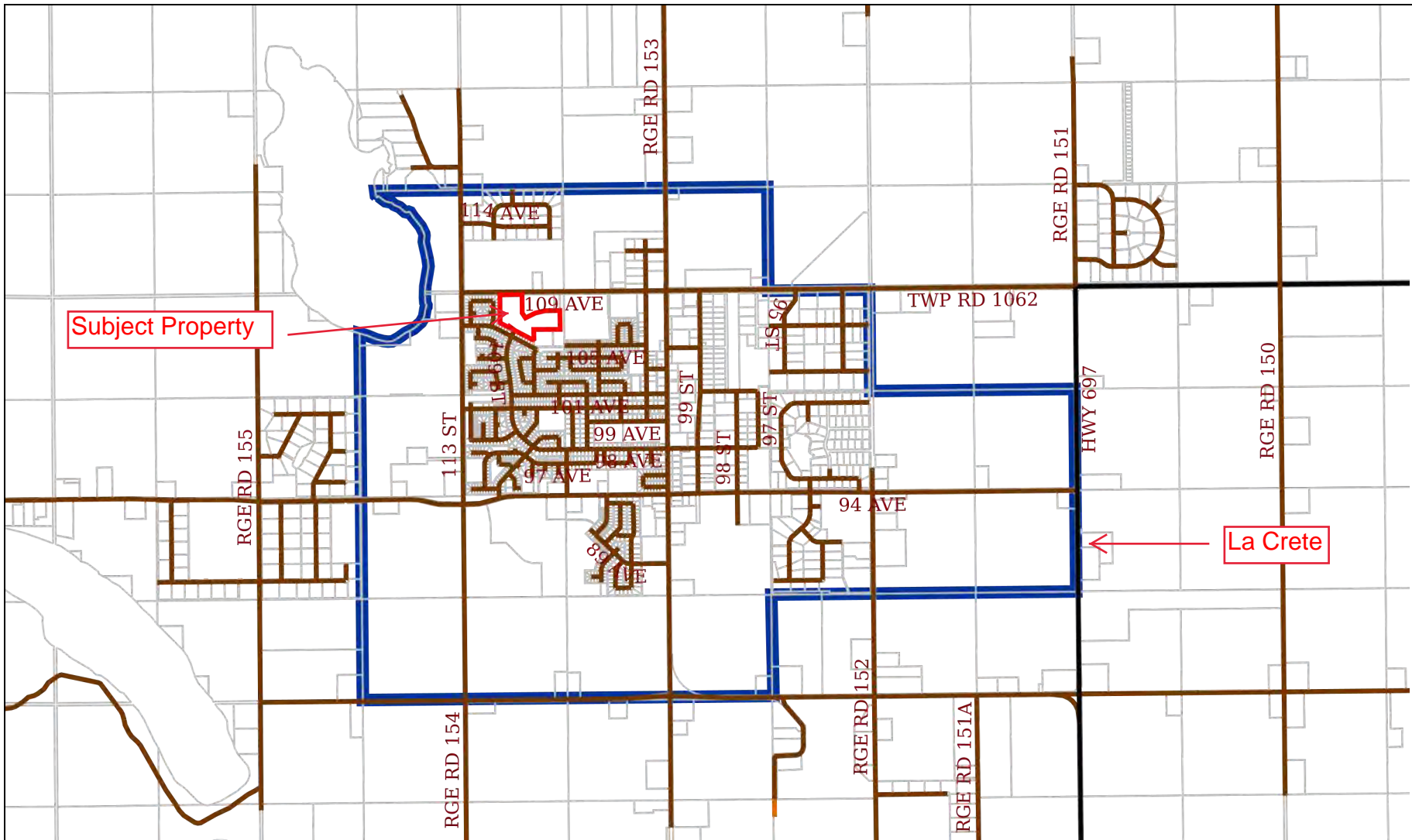


Scale 1: 4,392



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Mackenzie County Bylaw 1323-24 Part of NW-9-106-15-W5M

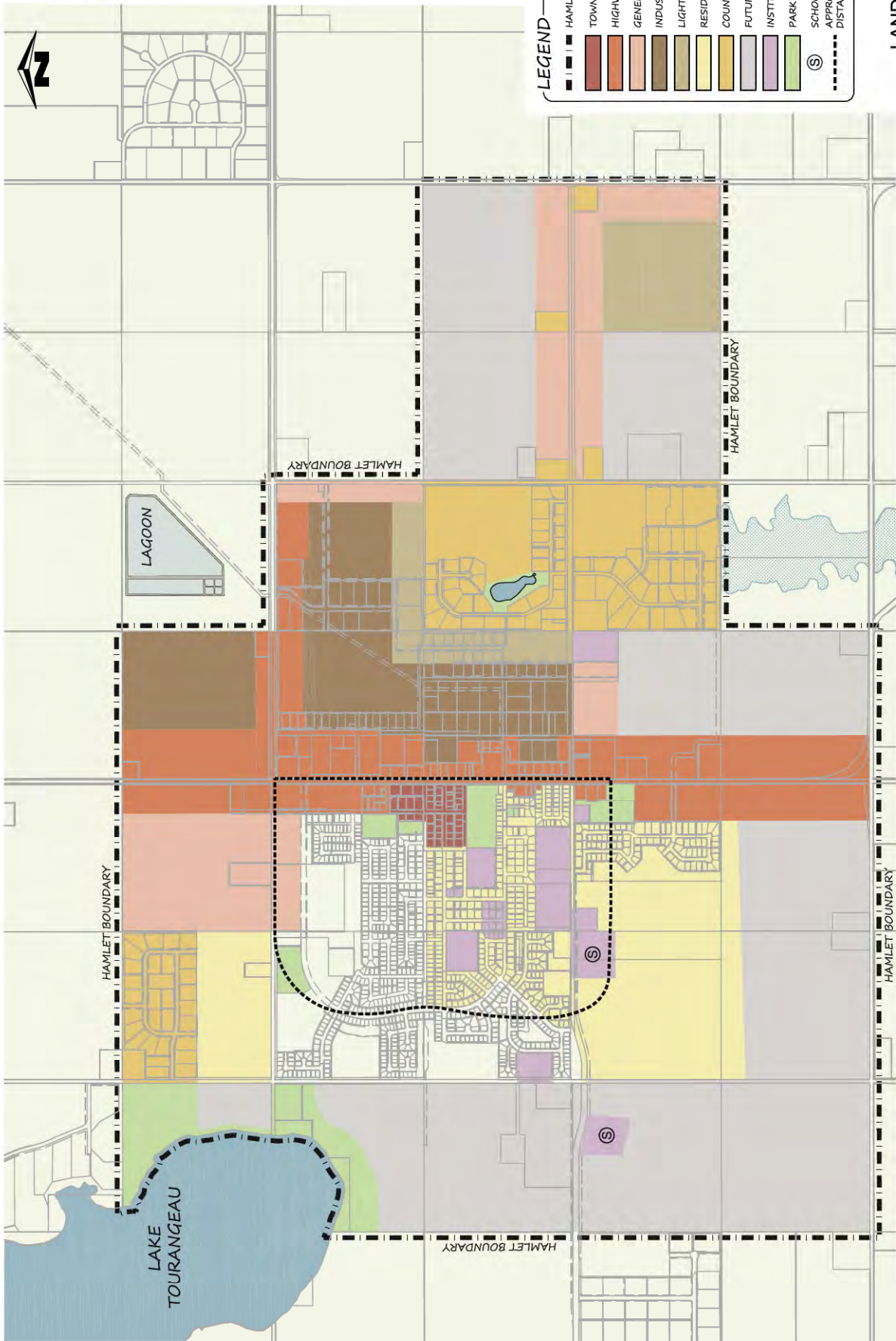


Scale 1: 43,924



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Mackenzie County Bylaw 1323-24 Part of NW-9-106-15-W5M



LEGEND

- HAMLET OF LA CRETE
- TOWN CENTRE
- HIGHWAY COMMERCIAL AREA
- GENERAL COMMERCIAL AREA
- INDUSTRIAL AREA
- LIGHT INDUSTRIAL AREA
- RESIDENTIAL AREA
- COUNTRY RESIDENTIAL AREA
- FUTURE RESIDENTIAL
- INSTITUTIONAL AREA
- PARK AREA
- SCHOOL
- APPROXIMATE 30 MIN. WALKING DISTANCE TO TOWN CENTRE

FIGURE 2
LAND USE CONCEPT
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Rental Housing Request – Fort Vermilion

BACKGROUND / PROPOSAL:

As has been identified by Council in the past, housing shortages and commitment to long term rentals, especially for doctors which negatively impacts services within the Municipality.

Administration has been contacted about the availability of County housing to assist with the shortages, where the County owned house in Fort Vermilion was identified. The County house is a 3 bedroom furnished house, including washer and dryer, on its own lot. As housing outside of trailers in Zama are not in the Fee Schedule Bylaw, administration is recommending \$2,200 / month on a long term lease.

As this rental would be under special circumstances, a Fee Schedule Bylaw amendment would not be required, if a rental agreement was entered into as per the Council motion.

As the County house in Fort Vermilion sees minimal use, outside of some municipal contractors, the other option Council could chose is to list the property for sale.

OPTIONS & BENEFITS:

Option #1

Provide housing to assist with the doctor housing shortage.

Benefit

Providing housing would have a positive impact on current and future commitments received for medical services.

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

Option #2

List the County house in Fort Vermilion for sale.

Benefit

If successful, reduce operational expenses.

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

Current operating expenses for the County owned house is \$5,400 + Insurance \$600/year.

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to communicate Councils decision.

POLICY REFERENCES:

Fee Schedule Bylaw

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration enters into a rental agreement for the County house in Fort Vermilion for \$2,200/ month on a long term lease, to assist with the doctor housing request.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Member at Large Vacant Positions

BACKGROUND / PROPOSAL:

There were no applications received prior to the Organizational Council meeting held on October 24, 2023 for the following vacant positions:

- Assessment Review Board (4 year term – Vacant Alternate)
- Mackenzie Library Board (3 year Term – Fort Vermilion and High Level Rural)
- Subdivision & Development Appeal Board (4 year term – Vacant)

The vacant positions were publicized on social media (6 posts) and in the local newspaper (8 ads) both before and after the organizational meeting.

Legislative & Support Services has received one application for the Mackenzie County Library Board Member at Large position for Fort Vermilion and it will be presented at the meeting.

Administration is currently seeking council's guidance on strategies to encourage a higher number of individuals to submit applications.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

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

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

ADM058 Appointment to Boards/Committees

Term of Reference:

- Assessment Review Board
- Mackenzie County Library Board
- Subdivision and Development Appeal Board

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Regional Economic Development Initiative – REDI Made Business Showcase – Sponsorship & Registration

BACKGROUND / PROPOSAL:

The following excerpt from REDI Made Business Showcase is taken from the Sponsorship package attached:

“The primary aim of the REDI Made Business Showcase is to attract business owners to foster growth, collaboration, and innovation within the entrepreneurial community. The event will provide a unique platform for business owners to connect, exchange ideas, and explore potential partnerships that can propel their enterprises forward.”

Administration is recommending that Mackenzie County consider participating as a sponsor for this unique new event in our region.

The following sponsorship opportunities are available:

Coffee Break Sponsor	\$1,000
Lunch Sponsor	\$4,000
Title Sponsor	\$5,000
Dinner Sponsor	\$6,000

The Business Showcase is set to take place from March 12-14, 2024 in High Level, Alberta. The first day of the showcase aligns with a regular council meeting scheduled for March 12, 2024.

Administration is seeking guidance from Council regarding attendance at this event and the number of representatives to be present.

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

OPTIONS & BENEFITS:

This opportunity has the potential to cultivate significant relationships between Council, Business Owners and Entrepreneurs in the region.

