

# MACKENZIE COUNTY

## REGULAR COUNCIL MEETING

FEBRUARY 11, 2014

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



# STRATEGIC PRIORITIES CHART

## COUNCIL PRIORITIES (Council/CAO)

NOW		ADVOCACY
1. <b>HOUSING ENTITY: Housing needs study funds</b>	Mar.	<input type="checkbox"/> <i>Zama Road Paving Funds</i>
2. <b>HAMLET STREETS: Review Policy</b>	Mar.	<input type="checkbox"/> <i>Highway Development</i>
3. <b>RURAL ROADS: MY rural road upgrade plan</b>	April	<input type="checkbox"/> <i>Canada Postal Service – La Crete</i>
4. <b>RURAL WATER : Water Service Policy</b>	Jan.	<input type="checkbox"/> <i>Land Use Framework Input</i>
5. <b>ECONOMIC DEVELOPMENT: Strategy Review</b>	Feb.	<input type="checkbox"/> <i>Senior's housing</i>
6. <b>OIL AND GAS STRATEGY</b>	Feb.	<input type="checkbox"/> <i>OSB Plant</i>
7. <b>ZAMA ROAD: Business Case</b>	Mar.	
NEXT		
<input type="checkbox"/> TRANSPORTATION DEVELOPMENT		<input type="checkbox"/> TOURISM: Strategy (REDI)
<input type="checkbox"/> REVENUE DECLINE		<input type="checkbox"/> BRANDING STRATEGY (2015 – REDI)

## OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)		ECONOMIC DEVELOPMENT (Joulia/Byron)	
1. <b>HOUSING ENTITY: Study Funds</b>	Mar.	1. <b>OIL AND GAS STRATEGY: Info</b>	Feb.
2. <b>RURAL WATER : Water Service Policy</b>	Jan.	2. <b>ECONOMIC DEVELOPMENT: Str. Rev.</b>	Feb.
3. REVENUE DECLINE (tax rate discussion)	Feb.	3. <b>ZAMA ROAD: Business Case</b>	Mar.
<input type="checkbox"/> MARA Agreement	May	<input type="checkbox"/> OSB Plant	
<input type="checkbox"/> Regional Sustainability Study	Feb.	<input type="checkbox"/> TRANSPORTATION DEVELOPMENT	
<input type="checkbox"/> First Nations Relations: Orientation	Jan.		
COMMUNITY SERVICES (Ron)		AGRICULTURAL SERVICES (Grant)	
1. COR Certification: Update Safety Manual	Feb.	1. Surface Water Management Plan	May
2. Rec. Board Agreement Renewal	Mar.	2. Steephill Creek/BHP Surface Water Management Plan	May
3. Disaster Emergency Planning – Implementation Plan	Feb.	3. 2014 Ag Fair Planning	Feb.
<input type="checkbox"/> Radio Communication System		<input type="checkbox"/> Emergency Livestock Response Plan	
<input type="checkbox"/>		<input type="checkbox"/> Wilson Prairie Surface Management Plan	
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. Infrastructure Master Plans	Feb.	1. Communication Plan	Mar.
2. Land Use Framework		2. Human Resource Policy Review	Apr.
3. _____		3. Cell Phone Review & Draft RFP	May
<input type="checkbox"/> Municipal Reserve Policy		<input type="checkbox"/> Virtual City Hall Implementation	July
<input type="checkbox"/> Airport Vicinity Protection Area			
FINANCE		PUBLIC WORKS* (John/Ron)	
1. Long Term Capital Plan	Apr.	1. <b>RURAL ROADS: MY RR upgrade plan</b>	Apr.
2. Long Term Financial Plan	June	2. <b>HAMLET STREETS: Review Policy</b>	Mar.
3. _____		3. Gravel Pit Transfer (Meander)	Oct.
<input type="checkbox"/> Master Card Policy		<input type="checkbox"/> Multi-Year Capital Assessment	Jan.
<input type="checkbox"/>		<input type="checkbox"/>	
ENVIRONMENTAL (John)			
1. LC Water Source Review (OMNI Report)	Apr.	<u>Codes:</u>	
2. Rural Water		<b>BOLD CAPITALS</b> – Council NOW Priorities	
3. _____		CAPITALS – Council NEXT Priorities	
<input type="checkbox"/>		<i>Italics</i> – Advocacy	
<input type="checkbox"/>		Regular Title Case – Operational Strategies	
		* See Monthly Capital Projects Progress Report	

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, February 11, 2014  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the January 13, 2014 Special Council (Budget) Meeting	7
		b) Minutes of the January 14, 2014 Regular Council Meeting	13
<b>DELEGATIONS:</b>	4.	a) Leanne Chartrand, Alberta Energy Regulator – 11:15 a.m.	27
		b) S/Sgt. Peter Pilgrim, High Level RCMP – Regional Crime Reduction Unit –11:30 a.m.	51
		c) Lee Wozencroft, Northern Lakes College – 2:00 p.m.	
		d) Friends of the High Level Seniors – 2:30 p.m.	
<b>GENERAL REPORTS:</b>	5.	a) CAO Report	77
		b) Municipal Planning Commission Meeting Minutes – December 19, 2013	85
<b>TENDERS:</b>	6.	a) 2014 Motor Grader Purchase Tender – 1:15 p.m.	99
		b) 2014 Local Gravel Crushing and Stockpiling Tender – 1:30 p.m.	101

**PUBLIC HEARINGS:** Public hearings are scheduled for 1:00 p.m.

7. a) None

**COMMUNITY SERVICES:**

8. a)  
b)

**ENVIRONMENTAL SERVICES:**

9. a) Backup Power Generators  
b)

103

**OPERATIONS:**

10. a)  
b)

**PLANNING & DEVELOPMENT:**

11. a) Bylaw 931-14 Land Use Bylaw Amendment to Rezone Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97th Ave, 10802 & 9704-108th Street) from Hamlet Residential District 1B "HR1B" to Hamlet Residential District 2 "HR2" (La Crete)

109

b) Bylaw 932-14 Land Use Bylaw Technical Change to add "Building Demolition or Removal"

117

c) Bylaw 933-14 Land Use Bylaw Amendment to Rezone NE 31-109-19-W5M from Agriculture "A" to Rural General Industrial 2 "RI2" (High Level Rural East)

145

d) Bylaw 935-14 Land Use Bylaw Amendment to Add 80 Acre Splits

153

e) Bylaw 936-14 Municipal Development Plan Amendment

159

f) Policy DEV001 Urban Development Standards

165

g)

h)



		i)		
<b>CORPORATE SERVICES:</b>	12.	a)	2014 Budget	171
		b)	Alberta Capital Finance Authority – Master Loan Agreement	207
		c)	Mackenzie Applied Research Association – Application for Insurance Coverage	235
		d)	Minimum Farmland Tax	245
		e)		
		f)		
<b>ADMINISTRATION:</b>	13.	a)	Bylaw 937-14 Fee Schedule Bylaw	247
		b)	Indian Residential School Survivors-Truth and Reconciliation Alberta Event - Funding Request	289
		c)	Council Meeting Dates	297
		d)	Mackenzie Regional Golf Tournament	299
		e)		
		f)		
<b>INFORMATION / CORRESPONDENCE:</b>	14.	a)	Information/Correspondence	301
<b>IN CAMERA SESSION:</b>	15.	a)	Legal <ul style="list-style-type: none"><li>• MARA – Research Station Draft Lease</li><li>• Clean-up Enforcement</li><li>• Municipal Government Board – Requisition Dispute between Town of High Level and Mackenzie Housing Management Board</li></ul>	
		b)	Labour <ul style="list-style-type: none"><li>• Personnel Update</li><li>• Government of Alberta Proposed Changes to the Local Authorities Pension Plan</li></ul>	

c) Land

**NOTICE OF MOTION:** 16. Notices of Motion

**NEXT MEETING DATES:** 17. a) Regular Council Meeting  
Wednesday, February 26, 2014  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 18. a) Adjournment



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the January 13, 2014 Special Council (Budget) Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the January 13, 2014 Regular Council meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Approved council minutes are posted on the County website.

### **RECOMMENDED ACTION:**

That the minutes of the January 13, 2014 Special Council (Budget) meeting be adopted as presented.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_

**MACKENZIE COUNTY  
SPECIAL COUNCIL (BUDGET) MEETING**

**January 13, 2014  
10:00 a.m.**

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

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:23 a.m.)
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor (arrived at 10:01 a.m.)

**REGRETS:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
Alison Kilpatrick	Director of Corporate Services
Bill Kostiw	Director of Infrastructure Development & Government Relations
John Klassen	Director of Environmental Services
Ron Pelensky	Director of Community Services & Operations
Byron Peters	Director of Planning & Development
Carol Gabriel	Manager of Legislative & Support Services

**ALSO PRESENT:** Member of the public.

Minutes of the Special Council meeting for Mackenzie County held on January 13, 2014 in the Council Chambers at the Fort Vermilion County Office.

**CALL TO ORDER: 1. a) Call to Order**

Reeve Neufeld called the meeting to order at 10:00 a.m.

**AGENDA: 2. a) Adoption of Agenda**

**MOTION 14-01-001 MOVED** by Councillor Driedger

That the agenda be approved with the following additions:

4. b) Delegation – Greg Newman, Mackenzie Applied

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Research Association

**CARRIED**

Councillor Wardley joined the meeting at 10:01 a.m.

**MINUTES FROM  
PREVIOUS MEETING:**

**3. a) December 18, 2013 Special Council (Budget) Meeting  
Minutes**

**MOTION 14-01-002**

**MOVED** by Deputy Reeve Sarapuk

That the December 18, 2013 Special Council (Budget) Meeting minutes be approved as presented.

**CARRIED**

**BUSINESS:**

**5. a) 2014 Operating & Capital Budget**

Review of 2014 Operating Budget (page 19).

Review of draft 2014 Capital Budget (page 29).

Councillor Jorgensen joined the meeting at 10:23 a.m.

**5. c) 2014 Grants to Organizations**

Review of 2014 Grants to Organizations for Recreation Boards.

Reeve Neufeld recessed the meeting at 11:06 a.m. and reconvened the meeting at 11:22 a.m.

**DELEGATIONS:**

**4. a) John Curwin, Peace Officer – Town of Rainbow Lake**

John Curwin, Peace Officer with the Town of Rainbow Lake introduced himself to Council. Mackenzie County has entered into an agreement with the Town of Rainbow for the provision of Peace Officer services within the boundaries of the Hamlet of La Crete.

Review and allocation of 2014 Grants to Other Organizations for Other Non-Profit Organizations.

Reeve Neufeld recessed the meeting at 12:10 p.m. and reconvened the meeting at 12:59 p.m.

Continued review and allocation of 2014 Grants to Other

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Organizations for Other Non-Profit Organizations.

**5. b) Water and Sewer Rates**

Review of water and sewer rates (page 39).

**MOTION 14-01-003**

**MOVED** by Councillor Wardley

That the water and sewer rates be set at a 100% recovery rate effective March 1, 2014.

**DEFEATED**

**MOTION 14-01-004**

**MOVED** by Councillor Driedger

That the water and sewer rates be set at an 80% recovery rate effective March 1, 2014.

**DEFEATED**

**MOTION 14-01-005**

**MOVED** by Councillor Paul

That the water and sewer rates be set at a 90% recovery rate effective March 1, 2014.

**CARRIED**

**DELEGATIONS:**

**4. b) Greg Newman, Mackenzie Applied Research Association**

Greg Newman, President, provided a financial update for the Mackenzie Applied Research Station.

**MOTION 14-01-006**

**MOVED** by Councillor Wardley

That Council move in-camera to discuss the Mackenzie Applied Research Station lease agreement.

**CARRIED**

**MOTION 14-01-007**

**MOVED** by Councillor Braun

That Council move out of camera at 2:26 p.m.

**CARRIED**

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Reeve Neufeld recessed the meeting at 2:26 p.m. and reconvened the meeting at 2:42 p.m.

Review of revised capital budget following changes made under the Grants to Other Organizations and water and sewer rate adjustments.

Review of additional TCA projects as identified on page 34 and 35 to be funded under the FGTF and MSI grants and municipal taxes.

Reeve Neufeld recessed the meeting at 3:44 p.m. and reconvened the meeting at 3:53 p.m.

Continuation of the review of additional TCA projects as identified on page 34 and 35 to be funded under the FGTF and MSI grants and municipal taxes.

Councillor Derksen left the meeting at 4:15 p.m. and rejoined the meeting at 4:28 p.m.

**MOTION 14-01-008**

**MOVED** by Councillor Wardley

That the Zama Access Road paving be identified as the first priority project should funding become available under the Resource Road Program or the Build Canada Fund and that administration work on plans to make this a “shovel ready project”.

**CARRIED**

**MOTION 14-01-009**

**MOVED** by Councillor Knelsen

That the Blue Hills Road paving to the school be identified as the second priority project should funding become available under the Build Canada Fund and that administration work on plans to make this a “shovel ready project”.

**CARRIED**

**MOTION 14-01-010**

**MOVED** by Councillor Bateman

That the regional water line between Fort Vermilion and High Level be identified as the first utility project should funding become available under the Build Canada Fund and that administration work on plans to make this a “shovel ready

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project”.

**CARRIED**

**MOTION 14-01-011**

Requires 2/3

**MOVED** by Councillor Braun

That the 2014 operating and capital budget be approved.

**CARRIED**

**MOTION 14-01-012**

Requires 2/3

**MOVED** by Councillor Derksen

That a Notice of Motion be made to reconsider Motion 13-12-928 at the February 11, 2014 regular council meeting.

**CARRIED**

**IN CAMERA SESSION:**

6. a) **None**

**NEXT MEETING DATE:**

7. a) **None**

**ADJOURNMENT:**

8. a) **Adjournment**

**MOTION 14-01-013**

**MOVED** by Councillor Paul

That the Special Council meeting be adjourned at 4:54 p.m.

**CARRIED**

These minutes will be presented to Council for approval on February 11, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the January 14, 2014 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the January 14, 2014 Regular Council meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Approved council minutes are posted on the County website.

### **RECOMMENDED ACTION:**

That the minutes of the January 14, 2014 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, January 14, 2014  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor (left at 3:58 p.m.)
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor (left at 4:34 p.m.)

**REGRETS:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
William (Bill) Kostiw	Director of Infrastructure Development & Government Relations
John Klassen	Director of Environmental Services
Ron Pelensky	Director of Community Services & Operations
Byron Peters	Director of Planning & Development
Carol Gabriel	Manager of Legislative & Support Services (left at 3:30 p.m.)
Louise Flooren	Human Resources Coordinator (Recording Secretary at 3:30 p.m.)

**ALSO PRESENT:** Members of the media.

Minutes of the Regular Council meeting for Mackenzie County held on January 14, 2014 in the Fort Vermilion Council Chambers.

**CALL TO ORDER:** 1. a) **Call to Order**

Reeve Neufeld called the meeting to order at 10:02 a.m.