COSTS & SOURCE OF FUNDING:

Since this expense was not accounted for in the 2024 Operating Budget, we require a motion to allocate funds for the sponsorship and for Council's attendance at the event.

The cost to register council would include \$150.00/person registration along with honorariums and mileage coming from the Travel & Subsistence budget for 2024.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Bylaw 1316-23 Honorariums & Expense Reimbursement for Councillors and Approved Committee Members

RECOMMENDED ACTION:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County sponsor the REDI Made Business Showcase in the amount of \$_____ for the _____ Sponsor.

Motion #2

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the REDI Made Business Showcase from March 12-14, 2024 in High Level, Alberta:

- 1.
- 2.
- 3.
- 4.
- 5.

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



SPONSORSHIP PACKAGE

MARCH
12-14
2024

Sponsorship Opportunities

Coffee Break Sponsor	\$1,000
Lunch Sponsor	\$4,000
Title Sponsor	\$5,000
Dinner Sponsor	\$6,000



EVENT

The primary aim of the 'REDI Made Business Showcase is to attract business owners to foster growth, collaboration, and innovation within the entrepreneurial community. The event will provide a unique platform for business owners to connect, exchange ideas, and explore potential partnerships that can propel their enterprises forward. By bringing together like-minded individuals, this event will create a conducive environment for networking, knowledge sharing, and skill development.

Whether through keynote speakers, workshops, or interactive sessions, the goal is to empower business owners with valuable insights, strategies, and resources that can enhance their business acumen and contribute to the overall success of their ventures and the local economy.

Additionally, the event will serve as a hub for showcasing products, services, and emerging technologies, facilitating the exploration of new markets and opportunities. Ultimately, the aim is to create a dynamic ecosystem that nurtures business growth, fosters meaningful connections, and inspires continuous improvement among the participating entrepreneurs.



HIGH LEVEL, ALBERTA



REDI MADE

12-14 MARCH 2024

BUSINESS SHOWCASE

WITH SPEAKERS CRAIG ELIAS
WENDY MUISE PAUL SALVATORE

KRISTEN GUMMING SHEILA MUSGROVE
JOHN KNAPP MARK PARSONS AND MORE

THE REDI MADE BUSINESS CONFERENCE FROM 12-14 MARCH 2024 AIMS TO BRING TOGETHER BUSINESS OWNERS FROM NORTHWEST ALBERTA TO DISCUSS WAYS TO DEVELOP THEIR BUSINESSES. ATTENDEES WILL HAVE THE OPPORTUNITY TO MEET AND NETWORK WITH LIKE-MINDED INDIVIDUALS AND LEARN FROM EXPERTS IN THE FIELD. THE CONFERENCE WILL COVER A RANGE OF TOPICS, INCLUDING BUSINESS OPPORTUNITIES, FINANCIAL MANAGEMENT, AND WORKFORCE DEVELOPMENT. WITH A DIVERSE RANGE OF SPEAKERS AND WORKSHOPS, ATTENDEES WILL LEAVE WITH VALUABLE INSIGHTS AND PRACTICAL TAKEAWAYS TO HELP GROW THEIR BUSINESSES AND THE LOCAL ECONOMY.

SHEILA MUSGROVE

Sheila started TAG Recruitment in 2005

Sheila has received numerous awards including the Alberta Venture ranking of Alberta's fastest-growing companies.

Her first book, "Hired! How to Get The Zippy Gig. Insider Secrets from A Top Recruiter." hit the Amazon Best-Seller lists in both Canada & USA within the first 24 hours of being released. Nearing six years later, "Hired!" is still ranked in the top resume books in Canada! She just released a 2nd edition of "Hired!" last summer. It hit #1 in the resume category in just over 3 hours of being released!

Her second book, "Unexpected Mentors. Weird & Creative Ideas To Boost Your Career.", was published in 2019.



KRISTEN CUMMING

Canto Performance Management

Kristen Cumming offers over 20 years' experience in career development and human resources, complemented by a passion for demography. She holds a Bachelor of Arts degree in Economics and a Master of Education degree in Workplace and Adult Learning. Kristen was an instructor with the University of Alberta – Augustana Campus for eight years and for the past 20 has operated a successful consulting practice through which she serves as a speaker, facilitator and trainer on recruitment and retention, leadership and execution.



WENDY MUISE

Five Marketing ideas to Support your Business

Wendy Muise, MBA(c), CITP(c), is the Head Of Strategy of Ground Floor Labs. Wendy has always been an entrepreneur and loves the ability to spend time helping others with their businesses.

Spending the last ten years focusing on strategic practices in entrepreneurship, Wendy has worked in communities during disaster recovery supporting existing and new entrepreneurs to grow their businesses.

Wendy believes the best way to learn is through a supportive environment and will give you guidance and the tools you need to help with your next steps



CRAIG Elias

Are you an entrepreneur? Do you have a great idea? Need some tips to push you out of your comfort zone to start your own business?

Craig Elias, Entrepreneur-in-Residence at Bow Valley College has spent his career helping people bring their ideas to life and build their own businesses.

Craig was featured in Avenue Magazine's Calgarians for his work , and we are excited to be able to share his entrepreneurial expertise.

Craig was recognized for inspiring the next generation of entrepreneurs.



JOHN KNAPP

- John Knapp retired as Deputy Minister of Agriculture after a 36-year career with the government of Alberta. Having spent 10 years in the Peace Region (including six in Mackenzie County) and as a small business entrepreneur, John can relate well to the economic conditions and issues in the REDI area.
-
- Over the past 10 years he has completed more than 60 consulting projects with rural municipalities, agricultural service boards and agricultural organizations. A sought-after keynote speaker, he is also the author of *The Leaders Practice Guide* which was published to strong reviews in 2014.
-
- A recipient of the Alberta Association of Agricultural Societies *Outstanding Supporter of Agriculture* award, John's lifelong passion has been the advancement of agriculture, an industry that he believes will claim a progressively larger share of our provincial economy.
-
- Together with his wife Karen, John resides in Edmonton. An amateur triathlete, his favourite form of recreation is anything that has him outdoors and in the water with his five grandchildren.



PAUL SALVATORE

- Regional Economic Development Initiative (REDI) commissioned Paul Salvatore from Municipal Experts—a small Alberta-based consulting company that specializes in economic development and other municipal projects—to research the feasibility of 10 business opportunities in the REDI Region.
- “There are unique opportunities and challenges business prospects could encounter during the planning and preparation. We hope aspiring local businesses can get excited about moving forward on these opportunities,”



GRAHAM SHERMAN

OWNER, TOOL SHED BREWERY

- Graham Sherman is a self-professed “high level geek” who has used his love of technology to help him master the craft of brewing artisan beer. Together with his partner, Graham launched the Tool Shed Brewery in 2013, and has never looked back. Speaking on what it takes to be a successful entrepreneur, Graham’s passion comes through in every talk.



MARK PARSONS

ATB CHIEF ECONOMIST

- Mark is Vice President and Chief Economist at ATB Financial. Over his 20-year career, Mark has served in key senior economic roles, including as Chief Economist and Assistant Deputy Minister of Economics and Fiscal Policy at Alberta Treasury Board and Finance. He has provided leadership in a range of areas, including economic analysis and forecasting, fiscal analysis and data analytics. Mark previously worked as a senior economist at PwC and as an economist at the Department of Finance Canada. Mark holds a Masters degree in economics from the University of Alberta.



BUSINESS SHOWCASE

The REDI MADE Business Conference, the focus is on showcasing 20 different business cases that have been developed specifically for our region. These cases aim to boost economic development in Northwest Alberta by providing opportunities for businesses to grow and prosper. By highlighting these cases, the conference aims to inspire attendees to take action and implement similar strategies in their own businesses. With expert insights and practical takeaways, attendees will leave with a better understanding of how to leverage these business cases to achieve their own goals.



SPONSORS



Inspiration and Motivation



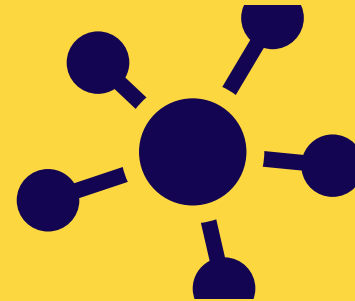
Beyond the practical aspects, The conference serves as a motivational platform. Hearing success stories, learning from challenges faced by others, and being exposed to innovative ideas can inspire entrepreneurs. This motivation often translates into renewed energy and determination to overcome obstacles and drive businesses to greater success.

Resource Access

The REDI Made Business Showcase will host exhibitors, sponsors, and service providers offering various resources such as tools, technologies, and consultancy services. This exposure allows entrepreneurs to explore new solutions, technologies, and support services that streamline operations and boost efficiency.



Networking Opportunities



Offering a fertile ground for networking, allowing entrepreneurs to connect with like-minded individuals, potential clients, and collaborators. The event provides a platform for building relationships that can lead to partnerships, referrals, and valuable business connections.

Knowledge Enhancement

The Conference features expert speakers and workshops, providing attendees with access to industry insights, best practices, and the latest trends. This exposure can significantly enhance the knowledge base of small business owners, helping them stay competitive and adapt to evolving market dynamics.





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[YouTube Link – Playing Lean 2 link](#)

Are you a founder, startup mentor, early-stage investor, or board game lover interested in learning how to launch a successful product without draining your bank account, damaging your reputation, or bruising your ego?

If so, join us for a special Innovation game night that will test your lean startup skills and challenge your assumptions about starting a business while improving your understanding of product-market fit.

entrepreneurs, mentors, and angel investors improve their skills in launching a product using a board game called Playing Lean that simulates the experience of launching a successful product.

Playing Lean is an innovation commercialization board game out of Norway created in collaboration with the creator of the Lean Canvas - Ash Maurya - and the author of Testing Business Ideas - David Bland.

It's an amazing way to learn how to apply lean start-up methods that is educational, competitive and a little addictive.

Playing Lean 2

HIGH LEVEL, ALBERTA



REDI MADE

12-14 MARCH 2024

BUSINESS SHOWCASE



WITH SPEAKERS CRAIG ELIAS KRISTEN CUMMING
SHEILA MUSGROVE WENDY MUISE PAUL SALVATORE
JOHN KNAPP MARK PARSONS AND MORE



Are you ready to be inspired? Join us at the REDI-Made Business Showcase and discover the next big thing in Northwest Alberta! This in-person event will bring together entrepreneurs, innovators, and industry leaders from all around Alberta. With a wide range of exhibitors and speakers, this event is a must-attend for anyone looking to stay ahead in the business game. Whether you're a seasoned professional or just starting out, there's something for everyone at the REDI-Made Business Showcase.



*Three days of inspiration,
knowledge sharing,
and networking with
local professionals and
entrepreneurs for only \$150*

**GET YOUR TICKETS
HERE TODAY!**

228





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Alberta Beef Producers – Annual General Meeting

BACKGROUND / PROPOSAL:

The Alberta Beef Producers – Annual General Meeting is being held from February 27-28, 2024 in Calgary, Alberta.

Registration and hotel accommodations are now open for the Annual General Meeting.

Please note that while this event is not currently included in the Council's 2024 approved operating budget, administration encourages a motion to be made for the approval of attendance specifically to ensure representation from Mackenzie County.

The agenda is attached for reference.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

Bylaw 1316-23 Honorariums & Expense Reimbursement

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the Alberta Beef Producers - Annual General Meeting being held February 27-28, 2024 in Calgary, Alberta.

- 1.
- 2.
- 3.

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



ALBERTA BEEF PRODUCERS

Annual General Meeting

February 27-28, 2024

Held in conjunction with the Alberta Beef Industry Conference at the Hyatt Regency Hotel in Calgary.

Tuesday, February 27

Annual General Meeting

Join us for the 2024 Annual General Meeting, held in conjunction with the Alberta Beef Industry Conference in Calgary, AB.