**AGENDA:** 2. a) **Adoption of Agenda**

**MOTION 14-01-014** **MOVED** by Councillor Driedger

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That the agenda be approved with the following addition:  
10. a) Hiring County Equipment

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the December 10, 2013 Regular Council Meeting**

**MOTION 14-01-015**

**MOVED** by Councillor Braun

That the minutes of the December 10, 2013 Regular Council meeting be adopted as presented.

**CARRIED**

**DELEGATIONS:**

**4. a) Cathy Goulet, Northern Alberta Development Council**

Presentation by Cathy Goulet, Executive Director of the Northern Alberta Development Council regarding their priorities.

Reeve Neufeld thanked Cathy for attending and making a presentation.

**GENERAL REPORTS:**

**5. a) CAO Report**

**MOTION 14-01-016**

**MOVED** by Councillor Braun

That the CAO report for December 2013 be accepted for information.

**CARRIED**

**GENERAL REPORTS:**

**5. b) Municipal Planning Commission Meeting Minutes – October 10, October 31 and November 21, 2013**

**MOTION 14-01-017**

**MOVED** by Councillor Wardley

That the Municipal Planning Commission meeting minutes of October 10, October 31 and November 21, 2013 be received for information.

**CARRIED**

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**TENDERS:** 6. a) None

**PUBLIC HEARINGS:** 7. a) None

**COMMUNITY SERVICES:** 8. a) **Public Works Committee – Terms of Reference**

**MOTION 14-01-018** **MOVED** by Councillor Wardley

That the Public Works Committee Terms of Reference be amended as presented.

**CARRIED**

**COMMUNITY SERVICES:** 8. b) **Waste Transfer Station Operator Contract Amendments**

**MOTION 14-01-019** **MOVED** by Councillor Driedger  
Requires 2/3

That the Waste Transfer Station Operator contracts be amended as follows:

- change the minimum age for contract operators staff to 16 years old;
- that the contractor may obtain liability insurance coverage while at the transfer station from Mackenzie County at no charge or have the option to purchase their own liability insurance in which the County will reimburse them \$200;
- that a 3% increase be given to the Waste Transfer Station contract operators effective January 1, 2014.

**CARRIED**

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

**OPERATIONS:** 10. a) **Hiring County Equipment (ADDITION)**

**MOTION 14-01-020** **MOVED** by Councillor Paul

That the hiring of County equipment be referred to the Public Works Committee.

**DEFEATED**

Reeve Neufeld recessed the meeting at 11:06 a.m. and

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reconvened the meeting at 11:16 a.m.

**PLANNING &  
DEVELOPMENT:**

**11. a) Bylaw 929-14 Land Use Bylaw Amendment to  
Rezone Part of NW 12-104-16-W5M from Agricultural  
District "A" to Rural General Industrial District "RI2"**

**MOTION 14-01-021**

**MOVED** by Councillor Bateman

That first reading be given to Bylaw 929-14 being a Land Use Bylaw Amendment to rezone Part of NW 12-104-16-W5M from Agricultural District "A" to Rural General Industrial District "RI2", subject to a public hearing.

**CARRIED**

**11. b) Bylaw 930-14 Road Closure Lying West of NE 34-  
105-15-W5**

**MOTION 14-01-022**

**MOVED** by Councillor Bateman

That first reading be given to Bylaw 930-14, being a road closure bylaw for the closure of the easterly portion of the road allowance, while maintaining a 30 m road allowance, lying west of NE 34-105-15-W5, subject to public hearing input and that the land be sold back to the landowner for \$1.00 and that all costs be borne by the applicant.

**CARRIED UNANIMOUSLY**

**DELEGATIONS:**

**4. b) S/Sgt. Peter Pilgrim, High Level RCMP – Regional  
Crime Reduction Unit**

**MOTION 14-01-023**

**MOVED** by Councillor Bateman

That Council move in-camera at 11:43 a.m.

**CARRIED**

**MOTION 14-01-024**

**MOVED** by Deputy Reeve Sarapuk

That Council move out of camera at 12:16 p.m.

**CARRIED**

**MOTION 14-01-025**

**MOVED** by Councillor Bateman

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That a letter be sent to the Fort Vermilion School Division requesting a meeting to discuss their cooperation with the RCMP for the purpose of eliminating drug trafficking within schools.

**CARRIED**

**MOTION 14-01-026**

**MOVED** by Councillor Jorgensen

That the RCMP report by S/Sgt. Peter Pilgrim be received for information.

**CARRIED**

Reeve Neufeld recessed the meeting at 12:20 p.m. and reconvened the meeting at 1:03 p.m.

**DELEGATIONS:**

**4. c) Trevor Maslyk, Alberta Health Services EMS**

Presentation by Trevor Maslyk, Executive Director and Jason Gabriel, Area 1 Representative, with North Zone EMS regarding emergency health services in the region.

Reeve Neufeld thanked Alberta Health Services personnel for attending and making their presentation.

**11. c) 313-DP-13 Zama Card Lock Ltd. – Ancillary Building (Sea Can Replacement) in Direct Control (Zama)**

Councillor Bateman declared herself in conflict and left the meeting at 1:37 p.m.

**MOTION 14-01-027**

**MOVED** by Councillor Driedger

That Development Permit 313-DP-13 on Plan 882 1687, Block 08, Lot 08 in the name of Zama Card Lock Ltd. be APPROVED with the following conditions:

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

1. Minimum building setbacks:

- a. 9.1 meters (30 feet) from front (South) yard facing Beach Road;
- b. 9.1 meters (30 feet) rear (North) yard;
- c. 3.1 meters (10 feet) side (East & West) yards; from

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the property lines.

2. The highest point of the Shed shall be no more than 15 feet in height from grade to roof peak.
3. The maximum area of the Shed shall not exceed 50% of the total area of the Principal Building.
4. This Shed is approved for storage purposes only.
5. The Shed shall be finished with similar construction materials as the principal building and shall compliment the natural features of the site and the aesthetics of the neighbouring buildings to the satisfaction of the Development Authority.
6. A separate development permit is required to relocate the Sea Can onto another property unless it is being disposed of.
7. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

Councillor Bateman rejoined the meeting at 1:41 p.m.

**11. d) North West La Crete (Vanguard) Storm Sewer**

**MOTION 14-01-028**

**MOVED** by Councillor Bateman

That administration revise Policy DEV001 Urban Development Standards to reflect the County covering the cost of upsizing storm trunk mains and recovering a portion of these costs through offsite levies, and bring it to Council for review and approval.

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**CARRIED**

**11. e) Agricultural Land Fragmentation**

**MOTION 14-01-029**

**MOVED** by Councillor Driedger

That the Municipal Development Plan and the Land Use Bylaw be amended to allow the fragmentation of agricultural land up to 80 acre parcels out of a quarter (a quarter is defined as 160 acres more or less) of land, limited to two titles per quarter in the future.

**MOTION 14-01-030**

**MOVED** by Councillor Wardley

That the vote on Motion 14-01-029 be postponed for ten minutes.

**CARRIED**

Reeve Neufeld recessed the meeting at 2:11 p.m. and reconvened the meeting at 2:25 p.m.

**MOTION 14-01-029**

**MOVED** by Councillor Driedger

That the Municipal Development Plan and the Land Use Bylaw be amended as follows:

- to allow subdivisions of up to 80 acre parcels out of a quarter\* of land, limited to two titles per quarter;
- No further subdivisions will be allowed in the two parcel splits;
- Continue permitting the existing three titles per quarter\* with a maximum of ten acres per subdivision.