By Alberta Beef Producers

34 followers

Follow

Date and time

 Tue, Feb 27, 2024 1:00 PM - Wed, Feb 28, 2024 12:00 PM MST

Location



Hyatt Regency Calgary

700 Centre Street South Calgary, AB T2G 5P6

[Show map](#) 

Agenda

February 27


February 28

1:00 PM - 1:10 PM

Call to Order and Introductions


1:10 PM - 1:20 PM

Chair Report

 Brodie Haugan

1:20 PM - 1:30 PM

Finance Report

 Fred Lozeman

1:30 PM - 1:40 PM

General Manager Report

 Brad Dubeau

1:40 PM - 1:50 PM

CCA Report

1:50 PM - 1:55 PM

Call for Nominations and Resolutions

1:55 PM - 3:45 PM

ABP Staff Presentations

3:45 PM - 3:55 PM

Break

4:00 PM - 5:00 PM

Call for Nominations and Director Speeches/Elections

5:00 PM - 5:30 PM

In-Camera

5:30 PM - 5:30 PM

Conclusion of First Day

February 27

February 28

7:00 AM - 8:00 AM

Breakfast

8:00 AM - 8:05 AM

AGM Reconvenes - Final Call for Nominations/Resolutions

8:05 AM - 10:30 AM

Resolutions

10:30 AM - 12:00 PM

CCA and BCRC Speeches and Elections

12:00 PM - 12:00 PM

AGM Adjourns



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The approved minutes of January 10, 2024 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of January 10, 2024 be received for information.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Wednesday, January 10, 2024 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Andrew O'Rourke Vice Chair, MPC Member
Stephanie Grocholski MPC Member (Virtual)
David Driedger Councillor, MPC Member
Peter Braun Councillor, MPC Member

ADMINISTRATION: Caitlin Smith Director of Planning & Agriculture
Lynda Washkevich Development Officer
Jamie Wiebe Development Officer
Jackie Roberts Development Officer
Laura Braun Administrative Assistant/Recording Secretary
Tracey Weller Administrative Assistant

MEMBERS OF THE PUBLIC: David Harms
Abe Zacharias
Martin Harder
Henry Peters

MOTION 1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MPC 24-01-001 MOVED by Peter Braun

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 24-01-002 MOVED by Andrew O'Rourke

That the minutes of the December 13, 2023 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

a) 286-DP-23 Ryan & Karie Becker

Garage – Detached with a Secondary Suite

Plan 012 4176, Block 5, Lot 9 (8902 101 Street) (La Crete)

MPC 24-01-003 MOVED by David Driedger

That Development Permit 286-DP-23 in the name of Ryan & Karie Becker on Plan 012 4176, Block 5, Lot 9 be APPROVED with the following conditions:

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

1. Minimum building setbacks for the side and rear yards are: 1.52 meters (5 feet) rear yard; 1.52 meters (5 feet) interior side yard; 3.1 meters (10 feet) exterior side yard; from the property lines.;
2. The Garage – Detached and Secondary 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.;
3. The Garage-Detached shall not exceed 100 square meters (1076.4 square feet)
4. The Garage-Detached will have a maximum vehicle entrance door height of 4.6 meters (15 feet).;
5. The Garage-Detached shall not be accessed from the back alley.;
6. The Garage-Detached shall be located no closer to the front property line than the associated dwelling.;
7. The Garage - Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.;
8. SECONDARY SUITES shall be limited to one per LOT/Residence.;

9. The Secondary Suite must have a separate entrance that can be directly accessed from outside or through a common area inside or both.;
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. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
12. 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.;
13. The municipality has assigned the following address to the noted property: 8902 101 Street. You are required to display the address (8902) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
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. 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.;
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

**b) 287-DP-23 Abe Zacharias
Bulk Fuel Storage & Distribution (Temporary)
Plan 152 4074, Block 1, Lot 5 (104202 Rge Rd 172)
(Tompkins Landing Area)**

MPC 24-01-004 **MOVED** by Peter Braun

That Development Permit 287-DP-23 in the name of Abe Zacharias on Plan 152 4074, Block 1, Lot 5 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. 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.;
2. Minimum building setbacks: a. 41.15 meters (135 feet) from any road allowances; and b. 15.24 meters (50 feet) from any other property lines.;
3. All conditions and regulations set out by the Safety Codes Council of Alberta are to be met to their specifications and standards. Copy of the approval from Safety Codes Council of Alberta must be submitted to Mackenzie County prior to operation. Failure to do so will render this permit Null and Void.;
4. Permit expires January 17, 2025 should the Bulk Fuel Storage & Distribution need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
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. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
8. 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.;
- 9. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
 - 10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
 - 11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
 - 12. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
 - 13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISION

- a) None.

7. MISCELLANEOUS

- a) **13xx-24 Land Use Bylaw Amendment
Rezone from Agricultural "A" to Rural Industrial Light
"RIL"
Part of NE 12-104-18-W5M**

MPC 24-01-005 **MOVED** by Andrew O'Rourke

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of NE 12-104-18-W5M from Agricultural "A" to Rural Industrial Light "RIL".

CARRIED

**b) Bylaw 13xx-24 Land Use Bylaw Amendment
Reduce Minimum Width of Lot
Manufactured Home Subdivision “MHS”**

MPC 24-01-006 **MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 13xx-24 being a Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3, subject to public hearing input.

CARRIED

**c) Bylaw 13xx-24 Land Use Bylaw Amendment
Rezone from La Crete Light Industrial “LC-LI”
To Manufactured Home Subdivision “MHS”
Part of SE 16-106-15-W5M**

MPC 24-01-007 **MOVED** by Peter Braun

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

CARRIED

**d) Bylaw 13xx-24 Land Use Bylaw Amendment
Rezone from Hamlet Residential 1A “H-R1A”
To Manufactured Home Subdivision “MHS”
Part of NW 9-106-15-W5M**

MPC 24-01-008 **MOVED** by Peter Braun

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone Part of NW 9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”, subject to a portion of the application remaining as Hamlet Residential 1A “H-R1A” as discussed.

CARRIED

e) 2023 End of Year Development Statistics

MPC 24-01-009 **MOVED** by Andrew O’Rourke

That the 2023 End of Year Development Statistics be received for information.

CARRIED

8. CLOSED MEETING

a) None

9. MEETING DATES

- ❖ Wednesday, January 24, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Wednesday, February 7, 2024 @ 10:00 a.m. in La Crete
- ❖ Wednesday, February 21, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Wednesday, March 6, 2024 @ 10:00 a.m. in La Crete
- ❖ Wednesday, March 28, 2024 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 24-01-010 MOVED by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:06 a.m.

CARRIED

These minutes were adopted this 28th day of January, 2024.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 31, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2024-01-09 Minister of Municipal Affairs – Specialized Municipality Review
- 2024-01-09 Royal Canadian Mounted Police – Deputy Commissioner Curtis Zablocki Retirement
- 2024-01-25 Government of Alberta - Growing Alberta’s Provincial Parks New Release
- 2024-01-09 La Crete & Area Chamber of Commerce – Small Community Opportunity Program – Grant Letter of Support
- 2024-01-17 Safety Codes Council – Letter of Support for Byron Peters Application for a Nomination
- 2023-11-16 La Crete Recreation Society Meeting Minutes
- 2023-12-14 La Crete Recreation Society Meeting Minutes
- 2023-11-22 Regional Economic Development Initiative Meeting Minutes
- 2023-11-21 Upper Hay Regional Forests Public Advisory Committee (PAC) Meeting Minutes
- 2024-01-24 EDA & Ag for Life Launch Student Video Contest
- 2024-01-16 Clear Hills County – 2024 Annual Agricultural Trade Show Invitation
- 2024-01-15 Pinelodge Family Dinner
- 2024-01-23 13th Annual Alberta CARE Spring Seminar

OPTIONS & BENEFITS:

N/A

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

COSTS & SOURCE OF FUNDING:

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: D. Derksen

Mackenzie County Action List as of January 9, 2024

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS180027 FNC received adequacy Next steps
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	TDL expires May 2024. Permanent license contingent on TOHL raw water study.
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	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 Signed Offer to purchase PLS140031

Motion	Action Required	Action By	Status
April 27, 2022 Regular Council Meeting			
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	Committee of the Whole Meeting 2024-01-30
June 22, 2022 Regular Council Meeting			
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	Deadline: Feb 2024
October 26, 2022 Budget Council Meeting			
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	COMPLETE
November 1, 2022 Budget Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
November 2, 2022 Budget Council Meeting			
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 / Caitlin / Andy	Deadline: February 29, 2024
December 13, 2022 Regular Council Meeting			
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	Public Input to be reviewed by Community Services Committee Communicating with local lands department.
January 25, 2023 Regular Council Meeting			
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	Bring to COW January 2024
February 7, 2023 Regular Council Meeting			
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 motion 18-06-472 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
April 26, 2023 Regular Council Meeting			

Motion	Action Required	Action By	Status
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: <ul style="list-style-type: none"> - Mackenzie Frontier Tourism Association, - La Crete Polar Cats Snowmobile Club, - Regional Economic Development Agency of Northwest Alberta. 	Byron/Jen	COMPLETE
23-05-469	That administration research the possibility of partnering with Northern Alberta Development Council (NADC) in regards to a matching bursary program.	Jen	NADC Contacted. New Bursary with criteria required. Request partnership by Nov 2023 for 2024. Reviewed Work with new FVSD Programs Bringing to a future COW Meeting
July 12, 2023 Regular Council Meeting			
23-07-574	That Mackenzie County agree to the transfer of ownership of the Fort Vermilion Library building and property and that administration work with Mackenzie County Library Board and the Fort Vermilion Library Society with the transfer.	Byron	Land Transfer documents sent to the lawyers
August 16, 2023 Regular Council Meeting			
23-08-648	That administration research gravel pit options for future crushing.	Byron	In Progress
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	Working with organizations
September 6, 2023 Regular Council Meeting			
23-09-676	That administration enter in an amended tax agreement schedule with Tallahassee Exploration Inc. as discussed.	Jen	COMPLETE ORPHAN WELL
October 11, 2023 Regular Council Meeting			
23-10-741	That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and	Don	Waiting Purchase Spring 2024

Motion	Action Required	Action By	Status
	installation of a disability playground in the hamlet of La Crete.		
October 24, 2023 Organizational Council Meeting			
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	In Progress
23-10-820	That Policy ADM050 Council/Administration Protocol – council self-evaluation tool be brought back to a future council meeting.	Darrell	Bringing to COW on 2024-01-30
October 25, 2023 Regular Council Meeting			
23-10-833	That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.	Caitlin	In Progress 2025 Deadline
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	In Progress
23-10-838	That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.	Caitlin	Advertised for January 31, 2024
23-10-844	That administration proceeds with the planning and design of the Waterline East of La Crete Project from Northpoint Business Park east to Range Road 150 by amending the 2023 One Time Project Budget by \$50,000 for engineering with funding coming from the Water/Sewer Infrastructure Reserve.	Byron/Jen	COMPLETE
23-10-845	That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.	Byron	Included in 2024 Capital Budget 50/50 cost share
November 14, 2023 Regular Council Meeting			
23-11-878	That the following tax rolls be advertised for development and future consideration of sale at market value: <ul style="list-style-type: none"> • Tax Roll #082769 • Tax Roll #082770 • Tax Roll #082773 • Tax Roll #082443 • Tax Roll #230088 	Jen	Market Value obtained Communications drafted
23-11-880	That administration enter into negotiations with the RCMP for the lease of administrative and operational space located at the La Crete Sub-Office building.	Don	Offer is submitted Waiting for a response from RCMP
23-11-882	That administration proceed with a Small Community Opportunity Program (SCOP) grant	Byron	COMPLETE

Motion	Action Required	Action By	Status
	application focusing on growing our agriculture capacity, with a focus on irrigation planning and policy development.		
23-11-883	That administration research options for the In-House Weekly Newsletter and bring back to a future Council meeting.	Darrell	Bringing to the COW on 2024-01-30
23-11-889	That the Agricultural Service Board reviews the moratorium on road allowances and bring back recommendations to a future Council meeting.	Caitlin/Landon	ASB to provide recommendation
23-11-895	That administration research the options for hamlet signage.	Caitlin	In Progress
23-11-896	That the Municipal Reserve designation be removed from Plan 052 0560, Block 05, Lot 04MR, Hamlet of La Crete and that it be advertised for Public Hearing.	Caitlin	Advertised for February 2024
November 21-22, 2023 Budget Council Meeting			
23-11-923	That administration incorporates the requested 2023 One Time Carry Forward projects in the Draft 2024 Operating budget.	Jen	Year end transaction
23-11-924	That administration incorporates the requested 2023 Capital Carry Forward projects in the Draft 2024 budget as amended.	Jen	Year end transaction
23-11-926	That the Waste Collection information be brought to a future Committee of the Whole Meeting for further discussion.	Don	Bringing to Committee of the Whole 2024-01-30
November 28, 2023 Regular Council Meeting			
23-11-947	That administration proceed with drafting a bylaw for Council's consideration regarding development levies, fees and incentives as discussed and bring back to a future council meeting.	Byron/Caitlin	Deadline: January 31, 2024
December 6-7, 2023 Budget Council Meeting			
23-12-988	That the funding request from Mackenzie Applied Research Association for the seeder be denied.	Jen	COMPLETE
December 12, 2023 Regular Council Meeting			
23-12-998	That the Fuel Supply & Services Request for Proposal be brought back to a future Council meeting.	Darrell/Jen	COMPLETE
23-12-1010	That Mackenzie County Council nominates Byron Peters as a nominee for the Rural Municipalities of Alberta (RMA) consideration for appointment to the Safety Codes Council, first priority for the Building Sub-Council, second priority for the Sewage Sub-Council.	Byron	COMPLETE

Motion	Action Required	Action By	Status
January 9, 2024 Regular Council Meeting			
24-01-004	That Councillor Wardley be authorized to attend the Economic Developers Alberta (EDA) – Resilience & Recovery Workshop for Communities in Grande Prairie, Alberta on February 23, 2024.	Louise	COMPLETE
24-01-007	That a letter of support be provided to the La Crete & Area Chamber of Commerce for their Small Community Opportunity Program grant application.	Don	COMPLETE
24-01-008	That the Fuel Supply & Services Request for Proposal be advertised as amended.	Jen/Darrell	COMPLETE
24-01-009	That the Outdoor Recreation and Tourism Plan Request for Proposal be advertised as amended.	Byron	COMPLETE
24-01-013	That the 2024 One Time Budget be amended by \$80,000 for the FRIAA –Wildfire Mitigation Plans project, with funding coming from the Forest Resource Improvement Association of Alberta grant.	Jen	COMPLETE
24-01-014	That the 2023 One Time project budget be amended by \$6,145 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.	Jen	COMPLETE
24-01-016	That the 2023 One Time project budget be amended by \$426,285 for the Northwest Species at Risk project, with funding coming from Other Sources.	Jen	COMPLETE
24-01-020	That third and final reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.	Louise	Awaiting Signatures
24-01-022	That the three 2019 160M AWD Cat Motor Graders be disposed of with: Option 2: Finning guaranteed buy back sale. Revised buy back price will be available via handout at Council meeting.	Willie	COMPLETE
24-01-023	That administration advertise Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”, to accommodate a Retail - General Use, for public hearing prior to approving first reading.	Caitlin	In Progress
24-01-026	That the following priority topics be discussed at the Minister meetings during the Rural Municipalities of Alberta (RMA) spring convention in March 2024 in Edmonton. (see minutes of priorities)	Darrell	In Progress

Motion	Action Required	Action By	Status
24-01-027	That Policy ADM033 Personal Vehicle Allowance be rescinded.	Louise	COMPLETE



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113074

January 11, 2023

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

Dear Reeve Knelsen and Council:

As you are aware, Municipal Affairs conducted a review of potential restructuring of Mackenzie County in 2021, and ultimately, I decided to take no action based on the findings of that review.

However, I understand some concerns persist with the current governance model of the municipality. As a result, I have directed ministry staff to undertake a governance review to assist in determining if changes are required. As part of this review, my ministry will collaborate with council and administration to collect information to inform my decision, including gathering perspectives on whether the reasons for the county's original formation as a specialized municipality are still applicable.

Should this review lead to the conclusion that a change in municipal status is warranted, ministry staff will work with the municipality to seek public and stakeholder input on the proposed change of status. Pending the results of this process, I may recommend to the Lieutenant Governor in Council that the specialized status of the county be changed.

Ministry staff will be in contact to discuss the scope of the governance review, including the methodology, timelines, and next steps. For additional information, please contact a Municipal Viability Advisor, toll-free in Alberta by dialing 310-0000, then 780-427-2225, or at viability.review@gov.ab.ca.

Sincerely,

Ric McIver
Minister

cc: Brandy Cox, Deputy Minister, Municipal Affairs
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division,
Municipal Affairs

Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer
Alberta

Commandant
de l'Alberta

January 09, 2023

Reeve Joshua Knelsen
Mackenzie County
P.O. Box 640,
Fort Vermilion, AB T0H 1N0

-Josh-

Dear Reeve Knelsen:

You may have already heard, but after a long and fulfilling career with the RCMP, I have decided to retire.

As Commanding Officer, I have been very grateful for the positive and collaborative relationship the Alberta RCMP has enjoyed with your community. Your input has shaped the services we provide and without your feedback, support and participation, our collective goal of public safety could not be achieved. Please accept my heartfelt gratitude for your commitment and partnership in community safety and for the ongoing support you provide the Alberta RCMP and your police officers.

While my career with the RCMP is drawing to a close, I have accepted the position of Assistant Deputy Minister with the Public Security Division of the Ministry of Public Safety and Emergency Services for the Government of Alberta. In this role, I am looking forward to the opportunity to continue working with you to ensure our communities are safe, secure, and confident in their policing services.

Yours truly,


C. M. (Curtis) Zablocki, M.O.M
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

Growing Alberta's provincial parks

Alberta's government is growing the province's provincial parks through amending, expanding, and establishing 18 provincial park boundaries.

On this page:

- [Amending provincial park boundaries](#)
- [Redesignating areas as public lands](#)
- [Quick facts](#)
- [Related information](#)

Alberta Forestry and Parks is creating more opportunities for Albertans to get outside and explore Alberta's beautiful parks through the creation of two new parks in northern Alberta. The changes to the 18 provincial parks will add more than 1,400 hectares to the provincial park system. Both Kleskun Hills Provincial Park and La Biche Provincial Recreation Area are being created from previously purchased private land.

Through this change, Kleskun Hills Provincial Park will include more than 1,000 hectares of protected land and La Biche Provincial Recreation Area will include more than 65 hectares of additional protected land while offering rustic facilities and camping areas for recreational users.

“The expansion of the provincial parks system creates opportunities for Albertans to visit and appreciate some of Alberta's most spectacular landscapes. The changes we are making will enhance the ability to access

and enjoy our province’s outdoor spaces without impacting recreational use.”

Todd Loewen, Minister of Forestry and Parks

Alberta’s government is also amending an existing park boundary to correct a legal land description, expanding three existing parks and redesignating twelve provincial recreation areas, most of which have been closed for decades. These redesignated sites will now be managed as public lands so that Albertans can continue to access, explore and enjoy the areas.

“With its Indigenous cultural significance, it is a fitting tribute that Kleskun Hills be designated as a provincial park within the County of Grande Prairie. We welcome visitors to the area this spring to celebrate the grand opening of Kleskun Hills Provincial Park and to experience a fascinating glimpse at Canada’s northernmost badlands ecosystem and all that our region offers.”

Bob Marshall, reeve, County of Grande Prairie

Amending provincial park boundaries

Alberta is home to more than 470 provincial parks and recreation areas. From the forested north to the sunny southern reaches of Alberta and from the majestic Rockies on the west to the expansive prairies of Alberta’s eastern border, Alberta is home to parks enjoyed by millions every year.

In total, 238 hectares of land will be added to Lois Hole Centennial Provincial Park in the capital region, 2.9 hectares of land will be added to Bleriot Ferry Provincial Recreation Area and 37 hectares of land will be added to Peaceful Valley Provincial Recreation Area, in the central region.

The boundary for Egg Island Ecological Reserve, in the northern region is being corrected to resolve a historical error. This correction will not impact the ecological

reserve's size, extent, location or function.

Redesignating areas as public lands

Ten sites around the province are being redesignated as public lands. Alberta's government will ensure continued public access to these areas, and they will continue to support recreation and other uses under the *Public Lands Act*.

Additionally, Fort Vermillion Provincial Recreation Area is being designated as public land. The site will be managed by Mackenzie County through a public land disposition.

Big Elbow Provincial Recreation Area exists within Don Getty Wildland Provincial Park. The site will remain part of the wildland provincial park and the backcountry campground will continue to function without disruption.

“This announcement has been in the works for years, so we are thrilled that the government has made this designation change happen. We are looking forward to partnering with them to build out and create an amazing northern riverside destination that will serve Albertans and visitors for years to come.”

Josh Knelsen, reeve, Mackenzie County

Quick facts

- The sites being redesignated are smaller sites that have been previously decommissioned due to low visitation or impacted by environmental damage. They include:
 - Chisholm Provincial Recreation Area
 - Fir Creek Provincial Recreation Area
 - North Ram River Provincial Recreation Area
 - Crane Meadows Provincial Recreation Area
 - Eyrie Gap Provincial Recreation Area

- Gunn Provincial Recreation Area
- Little Smoky Provincial Recreation Area
- Muriel Lake Provincial Recreation Area
- Newbrook Provincial Recreation Area
- Raven Provincial Recreation Area.

Related information

- [Alberta's parks system](#)
- [Recreation on public land](#)
- [2023 parks season update](#)
- [New Park Boundary Amendments | Alberta Parks](#)

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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

La Crete & Area Chamber of Commerce
10013-101 Avenue Unit #3
La Crete, AB
T0H 2H0

January 09, 2024

RE: SMALL COMMUNITY OPPORTUNITY PROGRAM - GRANT APPLICATION

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support in your application for the Small Community Opportunity Program Grant Funding. Your project of erecting advertising signs within the hamlet of La Crete would provide an enormous asset for business, non-profit organisations, emergency services and other community services and organizations. It would be a very significant communication tool for all community stakeholders.

Mackenzie County recognizes the Chamber of Commerce is a non-profit action oriented organization designed to meet community or area needs. We applaud the voluntary organization of progressive individuals and businesses that work together to advance the commercial, financial, industrial and civic interests of a community.

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

Sincerely,

Josh 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

via email: wyatt@RMAAlberta.com

January 17, 2024

Wyatt Skovron
Director of External Relations & Advocacy
2510 Sparrow Drive
Nisku, AB, T9E 8N5

Dear Mr. Skovron,

RE: BYRON PETERS APPLICATION FOR SAFETY CODES COUNCIL SUB-COUNCIL

On behalf of Mackenzie County council, I am pleased to provide a letter of recommendation for Byron Peters to represent RMA on a Safety Codes Council (SCC) sub-council. Byron has worked for the County since 2010 and has demonstrated a keen ability to develop policy that is people-driven.

Mackenzie County is the largest municipality in Alberta, and we have experienced significant development over the last decade. We have a population of about 13,000 located in various hamlets and rural areas. This mix of remote, rural and urban development across industries has provided Byron with a wide array of situations in which to apply safety codes. Byron brings a common sense approach to the application of safety codes, and as our QMP manager, has represented the County in legal proceedings.