*\*a quarter is defined as 160 acres more or less*

**CARRIED**

**11. f) Flood Areas for Rural Subdivision Approvals**

**MOTION 14-01-031**

**MOVED** by Councillor Jorgensen

That administration review opportunities to strengthen the development permit requirements to avoid overland flooding.

**CARRIED**

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**11. g) Development Statistics Report – Year End Comparison (2013)**

**MOTION 14-01-032**

**MOVED** by Councillor Wardley

That the Development Statistics Report – Year End Comparison (2013) be received for information.

**CARRIED**

**CORPORATE SERVICES:**

**12. a) Public Works and Government Services Canada Refund Request for Taxes Paid in December 2013 (Fort Vermilion Experimental Farm Property)**

**MOTION 14-01-033**  
 Requires 2/3

**MOVED** by Councillor Braun

That Public Works and Government Services Canada (PWGSC) be reimbursed the sum of \$83.24, representing the property taxes paid by PWGSC for the month of December 2013 for the Fort Vermilion Experimental Farm properties listed below:

Tax Roll	2013 Tax Levy	December Amount
074637	160.26	13.36
074639	146.35	12.20
074642	149.71	12.48
074678	8.43	0.70
076711	523.60	44.50
<b>TOTAL</b>		<b>83.24</b>

**CARRIED**

**ADMINISTRATION:**

**13. a) Policy UT006 – Municipal Rural Water Servicing**

**MOTION 14-01-034**

**MOVED** by Councillor Bateman

That Policy UT006 – Municipal Rural Water Servicing be approved as amended.

**CARRIED**

**MOTION 14-01-035**

**MOVED** by Councillor Bateman

That administration brings forward the Fee Schedule Bylaw

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

with amendments to the rural water connections fees as discussed.

**CARRIED**

Reeve Neufeld recessed the meeting at 3:34 p.m. and reconvened the meeting at 3:48 p.m.

**13. j) NADC – Public Member Letter of Support**

**MOTION 14-01-036**

**MOVED** by Councillor Wardley

That a letter be sent to the Northern Alberta Development Council in support of Councillor Braun's application for a public member position.

**CARRIED**

Councillor Braun left the meeting at 3:58 p.m.

**13. b) 2014 Strategic Priorities**

**MOTION 14-01-037**

**MOVED** by Councillor Jorgensen

That the Mackenzie County 2014 Strategic Priorities be approved as amended.

**CARRIED**

**IN-CAMERA SESSION:**

**MOTION 14-01-038**

**MOVED** by Deputy Reeve Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 4:12 p.m.

- 15. a) Legal
- 15. b) Labour
- 15. c) Land

Councillor Wardley left the meeting at 4:34 p.m.

**MOTION 14-01-039**

**MOVED** by Councillor Paul

That Council move out of camera at 4:52 p.m.

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

**CARRIED**

**15. a) Legal – Regional Service Sharing Agreement**

**MOTION 14-01-040**

**MOVED** by Deputy Reeve Sarapuk

That the Regional Service Sharing Amending Agreement be approved as presented and discussed.

**CARRIED**

**15. a) Legal – MARA – Research Station Draft Lease**

**MOTION 14-01-041**

**MOVED** by Councillor Driedger

That administration continues negotiating a 25-year term lease agreement with Mackenzie Applied Research Association for the Fort Vermilion Agricultural Research Station.

**CARRIED**

**15. a) Legal – Municipal Government Board – Requisition Dispute between Town of High Level and Mackenzie Housing Management Board**

**MOTION 14-01-042**

**MOVED** by Councillor Derksen

That administration drafts a response for the Municipal Government Board seniors' housing requisition hearing (Mackenzie Housing Management Board vs. Town of High Level) as discussed.

**CARRIED**

**15. a) Legal – Mustus Energy**

**MOTION 14-01-043**

**MOVED** by Councillor Bateman

That administration proceeds with review and negotiation of the Electrical Energy Contract with Mustus Energy Ltd. as discussed.

**CARRIED**

**ADMINISTRATION:**

**13. c) Mutual Aid Agreement with Northern Sunrise County and MD of Opportunity**

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

**MOTION 14-01-044**

**MOVED** by Deputy Reeve Sarapuk

That administration be authorized to enter into the Mutual Aid Agreement with Northern Sunrise County and the MD of Opportunity as presented.

**CARRIED**

**13. d) 2014 Agricultural Fair and Tradeshow Hosting Date**

**MOTION 14-01-045**

**MOVED** by Councillor Jorgensen

That the 2014 Agricultural Fair and Tradeshow be held on August 8 & 9, 2014 and that the Agricultural Service Board be the hosting and organizing body.

**CARRIED**

**13. e) 2012 & 2013 Oil and Gas Activities Summary**

**MOTION 14-01-046**

**MOVED** by Councillor Knelsen

That the 2013 oil and gas industry sector activity report be accepted for information.

**CARRIED**

**13. f) La Crete Agricultural Society – Request for Letter of Support**

**MOTION 14-01-047**

**MOVED** by Councillor Paul

That a letter of support be provided to the La Crete Agricultural Society for their Community Infrastructure Program application as requested.

**CARRIED**

**13. g) MGA Review Workshop**

**MOTION 14-01-048**

**MOVED** by Councillor Jorgensen

That all Councillors be authorized to attend the MGA Review Workshop in Grande Prairie on February 7, 2014.

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

**CARRIED**

**13. h) Sponsorship Request – La Crete Midget Provincials**

**MOTION 14-01-049**

**MOVED** by Councillor Derksen

That the County provides a \$1,500 contribution towards the La Crete Midget Provincials in March of 2014.

**CARRIED**

**13. i) Skate Canada**

**MOTION 14-01-050**

**MOVED** by Councillor Bateman

That a letter of support be provided to the High Level Skate Club regarding coach certifications.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**14. a) Information/Correspondence**

**MOTION 14-01- 051**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**NEXT MEETING  
DATES:**

**17. a) Regular Council Meeting**  
Tuesday, February 11, 2014  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**18. a) Adjournment**

**MOTION 14-01-052**

**MOVED** by Councillor Bateman

That the council meeting be adjourned at 5:08 p.m.

**CARRIED**

These minutes will be presented to Council for approval on February 11, 2014.

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

UNAPPROVED

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## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Leanne Chartrand, Alberta Energy Regulator</b>

### **BACKGROUND / PROPOSAL:**

Presentation by Leanne Chartrand on Alberta's Energy Regulator. A copy of her presentation is attached.

### **OPTIONS & BENEFITS:**

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

N/A

### **SUSTAINABILITY PLAN:**

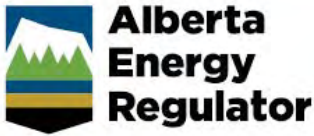
### **COMMUNICATION:**

N/A

### **RECOMMENDED ACTION:**

That the presentation by Leanne Chartrand regarding Alberta's Energy Regulator be received for information.