It is because of his technical expertise and demonstrated commitment to serving our residents that Council proudly passed the following motion supporting Byron's application for a spot on a SCC sub-council:

MOTION 23-12-1010 MOVED by Councillor Cardinal

That Mackenzie County Council nominates Byron Peters as a nominee for the Rural Municipalities of Alberta (RMA) consideration for appointment to the Safety Codes Council, first

January 17, 2024

priority for the Building Sub-Council, second priority for the Sewage Sub-Council.

CARRIED

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

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a large initial "J" and "K".

Joshua Knelsen
Reeve

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
November 16, 2023**

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

Present: Joe Driedger, President
Philip Krahn, Vice-President
Dave Schellenberg, Treasurer/Shinny Rep
Shawn Wieler, BHP Rep
Peter F Braun, County Rep Via Zoom
Henry Goertzen, Blumenort Rep
Holly Neudorf, Figure Skating Rep
Duffy Driedger, Minor Hockey Rep
Corrina Doerksen, Secretary/Bookkeeper
Jonathan Klassen, Arena Manager

Missing: Mike Schellenberg
John Zacharias
George Fehr
Lukas Peters

Call to Order: President Joe Driedger called the meeting to order at 6:02 p.m.

Approval of Agenda

Henry Goertzen moves to accept the agenda as presented.

CARRIED

Financials:

1: Financials were presented by Dave Schellenberg.

Shawn Wieler moves to accept the Oct 2023 Financial Report.

CARRIED

Approval of Previous Meeting's Minutes

Amend 9.1 to read "Shawn Wieler made a motion to approve the draft 2024 Operating and Capital budget as amended"

Dave Schellenberg moves to accept the Oct 12, 2023 regular meeting minutes as amended.

CARRIED

Business from Previous Minutes

Review of Action Sheet

Managers Report – Jonathan Klassen

1. Managers Report presented by Jonathan Klassen

Philip Krahn moves to accept the October 2023 Managers Report.

CARRIED

New Business:

- 9.1 New Arena Subwoofers

Discussion on a suggestion made to add a subwoofer to the RK arena for better sound.

- 9.2 Treasurer Signing Authority

Philip Krahn made a motion to add Dave Schellenberg as signing authority on the LCRS bank accounts.

CARRIED

Henry Goertzen made a motion to remove Lukas Peters as signing authority on the LCRS bank accounts.

CARRIED

- 9.3 Rec Coordinator

Dave Schellenberg made a motion to advertise for a full time Recreation Coordinator with a deadline of December 8, 2023.

CARRIED

- 9.4 Challenge Cup Suspensions

Two people were suspended for one year from the Northern Lights Recreation property by the Challenge Cup committee following an altercation after a Challenge Cup game.

Shawn Wieler made a motion for the LCRS to support the Challenge Cup Committee's recommended suspension from the Northern Lights Recreation property for one year to end on April 30, 2024.

Duffy Driedger moves to go in camera at 6:58 p.m.

Holly Neudorf moves to go out of camera at 7:14 p.m.

Dave Schellenberg moves for the meeting to be adjourned at 7:25 p.m.

Next Meeting will be **December 14 2023 at 6:00pm.**

ACTION SHEET

Following November 16, 2023 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Lumber Barons Agreement	LCRS	June 2024	Complete
2.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 th	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	
6.	Board Member Assignments	LCRS	Annually by LCRS AGM	

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
December 14, 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 Via Zoom
Henry Goertzen, Blumenort Rep
Mike Schellenberg, Junior B Rep
Duffy Driedger, Minor Hockey Rep
John Zacharias, Blue Hills Rep
George Fehr, Director
Corrina Doerksen, Secretary/Bookkeeper
Jonathan Klassen, Arena Manager

Missing: Dave Schellenberg
Lukas Peters
Holly Neudorf

Call to Order: President Joe Driedger called the meeting to order at 5:56 p.m.

Approval of Agenda

1: Add 9.7 Digital Sign on Main Street.

Peter F Braun moves to accept the agenda as amended.

CARRIED

Financials:

1: Financials were presented by Corrina Doerksen.

Shawn Wieler moves to accept the Nov 2023 Financial Report.

CARRIED

Approval of Previous Meeting's Minutes

George Fehr moves to accept the Nov 16, 2023 regular meeting minutes as presented.

CARRIED

Business from Previous Minutes

Review of Action Sheet

Managers Report – Jonathan Klassen

1. Managers Report presented by Jonathan Klassen

Philip Krahn moves to accept the November 2023 Managers Report.

CARRIED

New Business:

- 9.1 Emergency Funding for Hot Water Heater/Olympia Motor Job
LCRS will submit to Mackenzie County a request for emergency funding.

- 9.2 New Arena Website Proposal
Received a quote from La Crete Online for a new website design for \$2500 plus approximately \$400 for a five year fee.

Duffy Driedger made a motion to proceed with the hiring of La Crete Online to design a new website for their quoted plus five year fee.

CARRIED

- 9.3 Employee Christmas Gifts
Discussion held in camera.

- 9.4 Banned from the Arena Individual
Discussion on how to move forward with arena suspensions in the future.

- 9.5 Speakers Upgrade in the RK Arena with funding
A group is interested in finding sponsors for additional speakers for the RK rink. LCRS agreed for them to proceed.

- 9.6 Hire Recreation Director
Executive had an interview with an applicant.

Shawn Wieler made a motion to hire Ed Wiebe as the Recreation Coordinator.

CARRIED

- 9.7 Digital Sign on Mail Street
La Crete Chamber of Commerce is looking into setting up a digital sign on main street and is looking for sponsors. LCRS cannot sponsor as a non profit but would consider advertising with them in the future if they proceed.

Henry Goertzen moves to go in camera at 7:01 p.m.

George Fehr moves to go out of camera at 7:11 p.m.

Mike Schellenberg moves for the meeting to be adjourned at 7:16 p.m.

Next Meeting will be **January 11 2024 at 6:00pm.**

ACTION SHEET

Following December 14, 2023 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Lumber Barons Agreement	LCRS	June 2024	Complete
2.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 th	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	
6.	Board Member Assignments	LCRS	Annually by LCRS AGM	



**Board Meeting
REDI Northwest Alberta
Town of High Level, Room #150
APPROVED MINUTES
November 22, 2023
6:00 REDI Meeting**

MEETING MINUTES

REDI Board Members Present

Lisa Wardley, Chair, Mackenzie County
Boyd Langford, Vice Chair, Town of High Level
Julie Melville, Secretary/Treasurer, Town of Rainbow Lake
Richard Oliver, Northern Lakes College
Crystal McAteer, Town of High Level
Ryan Matthew Luengo, High Level Chamber of Commerce
Josh Knelsen, Mackenzie County
Mike Osborn, Community Futures Northwest Alberta
Justin Gaudet, Paddle Prairie Metis Settlement
Larry Neufeld, La Crete Chamber of Commerce
Ray Towes, Fort Vermilion Board of Trade
Jasmine Light, Northern Lakes College

REDI Board Members Absent

Greg McIvor, Zama Chamber Committee
Don Werner, Town of Rainbow Lake

Staff & Guests

Andrew O'Rourke, REDI Manager
Adrian Wolfe, Site Selection & Community Profile Project
Ernest Schallenberg – Echo Mountain Ventures Inc.
Hayley Gavin, Director of Planning & Development

1. CALL TO ORDER

The Chair called the meeting to order and declared quorum at 6:02 pm.

2. REVIEW & ADOPTION OF THE AGENDA

Motion:

That the agenda be accepted as presented.

Carried

Moved by Crystal McAteer

3. MINUTES OF THE OCTOBER 18, 2023, MEETING.

Motion:

The Minutes of the October 18, 2023, REDI Meeting be accepted as presented.

Carried

Moved by Boyd Langford

4. YEAR TO DATE FINANCIAL REPORT OCTOBER 31, 2023

Motion:

Moved by Julie Melville

That the month ending October 31, 2023, financial report be accepted as presented.

Carried

5. DELEGATION

Ernest Schallenberg – Echo Mountain Ventures Inc.

Freeze-drying preserves food by removing its moisture content and making it shelf-stable for long periods. Freeze-dried food has many advantages, such as retaining its nutritional value, flavour, colour, and texture and being lightweight, portable, and easy to prepare. Freeze drying can be a lucrative business opportunity for anyone who wants to sell healthy, convenient, and unique food products to various markets, such as outdoor enthusiasts and health-conscious consumers. However, starting a freeze-drying business also requires investing in a high-quality freeze dryer and other equipment and finding a reliable source of raw materials. Echo Mountain Ventures Inc. would like to undertake a feasibility Study to understand the market and opportunity. REDI has the potential to assist 50% in creating a feasibility study with \$10,000 in funding allocated from the NRED grant.

Adrian Wolfe – Site Selection & Community Profiles

Adrian presented the finished community profiles, but as this was the first time the REDI board and our municipal members had viewed files, a request was made to have a feedback loop. This would take into consideration changes or requests from our Municipal partners. A deadline of December 15 was set for additions to the Community Profiles so that Councils also had time to review documents.

6. ORGANISATIONAL MEETING

The regular board meeting paused at 6:33 pm, and the chair handed over to REDI Manager Andrew O'Rourke to undertake the Annual Organisational Meeting. The regular board meeting reconvened at 6:45 pm.

7. NEW BUSINESS

i. Feasibility Study – Freeze Drying Food

REDI has the potential to assist 50% in creating a feasibility study with \$10,000 in funding allocated from the NRED grant. The REDI Manager will bring back potential specialized consultants along with cost estimates.

ii. NRED – Business Case Childcare

A review of the first five business cases was undertaken at the board meeting. The business cases include Bio Diesel, Registered Childcare Facilities, Spirits Distillery, Heritage Seeds, and a Tire Recycling Facility. Feedback on the Childcare facilities required the most changes, as the business case outlined many different childcare facilities rather than building a sustainable business case for a facility. The REDI board does not believe that a generic licensed childcare business case will fit into our business case's two-page format, as each community has specific childcare requirements. Our region's childcare facilities require a much larger study and the lack of childcare options which impacts upon the economy. It was decided to drop this business case and compensate our consultant, Paul Salvatore, for his research. In January, REDI will select a replacement business case topic.

iii. MoveUp Magazine

Motion:

Moved by Crystal McAteer

That the following topic for the MoveUp Magazine in February 2024 will be the REDI -Made Business Showcase Event.

Carried

iv. Invest Alberta – Workshop Report

A report was presented to the board outlining the expenditure, attendance and feedback from the Invest Alberta workshop hosted by REDI on October 17 at the Best Western Hotel.

Motion:

Moved by Julie Melville

That the report for the Invest Alberta Workshop in October, hosted by REDI be received for information.

Carried

v. REDI Made – Business Showcase Event March 12-14, 2024.

The REDI Manager has been coordinating with Paul Salvatore and has roped in Graham Sherman from the Tool Shed Brewing Company. There was a discussion about having tours of industrial facilities in High Level to finish the three-day conference. This was to ensure conference goers were not checking out on Thursday and watching the clock to get on the road. The possibility of a prize was suggested to keep conferencegoers engaged until the end of the event.

The Manager presented a two-day conference schedule due to a large quote of \$10,000 per day from Best Western Hotel; the most significant cost portion of the quote was food and beverage for 140 people. There are currently some difficulties getting our contracted speakers from Calgary to Edmonton in time for the 9:20 am departure to High Level. The Manager is working on an alternative route through Grande Prairie. A suggestion was made that REDI could dip into our financial reserves to cover the additional costs of holding the event. Tickets cost of \$150 for a three-day event. A budget was presented, which included ticket sales, possible sponsorship, NRED grant contribution and a potential Labour Market Grant to cover the cost of two speakers.