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



# Alberta's Energy Regulator

Leanne Chartrand

February 11 2014



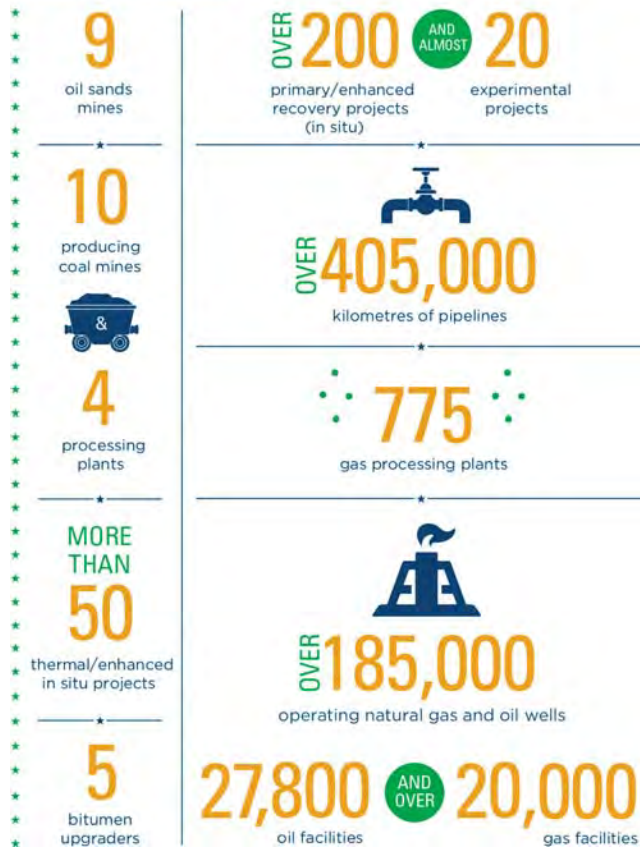
## AER Mandate

- » *The Alberta Energy Regulator ensures the safe, efficient, orderly, and environmentally responsible development of hydrocarbon resources over their entire life cycle. This includes allocating and conserving water resources, managing public lands, and protecting the environment while providing economic benefits for all Albertans.*





**The AER Regulates:**



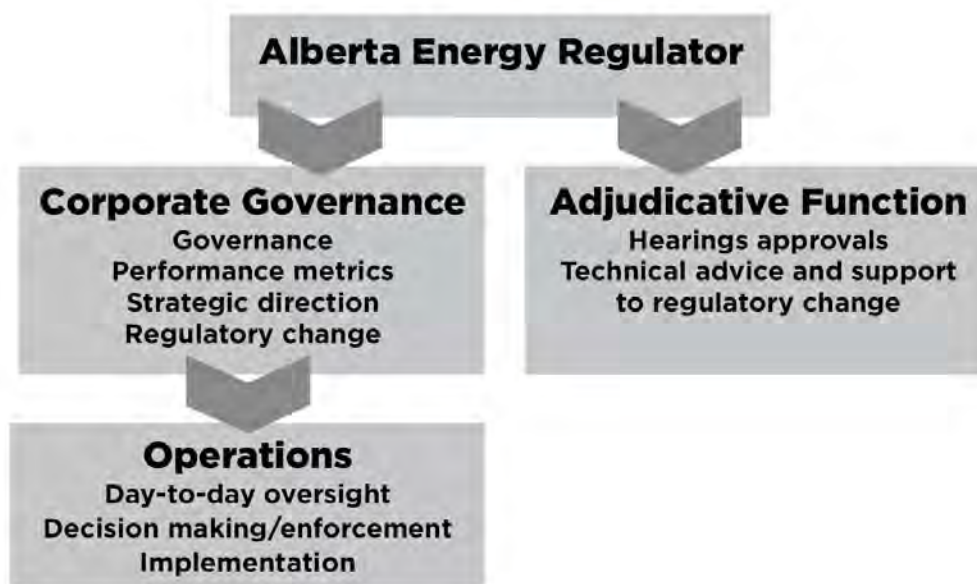
Original graphic provided by Oilweek magazine



# Integrated Resource Management System



# A Single Regulator



# A Phased Approach

- » Phased implementation ensures operational certainty during transition
  - » Phase 1 – Launch, new governance model, new public information
  - » **Phase 2 – Geophysical, *Public Lands Act*, Landowner Registry, enhanced participation**
  - » Phase 3 – *Water Act*, *Environmental Protection and Enhancement Act (EPEA)* functions, full integration into AER



# Leading the Next Era in Energy Regulation

- » Regulatory certainty & efficiency
- » Building confidence
- » Full life-cycle regulation
- » Environmental performance
- » Part of integrated system
- » Committed to transparency



## Public Notice of Application

- » The AER will post notices of application at [www.aer.ca](http://www.aer.ca)
- » Applications received for oil and gas wells, pipelines, coal mines, oil sands projects, and public lands
- » Enhances current notification requirements, which remain in place





# Notice of Application

- » Some applications are expedited – the AER will make decisions very quickly
  - » Routine applications under *Directive 056*
  - » Some applications under *Public Lands Act*
  - » Applications on administrative matters
  - » Full list available at [www.aer.ca](http://www.aer.ca)
- » Other applications will wait 30 days to allow for filing of statement of concern prior to a decision



The screenshot shows the AER Search website interface. At the top, there is a navigation menu with links for SYSTEMS & TOOLS, FORMS, CAREERS, RSS, and CONTACT US. Below this is a search bar and a list of application categories: ENERGY DEVELOPMENT PROCESS, Applications & Notices, Compliance & Enforcement, Abandonment & Remediation, Rules & Directives, Data & Publications, and About AER. The main content area is titled "Search" and includes a search bar and a "Search" button. Below the search bar, there is a section for "Search the Public Notice of Application:" with fields for KEYWORD and LOCATION (Section, Township, Range, Meridian). The search results are displayed in a table with columns for APPLICATION GROUP, COMPANY, and a description of the application. The results show two entries: one for Canadian Natural Resources Limited and one for Apache Canada Ltd. A sidebar on the left lists application groups and companies. A box on the right provides information about the Public Notice of Application process.

APPLICATION GROUP	COMPANY	DESCRIPTION
Facilities: 679 Oil Sands: 9 Coal: 1 Cellulose	Canadian Natural Resources Limited: 98	<b>1750814 - Canadian Natural Resources Limited</b> MAR 5, 2010 Construct and operate a Sour service oil effluent pipeline <- 323.9 mm OD in the following locations: 15-009-17W4M, 16-009-17W4M, 22-009-17W4M
Perm West Petroleum Ltd.: 37	Apache Canada Ltd.	<b>1756677 - Apache Canada Ltd.</b> MAR 4, 2010 Amend an existing licence for a Natural gas pipeline <- 323.9 mm



## Statement of Concern

- › Albertans concerned about an application may submit a written submission outlining concerns
- › Statement of concern must contain specific information about the application
- › Phone calls are not registered as statements of concern



## Statement of Concern

- › Statement of concern considered as part of application review does not mean the AER will hold a hearing
- › There are a number of factors the AER will consider in deciding whether to hold a hearing
- › Hearings may be conducted in a number of ways (oral, written, etc.)