There was a discussion about Forest Capital of Canada's involvement in the event and what speakers we could get to speak to regarding business cases related to forestry value-added. Could AFPA or Tolko sponsor one of those speakers?

Motion: **Moved by Mike Osborn**
That the REDI Manager can budget and hire additional support for the REDI made business conference as required.

Carried

vi. EDA Conference 2024

Motion: **Moved by Boyd Langford**
That the REDI Manager be authorized to attend the 2024 EDA Conference in April and put forward the REDI business cases for the awards ceremony.

Carried

7. OLD BUSINESS

i. CanExport Video – Investment Attraction – Jordan Maskell

Local contractor Jordan Maskell presented his draft version of the investment attraction video for the REDI board; Lisa is talking about Tolko producing power in the investment attraction video, which they currently do not, so that must be edited out. There was the sign of Tolko sawmill, but not for West Fraser or La Crete sawmill. Additional interviews with Josh Knelsen will be edited into the final version. In the summer of 2023, wildfire smoke was a significant factor in getting good outdoor shots.

CanExport Video – Mackenzie Oat Millers & Mustus Agrifoods

A draft version of the Mackenzie Oat Millers and Mustus Agrifood video was reviewed.

ii. CanExport Project

Motion: **Moved by Mike Osborn**
That REDI will submit CanExport final reporting before January 31, 2024, and continue with revised older documents rollout until June 2024.

Carried

iii. Community Rail Advocacy Alliance (CRAA) 2024

Motion: **Moved by Josh Knelsen**
That REDI continues with a membership of CRAA for 2024 and authorizes the \$2,000 invoice to be paid.

Carried

iv. Digital Service Squad (Project End)

The final report on this project was submitted to ‘The Business Link.’ REDI overspent on the project by \$1,142.65 over the \$46,000 budget; this was for CPP and EI employment contributions.

Motion:

Moved by Justin Gaudet

That REDI will cover the cost of \$1,142.65 for CPP and EI with 50% of the cost coming from Community Futures Northwest Alberta.

Carried

9. ADDITIONAL INFORMATION

- i. REDI Region - Economic Dashboard
- ii. Small Communities Opportunities Program
- iii. MoveUp Magazine Article – Site Selection
- iv. Investment Attraction and Export Development Brochure

10. ROUND TABLE

Ryan Matthew Luengo: The High Level Chamber will have midnight madness on December 1, 2023

Ray Toews: Hydway Hardware won the best hardware store in Canada at an awards ceremony in Whistler. The award was from Hardlines magazine, a trade magazine for hardware distributors. The Board of Trade is having Christmas Tree Lighting and Sleigh rides at 5 pm on December 02, along with fireworks at 9 pm.

Mike Osborn: The CFNWA board has agreed to refinance RRRF loans to allow businesses to claim the forgiveness portion of the federal loan. Along with several ongoing new business loan applications, December will be busy.

Larry Neufeld: The La Crete Chamber is in the middle of Moonlight Madness week. We’ve had to reprint our booklet, as there are so many additional requests for copies. Apologies for the mix-up in the La Crete Chamber AGM dates for the REDI collaboration with Billy Molles. But we look forward to having him up here in March next year.

Richard Oliver: Jasmine Light and I attended the Peavine Metis Settlement, where we met with council members and introduced them to CEC. NLC has broken ground on a campus in Peavine.

Justin Gaudet: Paddle Prairie has put up new Christmas lights. We will be working on infrastructure grants with Alberta Transportation. Also, in spring, there are solicitations for an upgrade to our water treatment plant. There is a Greener Homes grant with the Federal Government to retrofit 95 homes in the settlement. Paddle Prairie is completing its green-inclusive strategy for the multiplex retrofit with a new condenser and ice plant.

Boyd Langford: At the Northern elected leaders meeting with four MLAs. Todd Lowen was speaking about the 2023 Wildfires and new initiatives for the 2024 season, which involves bringing in crews earlier. The Upper Hay Public Advisory Committee – There is no water in the Hay-Zama area and lakes for around 100sq miles.

Lisa Wardley: The first Forest Capital of Canada meeting is happening tomorrow night, where we will go over the TOR of the committee and the financial agreement with the County. The committee will work with Vault Media to create a website and marketing material. The county is adopting its new development plan, with some exciting changes, including a real push for additional urban agriculture and country-rural residential rules to protect the rural way of life. Today, there were interviews for the NWSAR admin position. There has been an increase in the sale of lots in Zama, which is down to fantastic internet, homeschooling options, water treatment facilities, and the cost of lots.

10. ADJOURNMENT & NEXT MEETING

The next REDI meeting will take place on January 17, 2024, at 6:30 p.m. online.

Motion:

That the REDI meeting be adjourned at 8:35 p.m.

Carried

Moved by Boyd Langford

Lisa Wardley, Chair

REDI Manager



Public Advisory Committee Meeting Minutes

Tuesday, November 21, 2023
5:00 pm Town of High Level Office, Council Chambers
5:30 pm, Microsoft Teams virtual meeting

PRESENT:

Boyd Langford (Town of High Level)	Kieth Robinson (Member of Public)
Curtis Cole (Tolko Industries)	Tyrell Benson (West Fraser)
Carla Chisaaky (Dene Tha)	Melanie Plantinga (Public Advisory Committee Coordinator)
Charlie Chisaaky (Dene Tha)	Mitch Baker (Silvacom)
David Martel (Dene Tha)	Neil Beaudry (Tolko)
Erik Peterson (Silvacom)	Norm Livingston (Tolko)
Fred Radersma (West Fraser)	Scott Miller (West Fraser)
John Thurston (Northern Lights Forest Education Society/Hungry Bend Sandhills Wilderness Society)	Stephanie Grocholski (Forestry and Parks)
Jordan Maskell (Echo Pioneer)	Steve Wilson (Ecologic)
Kelly Whiffen (Member of Public)	Trevor Lafreniere (Tolko)

VIRTUAL ATTENDEES:

Cameron Cardinal (Mackenzie County)
Don Werner (Town of Rainbow Lake)
Eric Jorgensen (Member of the Public)
Evan Stadt (GOA Environment and
Protected Areas)
Gale Hayday (Northern Lights Forest
Education Society)
Jennifer Renton (GOA Environment and
Protected Areas)
Joe Prusak (GOA Environment and
Protected Areas)
Lisa Wardley (Mackenzie County)
Steve Peters (Evergreen Lumber)
Terry Batt (Alberta Trappers Association)
Tristan Neudorf (Treetech)

1. WELCOME

- a. Traditional Territory acknowledgement.
- b. Introductions

2. CONCERNS AND RESPONSE TABLE REVIEW

Table will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

I-47 The PAC was tagged on a Facebook post about the location (top of a hill) that is being used by logging trucks for wrapper checks near the Chateh turnoff.

Curtis Cole: Tolko is building another pullout closer to the Chinchaga River. They will slowly stop using the Chateh turnoff as a wrapper check. This is a temporary pullout and the companies would have to get permission to build another there.

Wrapper check question: in the past there have been instances where the wrapper checks pullouts have accumulated debris. How often are the areas checked or tidied? The company employees do a visual inspection each time that they pass the pullouts. If there is a build up of debris, they may send a contractor to clean up, or deal with it themselves.

If someone has a concern about debris, what should they do? Call the hauling concerns line and leave a message.

Do the companies advertise the number on social media? The Hauling Concerns Line number was posted on the social media recently. There were several calls after the post, but there is not always enough information left on the recording for the companies to respond to the issues raised. Melanie posted some additional information after the initial post. Can people text or only call? Curtis will check, probably only able to receive phone calls. When people call the number, they are asked to leave a message, this message is e-mailed to several people who review and respond to the issue.

Is there interest in posting the information regularly on social media? Can the information be posted the main Facebook page? Melanie will investigate.

3. ROUND TABLE

Forest Capital Of Canada 2024 (FCC2024) kick off events. Some events occurred January 12th and 13th. Others will occur January 19th and 20th. Facebook page is active. Please visit and like. Other social media will be up and running soon. We are looking for ways to celebrate why we love to live, work, and play in the FCC2024 so reach out with your ideas!

INTERMISSION – PRESENTATIONS BEGIN AT 6:00 PM

4. CARIBOU ECOLOGY – Steve Wilson

There is a treatment being tried to restore linear disturbances in lowland areas. To help trees regenerating they create soil mounds and plant seedlings in them. Has this treatment been effective? Only small areas have been treated and there probably need to be large treatment areas before they have a good sense as to whether it is working. How long ago were these treatments done? Some projects are probably 15 years old. The seedlings are growing, and the wolves are no longer using these disturbances as highways.

The information being shared indicates that habitat which is good for moose may not be best for caribou. Some people may prefer to have moose for food and recreational hunting. Is there education being done with the public to inform them that habitat management to encourage caribou may reduce moose? It's important to understand some of the tradeoffs that we're facing so that that people can make informed decisions about how they want the land bases in their regions.

One of the projects to promote caribou recovery is to capture pregnant females and have them calve and spend first 30 days penned up. The idea is to protect calves from predation. What do the penned caribou eat? A commercial reindeer chow is fed to the caribou. The public gather lichen and it is mixed with the commercial food. Over time the caribou adapt to eating more commercial food and less lichen. What is in the reindeer chow? Steve is unsure.

One audience member was listening to an article about caribou in Alaska which suggested the possibility that the caribou have cyclical population numbers. There appear to be populations that are recovering without human involvement. Could that be the case with the boreal caribou? Since much of the data was collected in 2008/09 do we know that the population is continuing to decline? The barren ground caribou do tend to cycle for reasons which we don't understand. We don't see that kind of cycling happening in the boreal populations. The boreal caribou are very difficult to count because they are difficult to spot from the air. The population rates are calculated based on death rates of collared female caribou and the number of young which are seen.

5. Sub-regional Planning – Jennifer Renton

Presentation will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

Where are we (in northern Alberta) at in the planning process? The region has three different subregional plans affecting it. The Bistcho subregional plan was approved in April 2022 and we are moving into implementing that plan. The Chinchaga subregional plan was supposed to be launched last year. This is being slowed down by limits of government resources. Believe that the intent is to launch Chinchaga this year. Caribou Mountains has a commitment for 2025, but there is likely to be an update on that schedule.

Is it realistic to get self sustaining caribou herds throughout the province? That is our commitment as citizens of Canada.

When can we expect to see the regulations or setup of the implementation committee? The implementation committee is being actively worked on. The government can't make any commitments but expect to see this moving forward soon.

The Bistcho range plan has conditions for possible review because of wildfires. The disturbance within the Caribou zone and total disturbance has exceeded those conditions. What is Alberta's plan for that range? Jennifer has just started to confirm final fire footprints and is working with ministry colleagues to fully understand how areas were impacted and not just from a caribou perspective.

Where are we with monitoring the population recovery? Has there been investment into monitoring? We have regular surveys and information collection. There has been upkeep on the monitoring systems. If you want to get into specific detail, Jennifer suggests that you talk to Nataalka.

It appears that there is an area on the maps in the presentation in the northeast corner of the province which is grayed out and with no ranges being shown on it, what is that? That is the national park. GOA does not have jurisdiction over planning in the parks. It is the federal governments responsibility. Do we know how the caribou are doing in that undisturbed range? Alberta is not actively surveying those areas.

Additional questions can be forwarded to Jennifer Renton.

6. COMPANY SUBREGIONAL PLAN IMPLEMENTATION – Pat Cool

Presentation will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

The volume harvested from stands using the aggregate harvest method is lower than in traditional harvest strategies. If this were applied on the entire harvest area the company's current cut level would not be sustainable. Has analysis been done to determine the impact to volume of implementation of aggregate harvest in the Bistcho subregional plan area? This is not yet known. The companies may be able to mitigate the impacts in our region, but it may be detrimental to forestry in other areas of the province.

At one point the advisory to the federal government was that 65% of a range must be undisturbed to aid caribou recovery. Is 65% necessary across the map? Can this be modified so that there is less impact to the forestry industry? How much does 65% impact this zone we are looking at? For planning purposes, the government has set the goal that in 60-100 years the region will be 65% undisturbed. The companies must alter business practices to conform to that. Goals and implementation strategies may change as research continues.

One member of the audience commented that he appreciates the presentations and requests that this topic be discussed in future with updates as to what is happening. The companies can keep the public informed about progress in the Bistcho subregional

plan area. The PAC could probably invite someone from the government to present information about the large picture as things develop. There are links to public websites which have additional information. Melanie will send some of those to the PAC after the meeting.

7. QUESTION AND ANSWER

8. NEXT MEETING – February 20th, 2024, location to be determined.



From: [Economic Developers Alberta \(EDA\)](#)
To: [Office](#)
Subject: EDA & Ag for Life Launch Student Video Contest to Showcase Alberta's Vibrancy
Date: January 23, 2024 10:42:11 AM



For Immediate Release

Agriculture for Life (Ag for Life) and Economic Developers Alberta (EDA) are excited to launch the "Why I Love Alberta Youth Challenge."

This cutting-edge video contest invites Alberta high school students to unleash their creativity and showcase why they think Alberta is the best place to study, work and live.

The Why I Love Alberta (YI#LoveAlberta) Youth Challenge is designed to provide students with a platform to craft compelling video narratives that delve into the distinct and positive attributes of their communities.

"We believe in the power of our youth to shape the future of Alberta and the Why I Love Alberta Youth Challenge provides a platform for them to express their creativity and pride in our incredible province," said Luree Williamson, CEO Ag for Life.

The challenge opens on Feb. 1, 2024, inviting grade 9–12 social studies students to participate.

Submissions will be welcomed until April 30 and the winners will be revealed during Economic Development Week, May 6 - 10.

Participants in the [Why I Love Alberta Youth Challenge](#) have the chance to earn recognition and prizes for their creative contributions. Cash prizes of \$1,000, \$500 and \$250 will be awarded to the top three submissions, respectively, along with a corresponding amount granted to each winning student's classroom.

"We are excited to collaborate with Ag for Life in the Why I Love Alberta Youth Challenge," said Leann Hackman-Carty, EDA CEO. "This innovative contest not only empowers Alberta's high school students to showcase their creativity but also underscores the unique opportunities our province offers. By encouraging students to share their perspectives through engaging videos, we hope to highlight the vibrant and promising aspects of Alberta, reinforcing its status as a prime destination in the west."

To participate and for more information on the Why I Love Alberta Youth Challenge, please visit: www.lovealberta.ca

EDA members will have access to the videos to integrate authentic narratives into their community marketing strategies, thereby enhancing the promotion of the region for economic development purposes.

Please refer to this [toolkit](#) to learn how to make the most of this challenge. It also contains samples of social media messages and social media graphics you can use.

For more information on how you can become involved and to learn why this contest is important to your community, please join us for a FREE webinar:



**Why I Love Alberta Youth Challenge
FREE Webinar**

**Wed. Jan 31
12:00 - 1:00 PM**

Register YI#LoveAlberta Youth Challenge
Webinar

About EDA

Economic Developers Alberta (EDA) is a non-profit organization dedicated to providing resources, professional development, and networking opportunities to economic development practitioners for 50 years.

EDA is at the forefront of fostering resilient communities with a commitment to equipping individuals and communities with the skills and resources needed to thrive. Joining EDA is an opportunity for economic development professionals looking to excel in their careers and make a meaningful impact on their communities.

Members of EDA gain access to a wealth of resources, cutting-edge professional development opportunities, and a vibrant network of like-minded individuals dedicated to creating thriving communities. www.edaalberta.ca

About Ag for Life

Ag for Life (Agriculture for Life) has the mandate to deliver educational programming designed to improve rural and farm safety while building public understanding around the agricultural industry.

Ag for Life is made possible through the funding and commitment of companies that employ almost 20,000 people in more than 350 Alberta communities. Founding Members include AdFarm, Glacier FarmMedia, Nutrien, Rocky Mountain Equipment and UFA Co-operative Limited. Find out more at www.agricultureforlife.ca.

www.edaalberta.ca

[Unsubscribe](#)

A brown Highland cow with large, curved horns is the central focus, standing in a lush green field. In the background, a rainbow arches across a hazy sky over a distant landscape. The overall scene is peaceful and rural.

Clear Hills County Invites You To The 27th Annual Agricultural Trade Show

Saturday, April 13, 2024

Dave Shaw Memorial Complex

Hines Creek, Alberta

Dear Sponsor and Exhibitor,

We are excited to invite you to participate in our 27th Annual Clear Hills County Agricultural Trade Show!

This one day event will take place on Saturday, April 13, 2024 at the Dave Shaw Memorial Complex in Hines Creek, Alberta.

Whether your company is large or small, this event is an excellent business opportunity and will increase your visibility among the surrounding communities.

Clear Hills County Agricultural Trade Show attracts rural families, agricultural producers and residents from surrounding areas; and supports local community groups and non-profit organizations.

Sponsors and Exhibitors are invited to promote their businesses and display their goods and services to the hundreds of people that pass through the door each year.

Please review the exhibitor options and sponsorship opportunities outlined in the enclosed package.

On behalf of the Clear Hills County Agricultural Service Board, we look forward to seeing you in April!

Regards:

Greg Coon
Agricultural Fieldman

Have any questions? Contact our team!

Greg Coon
780-685-3925 ext. 115
greg@clearhillscounty.ab.ca

Crystal Dei
780-685-3925 ext. 117
csc@clearhillscounty.ab.ca

Booth Bookings:
Natasha Gillett
780-685-3925 ext. 108
community@clearhillscounty.ab.ca

Sponsorship Opportunities

	Platinum \$2,500 & Up	Gold \$1,000—\$2,499	Silver \$500-\$999	Bronze \$100-\$499
Recognition				
Trade Show Events Handout to Visitors	Yes— Logo	Yes— Logo	Yes— Logo	Yes— Name
Listed in the County Newsletter	Yes— Logo	Yes— Logo	Yes— Logo	Yes— Name
Included in the Breakfast Placemats	Yes— Logo	Yes— Logo	Yes— Small logo	Yes— Name
Included in PowerPoint (PowerPoint is ran all day)	Yes—sole logo on screen, multiple times per cycle	Yes—2 sponsors per screen	Yes—3 sponsors per screen	Yes—by name only. All bronze sponsors on one screen
Acknowledgement on PA System during the Trade Show	Yes— Minimum once per half hour	Yes	Only for specific venue sponsorship	
Logo included in two newsletter ads prior to the trade show and on our Facebook Page	Yes	Yes		
Trade Show Flyer	Yes			

Special thank you to past, present and future sponsors!

Exhibitor Information

Booth Setup:

The following items are included for each exhibitor booth:

- ⇒ 2 Chairs
- ⇒ Table
- ⇒ Table Covering and Skirting
- ⇒ GST Included
- ⇒ Limited Additional Tables for \$25.00 each
- ⇒ Optional Electrical Outlet (110V) for \$25.00
- ⇒ Indoor booths include back wall and side wall draping

Draping colors are Blue & Silver

Indoor Machinery Booths:

400 square ft.
(approximately)

Outdoor Machinery Booths:

40x40ft
(approximately)

Payment information

Payment for the Trade Show registration shall be made to:

Clear Hills County
Box 240
Worsley, Alberta
T0H 3W0

Register before March 31, 2023 to receive early bird registration (see registration form). We do not accept credit card payments by phone or email.

E-transfers can be sent to payments@clearhillscounty.ab.ca

Cancellation Terms

Booth cancellations received after March 31st **may** be refunded up to 75% of the booth registration.

Insurance Requirements

Exhibitors are informed that injury or damage occurring to the public or employees in their leased booths may be covered by Commercial General Liability Policy. It is the responsibility of each and every exhibitor to arrange their own insurance coverage and provide a Certificate of Insurance or proof of General Liability with liability of no less than \$2,000,000.00, naming Clear Hills County as an Additional Insured. Home Owners and Tenants Insurance will not be accepted unless you have a home based business extension in which case a Certificate of Insurance as above will be required. Clear Hills County assumes no responsibility for loss or damages to exhibitors displays, materials, supplies or other items at any time.

Another option for short term exhibitor insurance may be PAL Insurance Brokers Canada Ltd. Applications can be made online at palcanada.com for exhibitor/vendor booth & Kiosk Liability Policy.

Insurance requirements must be met to finalize booth registration.