## Alternative Dispute Resolution

- » The AER may use alternative dispute resolution (ADR) to address outstanding concerns
- » Facilitation or mediation by staff or hearing commissioners
- » Available at any stage in the application, hearing, and appeal process
- » The AER may direct parties to ADR



13

## Publication of Decisions

- » When a decision on an application is made, direct notice is provided to
  - » the applicant, and
  - » anyone who filed a statement of concern
- » Published AER decisions are also available at [www.aer.ca](http://www.aer.ca)



## Regulatory Appeal

- » A request for regulatory appeal can be submitted if
  - » a hearing has not been held on the application, or
  - » the person requesting the appeal is defined eligible person under REDA
- » Regulatory appeals must be submitted in writing generally 30 days after notice of decision has been provided



15

## Private Surface Agreements Registry (PSAR)

- » Allows landowners to register private surface agreements with the AER
- » Landowners can ask the AER to review the registered agreement if conflicts with the operator arise





## PSAR: Eligibility

- » Eligible
  - » Own or occupy land where activity related to energy development occurs
  - » Only agreements struck after Nov. 30
- » Not Eligible
  - » Individuals or groups who neighbour a development
  - » Industry, unless they are landowners



## PSAR: The Process

- » Forms and “How To” document available on aer.ca
- » AER review for eligibility
- » *Freedom of Information and Protection of Privacy Act*
- » Owners or occupants can ask the AER to review, if a conflict arises (section 64)





## PSAR: Section 64

- › Section 64 form is completed and submitted to the AER
- › AER investigates
- › AER makes a decision based on information provided
- › Alternative dispute resolution may be used to resolve issues
- › Order to comply may be issued



19

## Compliance and Enforcement

- › Ensuring industry complies with requirements is a key role of the AER
- › 13 000 inspections annually
- › The AER is developing a new compliance approach as it assumes new functions



## Compliance and Enforcement - New Elements

- » A new enforcement investigation process
- » The AER's technical experts inspect/examine all aspects of energy development facilities to ensure compliance



## *Public Lands Act* – The AER's Responsibility

- » The AER oversees authorizations and dispositions for energy-related activities on public land
- » As it relates to energy development, the AER will
  - » issue mineral surface leases
  - » issue pipeline licences
  - » approve road construction
  - » regulate other uses of public land related to energy development projects



## ***Mines and Minerals Act - Part 8***

- » Part 8 of the *MMA* relates to seismic exploration—the act of drilling, mining, or extracting from the land
- » Part 8 of the act transferred from ESRD to the AER on Dec. 1, 2013
- » Exploration projects submitted before Nov. 30 will continue under the AER



## ***Mines and Minerals Act – The AER’s Responsibilities***

- » Under the *Responsible Energy Development Act*, the AER will
  - » accept, issue, and administer dispositions,
  - » conduct inspections,
  - » respond to complaints, and
  - » enforce compliance related to seismic activities for hydrocarbon exploration.



# First Nations Consultation

## Overview

- » Aboriginal Consultation
  - » Aligning Alberta's regulatory and consultation systems
  - » Processes and protocols
  - » Creation of a consultation unit
  - » Ensuring the exchange of information



25

# First Nations Consultation

## Operations

- » Preconsultation assessment
- » Notify and consult
- » Expedited applications
  - » Adequacy determined prior to application
- » Applications subject to 30-day period consultation report
  - » Adequacy determined prior to decision



26

## Phase 3

- » By spring 2014, all environmental and water will be transferred to the AER
- » Final regulatory functions that will create the single regulator for all energy development in Alberta



## Vision

- » *The Alberta Energy Regulator is recognized as best-in-class, ensuring the safe, environmentally responsible development of energy resources for the benefit of all Albertans.*





## Call Us

- » Coordinated emergency response number:
  - » 1-800-222-6514
- » General information and enquiries
  - » 1-855-297-8311
- » AER.ca



29

**Leading the next era  
in energy regulation.**

**[www.aer.ca](http://www.aer.ca)**

# AER Bulletin 2013-03

November 19, 2013

## **Mandated Subdivision and Development Application Referrals, Setback Relaxations, Land Development Information Package, and Abandoned Well Information**

The purpose of this bulletin is to clarify the Alberta Energy Regulator's (AER) setback requirements from oil and gas facilities and related processes and to summarize the AER's processes for responding to setback-related referrals, requests, and inquiries.

### **The Issue**

The AER receives more than 2000 mandated subdivision and development application referrals (setback referrals) annually from subdivision and development authorities in various formats. In approximately 70 per cent of setback referrals, no sour gas facilities, and often no oil or gas operations, are found within the proposed area. A large number of setback referrals received are not for subdivision or development that would result in permanent dwellings or public facilities being subject to AER setback requirements. Further, a large percentage of setback referrals are submitted in hard copy and contain unnecessary and confidential information. Many setback referrals do not clearly indicate the type of surface developments proposed, making it difficult to determine the search area and to provide the appropriate information.

Many other requests for information about oil and gas facilities are also submitted and clarification of the AER's processes for managing these requests is needed.

### **Mandated Subdivision and Development Application Referrals**

Section 10 of the *Subdivision and Development Regulation* (the regulation) requires subdivision and development authorities to send a copy of each subdivision and development application that results in a "permanent additional overnight accommodation or public facility, as defined by the AER, to the AER if any of the land that is subject to the application is within 1.5 kilometres of a sour gas facility or a lesser distance agreed to, in writing, by the AER and the subdivision authority."

The AER must provide the subdivision or development authority with information on sour gas facilities that are within the proposed area, including the sour gas level description and the minimum distance that development must be set back from each sour gas facility identified.

Section 11 of the regulation does not allow a subdivision or development application to be approved if it would result in additional permanent dwellings or public facilities, as defined by the

AER, being located within 100 metres of a gas or oil well, unless the AER provides written approval.

The AER expects that subdivision and development authorities attempt to determine whether there are sour gas facilities in the vicinity of the proposed subdivision or development before submitting a referral to the AER. To assist subdivision and development authorities in determining whether a setback referral is required, the AER provides the following guidance.

The AER uses various land use descriptions to apply setback distance requirements for proposed developments close to sour gas facilities. These land use descriptions are based on the number and the type of surface developments proposed. Refer to the next section and the glossary (appendix 1) to determine how the AER applies these land use descriptions in its setback referral process.

Many subdivision and development authorities have tools and resources that can be used to determine whether a proposed development is close to sour gas facilities. Subdivision and development authorities that do not have these resources can contact the AER to obtain a Land Development Information Package (LDIP). Please refer to the section on LDIPs for information on how to request this information.

### Determining Whether a Referral to the AER is Required

Subdivision and development applications are only required to be referred to the AER if they meet the following AER land use description criteria (land use descriptions are defined in the attached glossary):

- Proposed **permanent dwelling** where sour gas facilities may be found within a 100 metre radius
- Proposed **unrestricted country development** where sour gas facilities may be found within 500 metres
- Proposed additional development within an **urban centre** or new urban density development located outside an **urban centre**, or a proposed **public facility** where sour gas facilities may be found within 1500 metres (1.5 kilometres)

The AER does not use the term “permanent overnight accommodation” as is used in the Subdivision and Development Regulation but instead uses “permanent dwelling,” defined in the glossary. For the purposes of the regulation, the two terms should be considered synonymous.

Referrals are *not* required for subdivision or development applications

- that do not include a permanent dwelling, business, or public facility (such as applications for road closures, gravel pits, wind farms, storage lots, lot line adjustments, area structure plans,



bylaw amendments, rezoning, etc. where no permanent dwellings or public facilities are being proposed in the application) or

inquiries 1-855-297-8311  
24-hour  
emergency 1-800-222-6514

- where it is known that no sour gas facilities are located within the distances set out above.

### Preparing and Submitting a Setback Referral to the AER

An applicant or authority can determine whether a referral to the AER is required to be submitted by using the flowchart and information found in the appendices. A subdivision or development applicant may already be aware of nearby oil or gas facilities at the time of application. It may therefore be reasonable for the subdivision and development authority to request this information from the applicant. Only those subdivision and development applications that have sour gas facilities within the setback distances outlined in the previous section, need to be referred.

When a setback referral is submitted to the AER, the form found in appendix 2 should be used to submit the referral. The use of this form will greatly assist the AER in decreasing turnaround times and will avoid unnecessary disclosure of confidential personal information.

The AER does not require notifications of hearings or appeals of decisions, nor does the AER require information on planning authority decisions on subdivision and development applications.