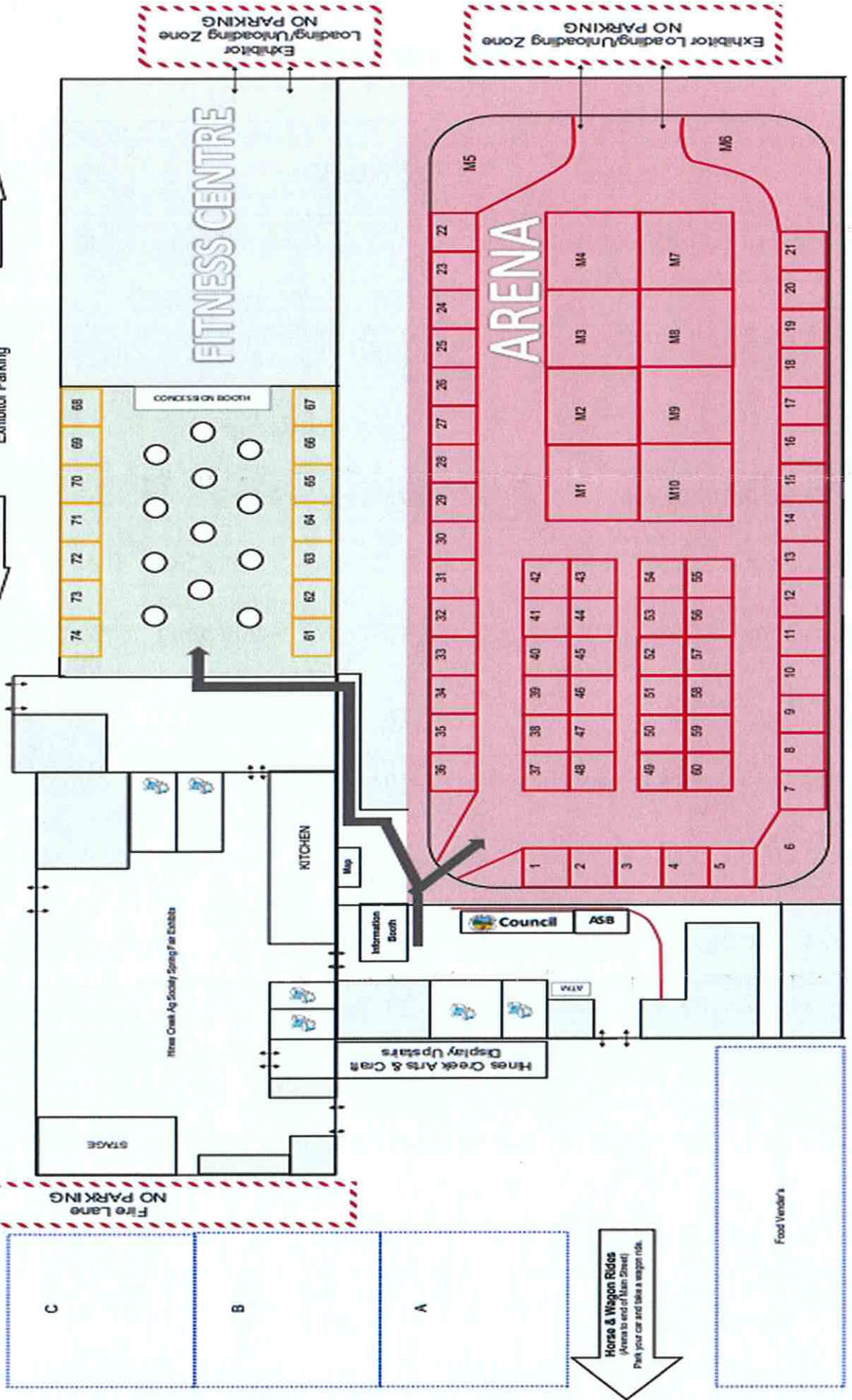
Show Schedule

	Friday	Location
Spring Fair Entries accepted by the Hines Creek Agricultural Society	11:00 a.m.—2:00 p.m.	Community Hall
Exhibitor Booth Setup	1:00 p.m.—9:00 p.m.	
	Saturday	
Exhibitor Booth Setup	7:00 a.m.—9:00 a.m.	Using Back Entrance
Sponsored Breakfast	8:00 a.m.—10:00 a.m.	Fitness Centre
Trade Show	10:00 a.m.—4:00 p.m.	Fitness Centre, Arena & Outside
Wagon Rides	10:00 a.m.—3:00 p.m.	
Hines Creek Spring Fair Exhibits	10:00 a.m.—2:00 p.m.	Community Hall
Hines Creek Arts & Crafts Club Display & Lunch	11:00 a.m.—4:00 p.m.	Upstairs above lobby
Kids Talent Show	3:00 p.m.	Community Hall
Presentation of Spring Fair Prizes	2:00 p.m.	Community Hall
Trade Show Closes & Exhibitor Clean-up	4:00 p.m.—5:00 p.m.	

Clear Hills County Agricultural Trade Show 2024

Dave Shaw Memorial Complex

Hines Creek, AB



Registration Form

April 13, 2024 Dave Shaw Memorial Complex, Hines Creek, Alberta

Company/Organizations: _____

Contact Name: _____

Address: _____ Postal Code: _____

Telephone No. _____ Cell: _____ Fax: _____

Email: _____

Sponsorship

Platinum Sponsor: \$ _____ Gold Sponsor: \$ _____

Silver Sponsor: \$ _____ Bronze Sponsor: \$ _____

Exhibitors

Booth	Early Bird Price (March 31st)	Price After March 31st Deadline	Quantity	Power (\$25)	Total
Standard Booth	\$175.00	\$200.00			
Indoor Machinery Booth (20x20ft)	\$375.00	\$400.00			
Outdoor Machinery Booth (40x40ft)	\$175.00	\$200.00			
Options: Additional Table	\$25.00	\$50.00			
Options: Additional Chairs	\$0.00	\$0.00			
Sponsorship					
				Total:	

Booth No. Preferences: (List 3)

List of products or services you will be advertising/selling: _____

Check List

Registration Form

Exhibitor Agreement (pg. 8)

Payment

Certificate of Insurance

Please mail cheque or money order to:

Clear Hills County
Box 240
Worsley, Alberta
T0H 3W0

E-transfers can be sent to payments@clearhillscounty.ab.ca
Please include TRADESHOW in the memo line.

Exhibitor Agrees to the following Terms & Conditions

1. Clear Hills County, in its sole discretion, reserves the right to assign, decline, and/or change booth locations without notice.
2. Clear Hills County, in its sole discretion, reserves the right to accept or reject any request to exhibit or participate in the show at any time.
3. Clear Hills County, in its sole discretion, reserves the right to reject, move or prohibit any exhibit in whole or in part or its representative if in the opinion of Show Management the exhibit or the activities the exhibitor or its representative violates the Agreement or is detrimental to the aims, goals and purpose of the show.
4. Clear Hills County prohibits any abusive conduct and inappropriate behaviour toward Show Management, attendees, guests or any affiliated representative of the show.
5. Clear Hills County does not assume responsibility for any loss, damages and/or theft of exhibitor's displays, materials, supplies, etc. Security will be onsite during the entire show.
6. Exhibitor's will hold Clear Hills County harmless for any damage, expense, or liability arising from any injury or damage to said exhibitor, its agents, servants or employees, resulting from any acts or omissions of the exhibitor, its agents, employees or representatives, for which the exhibitor is legally responsible for.
7. Exhibitors are entirely responsible for leased space and agree to reimburse for any damage to property, facilities, furnishings, or equipment occurring on the premises of the event, providing such damage is due to negligence of the exhibitor, its servants, agents or others for whom the exhibitor is, by law, responsible for.
8. Exhibitors are required to provide a valid Certificate of Insurance for the event and booth rental.
9. Exhibitors materials, supplies, equipment, displays, materials, supplies etc. must not be extended beyond the exhibitor's designated booth space.
10. The exhibitor agrees to remove the exhibit, equipment, displays, materials, supplies, etc. from the show building by 8:00 p.m. on the day of the show, and not before 4:00 p.m.
11. Clear Hills County has the authority to establish and interpret rules and regulations necessary for the orderly conduct of exhibitors and/or agents for the mutual benefit of all parties.

I, _____ (please print) have read, understand and agree to the terms and conditions stated above.

Position/Title: _____

Company/Organization: _____

Signature: _____ Date: _____

PINELODGE FAMILY DINNER



FEATURING THE GIESBRECHT FAMILY

at the Heritage Center

FEB 3 @ 6PM

Come enjoy amazing food and music as we raise funds for a new kitchen / dining hall / shower house. Please drop off auction items at Curtis and Myranda's at 209 Pinnacle Blvd.



Starter

Artisan Homemade Pretzels

It's a golden twist with just the right touch of sea salt—a tasty start to your meal.



Main

Slow Smoked Brisket & Pork Loin

Loaded potato casserole
Southern baked beans
Mexican corn
Caesar salad



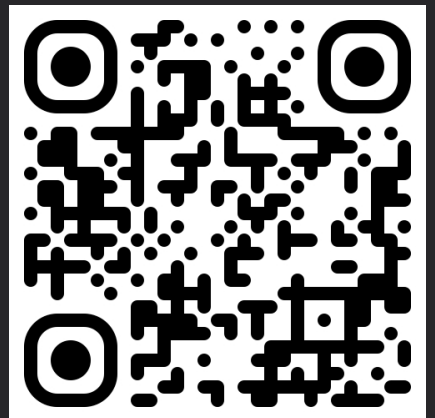
Dessert

Chocolate Bundt Cake with Ganache

Conclude your dining experience with our velvety chocolate cake topped with rich ganache

Get tickets and info at
PinelodgeBibleCamp.com

Or by calling
780-285-1575



SCAN FOR TICKETS

13th Annual
Alberta CARE
 Spring Seminar

February 28th-March 1st

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

Who Should Attend?

- Municipal Elected Officials
- Waste Commission Managers
- Landfill Operators
- Public Works Employees
- Eco Centre Employees
- Alberta Recycling Associations
- Alberta Landfill Engineers
- Waste Management Vendors
- Waste Disposal Companies
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

Accommodations

Days Inn & Conference Center
 by Wynham (Norseman)
 6505 48 Avenue, Camrose, AB
 1-780-672-9171

Group Booking: Alberta CARE



Norsemen Inn



Ramada Inn
 4702 73 Street, Camrose, AB
 1-780-672-5220

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2024

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 6505 48 Avenue, Camrose, AB



Camrose City Hall



Stony Creek Park

Silent Auction
 Going once...
 Going twice...

Ends February 29/24
 at 8:00 p.m.

Tuesday February 27th

10:00 a.m. (a) HHW Course with Overview of HSP Integration for April 1st, 2025

10:00 a.m. (b) Introduction to Safety & Risk Management for Solid Waste Management

Contact: executivedirector@albertacare.org

Wednesday February 28th

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

11:00 a.m. - NOON Lunch and Refreshments

12:30 p.m. TOUR #1 *(Buses provided) (Buses loading at 12:15p.m.)*

- PolyAg Recycling Ltd.
- Camrose Regional Landfill
- Centra Cam Depot
- Restore Area/ Emergency Depot

OR
TOUR #2

- Camrose Heritage Railway Station Museum *(Driving on your own)*

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

6:15 p.m. Greetings from the City of Camrose
Greetings from the County of Camrose
Greetings from the Legislature

6:30 p.m. BUFFET BANQUET

8:00 p.m. Entertainment

7:00 a.m.

Exhibit Viewing & Buffet Breakfast
Welcome – Tom Moore, Alberta CARE Member *(Coffee Side Bar)*

8:30 a.m. Alberta EPR in the City of Camrose
Amy Johnson, Senior Management Engineering Technologist

9:00 a.m.

Alberta EPR Program
Ed Gugenhlemer, CEO, Alberta Recycling Management Authority

9:45 a.m.

“Using a Hy-bred Treatment Technology for Removing Ammonia & Phosphorus from Wastewater”
Jeremy Enarson, Manager Engineering Services Infrastructure, City of Camrose

11:00 a.m. BUFFET LUNCHEON

NOON

TOUR #3 *(Buses provided) (Buses loading at 1:15 p.m.)*

- West Dried Meat Lake Landfill, County of Camrose, AB
- K & K Prairie Recycling

1:30 p.m.

COCKTAILS (Cash Bar)

6:30 p.m.

BUFFET BANQUET

8:00 p.m.

Silent Auction Ends
HOSPITALITY EVENING - Hosted by K&K Recycling



7:00 a.m. Exhibit Viewing & Hot Buffet Breakfast

9:00 a.m. Machine Learning AI Soil Samples
Climate Change
Olds College, AB

9:45 a.m. Utilizing 3D Modelling and Visualization Software to Look into your Future
Landfill Planning
Bob Jardine, Associated Engineering Ltd.

10:30 a.m. Catalytic Oxygen Free Waste Decomposition System in operation for the past year in Okotoks, AB
Fog Dog Energy Presentation

Note: For those travelling south homebound can stop in at the operational Okotoks site.

11:15 a.m. Closing Remarks
Tom Moore, Alberta CARE Member *(Coffee Side Bar all Morning)*



Camrose Rec Centre Solar Array



Solar Array in Camrose County



Canadian Northern Railway Station

\$600.00 Registration Per Person
Register 3 or more Delegates
and receive a....
10% Discount!

This Seminar is Alberta Environment approved for Continuing Education Units

Thursday, February 29th

Friday, March 1st



Registration Form

ALBERTA CARE Spring Seminar 2024

February 28th - March 1st 2024
Days Inn & Conference Center by Wynham (Norseman)
6505 48 Avenue, Camrose, AB 1-780-672-9171
Block of Rooms under Alberta CARE

Names: _____

Organization: _____

Address: _____

Email Address: _____ Phone: _____

NO CHARGE FOR TOURS:

Please indicate the number attending Wednesday Tour #1 _____

Please indicate the number attending Wednesday Tour #2 _____

Please indicate the number attending Thursday Tour #3 _____

Sub Total \$ _____

Seminar Fee: \$600.00 p.p \$ _____

LESS 10% (if 3 or more attend) \$ _____

GST \$ _____

Spouses or Guests attending meals:

Breakfast Buffet @ \$25.00 p.p. \$ _____

Luncheon @ 35.00 p.p. \$ _____

Buffet @ 60.00 p.p. \$ _____

TOTAL \$ _____

MAIL PAYMENT TO: Alberta CARE, 5212 49 Street, Leduc, Alberta T9E 7H5

EMAIL: executivedirector@albertacare.org or for information call Cell: 780-668-6767

Please indicate any food allergies: _____

THE UNIVERSITY OF
THE STATE OF NEW YORK
IN SENATE
January 14, 1964