The AER receives many setback referrals via regular mail. In order to expedite a response, subdivision and development authorities are strongly encouraged to submit requests electronically to [setbackreferrals@aer.ca](mailto:setbackreferrals@ aer.ca). Queries related to setback referrals or requirements may be directed to the Emergency Management Group's help line (EPA help line) at 403-297-2625.

### Setback Relaxations

For subdivision and development applications where it is known that the 100 metre setback to a non-sour well would not be met, a setback relaxation request must be made to the AER.

To request a setback relaxation, contact the EPA help line at 403 297-2625 or submit a request to [setbackreferrals@aer.ca](mailto:setbackreferrals@ aer.ca). Clearly indicate that you are requesting a setback relaxation, as additional information will be required to be submitted to the AER to process the request.

### Land Development Information Package

For general information and other land-use purposes, such as area structure plans (ASP), rezoning, by-law amendments, or other planning initiatives where no permanent dwellings or public facilities are proposed in the application, the AER can provide a land development information package (LDIP) to assist the municipality with future planning.

An LDIP provides information on all oil and gas facilities licensed by the AER within a 2 km radius of the subject area to assist the municipality with planning.

Once an LDIP has been obtained further information and clarification about the oil and gas facilities can be obtained by contacting the licensee.

inquiries 1-855-297-8311  
24-hour  
emergency 1-800-222-6514

To obtain an LDIP, contact AER Information Dissemination Services at 1-855-297-8311 or by e-mail at [infoservices@aer.ca](mailto:infoservices@aer.ca). Information Dissemination Services will require the legal land description of the lands for which information is being requested.

### **Abandoned Well Information**

In October 2012, the ERCB released [\*Directive 079: Surface Development in Proximity to Abandoned Wells\*](#), which sets out requirements in support of an amendment by Alberta Municipal Affairs to the *Subdivision and Development Regulation*, which requires proponents (developers and property owners) of a subdivision or development to identify the locations of abandoned wells and ensure that proposed surface developments are not located within the minimum setback requirements in *Directive 079* in respect of any abandoned wells. The directive also requires licensees of abandoned wells to provide information and support to proponents of a subdivision or development and to follow an established well locating and testing protocol for abandoned wells near existing and proposed surface development.

The AER has an abandoned well viewer to help locate abandoned wells (available on the Systems & Tools portal of the AER website, [www.aer.ca](http://www.aer.ca)). *Bulletin 2012-20* provides additional information and can also be found on the AER website. Abandoned well information can also be obtained from the GeoDiscover Alberta website, [www.geodiscover.alberta.ca](http://www.geodiscover.alberta.ca).

### **Further Information**

Questions related to mandated setback referrals and setback relaxations should be directed to the EPA help line at 403-297-2625 or [EPAHelpline@aer.ca](mailto:EPAHelpline@aer.ca).

General setback queries should be directed to the AER's Customer Contact Centre at 1-855-297-8311 or by e-mail to [inquiries@aer.ca](mailto:inquiries@aer.ca).

Questions related to Land Development Information Packages should be directed to [infoservices@aer.ca](mailto:infoservices@aer.ca).

Questions regarding *Directive 079* can be submitted to [directive079@aer.ca](mailto:directive079@aer.ca).

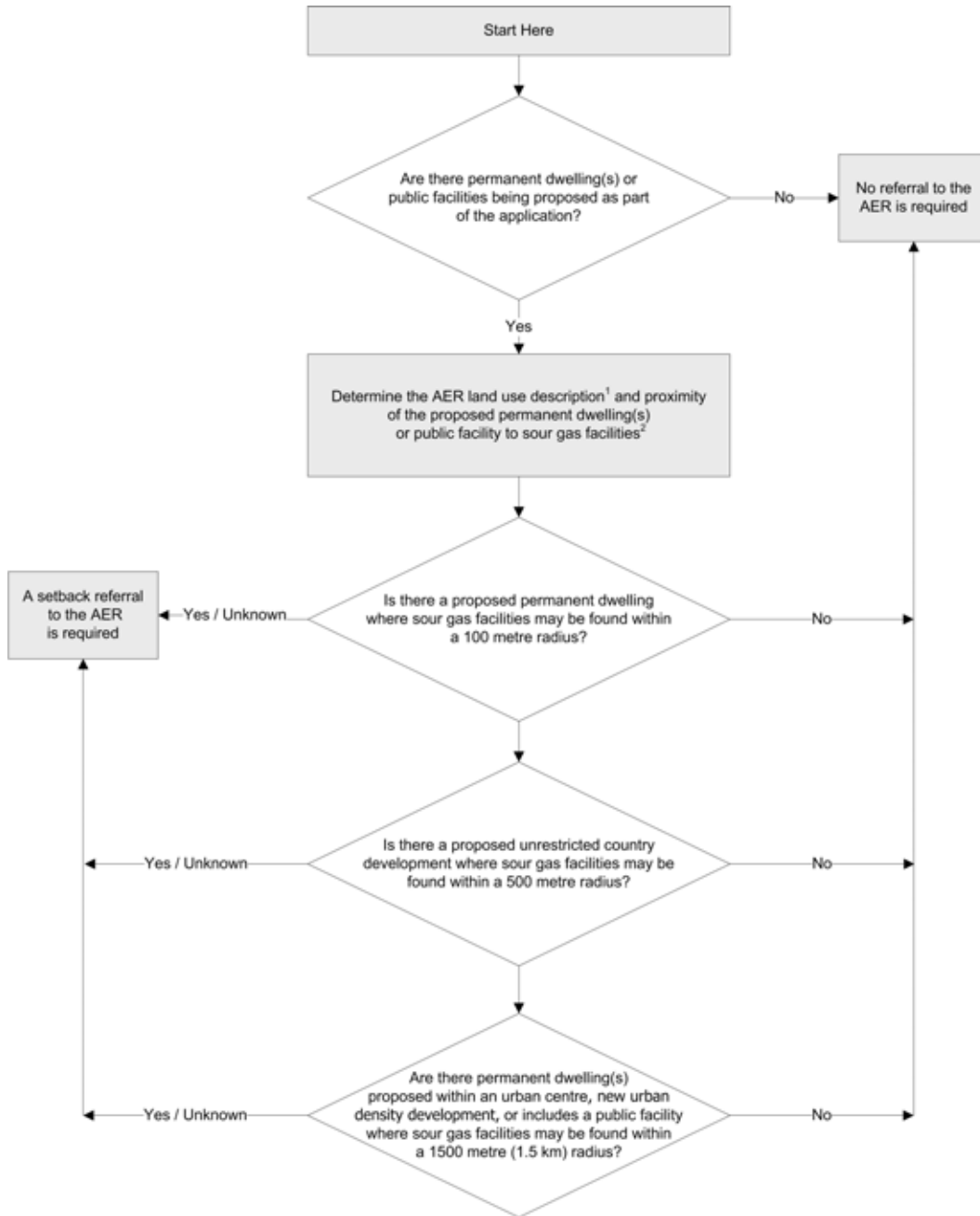
<original signed by>

Robin King  
Vice President  
Field and Operations

## Appendix 1 Glossary

<p><b>permanent dwelling (permanent overnight accommodation)</b></p>	<p>A “permanent dwelling” (also referred to as dwelling or individual dwelling) description is generally considered to be any dwelling located on a quarter section with <b>eight or less</b> permanent dwellings, located outside the corporate boundaries of an urban centre and not situated at a public facility. In addition to dwellings, other situations appropriate to this classification may include other locales frequented by persons over a 24 hour period such as work sites and places of business (or similar activities), or where the evacuation situation appears complex. (EUB <i>General Bulletin 99-4</i>, pg. 9)</p>
<p><b>public facility</b></p>	<p>A public building, such as a hospital, rural school, or major recreational facility, situated outside of an urban centre that can accommodate more than 50 individuals and/or that requires additional transportation to be provided during an evacuation. (AER <i>Directive 056</i>, appendix 3)</p>
<p><b>unrestricted country development</b></p>	<p>Any collection of permanent dwellings situated outside of an urban centre and having more than eight permanent dwellings but no more than 50 per quarter section; for the purpose of applying the requirements of <i>ID 97-6</i>, includes any similar development the [AER] might so designate. (AER <i>Directive 056</i>, appendix 3)</p>
<p><b>urban centre</b></p>	<p>A city, town, new town, village, or summer village with <b>no fewer than 50</b> separate buildings, each of which must be an occupied dwelling, or other incorporated centre; for the purpose of applying the requirements of <i>Interim Directive 81-3</i> and <i>Directive 056</i>, this definition includes urban density developments of 50 or more dwellings located outside of an urban centre and urban density developments such as urban service areas of a specialized municipality.</p>

Appendix 2 Setback Referral Flowchart and Form



<sup>1</sup> Refer to the glossary for definitions of each land use description for the purposes of this bulletin.

<sup>2</sup> This information can be obtained by contacting the AER for a land development information package and by contacting the licensee for information.

# AER Setback Referral Form



Please refer to *AER Bulletin 2013-03* for land use descriptions and instructions on determining when to refer applications to the AER. Failure to follow the recommended process may result in delays in the review of your referral request.

<b>Date</b>
Month: _____ Day: _____ Year: _____

<b>1. Subdivision and Planning Authority Information</b>
Subdivision and Planning Authority: _____
Subdivision/Development Application No.: _____
Contact Name: _____ Contact Number: _____
E-mail address: _____

<b>2. Land Information</b>
Legal Land Description of Proposed Development:
QTR: _____ SEC: _____ TWP: _____ RG: _____ M: _____

<b>3. Land Use Description</b>
<input type="checkbox"/> Permanent Dwelling <input type="checkbox"/> Unrestricted Country Development <input type="checkbox"/> Urban Centre <input type="checkbox"/> Public Facility

Please note that you may be contacted for further information regarding any setback referral request made to the AER.

For setback referral requests, the AER requests that this form be submitted electronically to [setbackreferrals@ aer.ca](mailto:setbackreferrals@ aer.ca). All queries relating to setback referrals can be directed to the Emergency Preparedness and Audit (EPA) help line at (403) 297-2625.

<b>AER USE ONLY</b>
Date received: _____ Date replied: _____
AER Registry No. (if applicable): _____





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION S/Sgt. Peter Pilgrim, High Level RCMP</b>

### **BACKGROUND / PROPOSAL:**

S/Sgt. Peter Pilgrim will be present to provide an update on the region's crime statistics as well as Council's priorities for 2014.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

N/A

### **RECOMMENDED ACTION:**

That the RCMP report by S/Sgt. Peter Pilgrim be received for information.

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



# “K” Division Operations Strategy Branch

2014-01-10

**For:** S/Sgt. Peter PILGRIM, Detachment Commander, High Level Detachment

**From:** Darci FORTIER, “K” Division Operations Strategy Branch

**Re:** **High Level Crime Reduction APP Statistics - December, 2013**

---

At the request of High Level Detachment; Operations Strategy Branch has been analyzing Mayor’s Report data using the Police Reporting and Occurrence System (PROS) in order to track the number of “Reported” Liquor Act, Disturbing the Peace and Other Provincial Stats, as the detachment has identified these targets to measure crime reduction success.

### 2012/2013 November Comparison:

Crime Data - December 2012			Crime Data - December 2013			2012-2013 % change	
CATEGORY	Reported	Actual	CATEGORY	Reported	Actual	Rep	Act
Liquor Act	29	29	Liquor Act	26	26	-10%	-10%
Disturbing the Peace	39	37	Disturbing the Peace	12	11	-69%	-70%
Other Provincial Stats	12	12	Other Provincial Stats	11	10	-8%	-17%

**Note:** Mayor’s Report statistics report only files scored as “Actual” occurrences

- Liquor Act files showed a slight (10%) decrease in December 2013 compared to December 2012;
- Disturbing the Peace decreased by 69% in December 2013 compared to December 2012;
- Other Provincial Statutes decreased by 17% in December 2013 compared to last year.

### **Notes:**

- Any increases or decreases in Other Provincial Statutes could be attributed to a scoring change at High Level Detachment in late 2012. (Members began charging Breach of Recognizances/ Undertakings and Fail to comply with Undertakings/Appearance Notices under the Provincial Offences Procedures Act, rather than under the Criminal Code.)
- Month to month comparisons should be examined with caution as anomalous (one-off) months can occur, where a specific crime type increases, however they often balance out by year’s end.

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**High Level Provincial Detachment**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**

Wednesday, January 08, 2014

CATEGORY	2012		2013		% Change	
	Dec/12	YTD	Dec/13	YTD	December	YTD
1 Homicide	0	0	0	0	0.0%	0.0%
2 Offences Related to Death	0	4	0	3	0.0%	-25.0%
3 Robbery	0	0	0	2	0.0%	200.0%
4 Sexual Assaults	1	16	0	19	-100.0%	18.8%
5 Other Sexual Offences	1	8	0	9	-100.0%	12.5%
6 Assault	30	415	39	412	30.0%	-0.7%
7 Kidnapping/Hostage/Abduction	0	12	0	2	0.0%	-83.3%
8 Extortion	0	0	0	0	0.0%	0.0%
9 Criminal Harassment	3	49	6	41	100.0%	-16.3%
10 Uttering Threats	10	80	12	97	20.0%	21.3%
11 Other Persons	0	0	0	1	0.0%	100.0%
<b>TOTAL PERSONS</b>	<b>45</b>	<b>584</b>	<b>57</b>	<b>586</b>	<b>26.7%</b>	<b>0.3%</b>
12 Break & Enter	4	65	5	69	25.0%	6.2%
13 Theft of Motor Vehicle	1	36	2	45	100.0%	25.0%
14 Theft Over	1	5	0	6	-100.0%	20.0%
15 Theft Under	6	110	5	121	-16.7%	10.0%
16 Possn Stn Goods	0	27	0	13	0.0%	-51.9%
17 Fraud	1	25	2	25	100.0%	0.0%
18 Arson	0	7	0	6	0.0%	-14.3%
19 Mischief To Property	45	771	51	812	13.3%	5.3%
<b>TOTAL PROPERTY</b>	<b>58</b>	<b>1046</b>	<b>65</b>	<b>1097</b>	<b>12.1%</b>	<b>4.9%</b>
20 Offensive Weapons	2	23	1	23	-50.0%	0.0%
21 Disturbing the peace	37	692	11	395	-70.3%	-42.9%
<b>OTHER CRIMINAL CODE</b>	<b>14</b>	<b>485</b>	<b>16</b>	<b>369</b>	<b>14.3%</b>	<b>-23.9%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>53</b>	<b>1200</b>	<b>28</b>	<b>787</b>	<b>-47.2%</b>	<b>-34.4%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>156</b>	<b>2830</b>	<b>150</b>	<b>2470</b>	<b>-3.8%</b>	<b>-12.7%</b>
23 Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
24 Drug Enforcement - Possession	2	18	2	21	0.0%	16.7%
25 Drug Enforcement - Trafficking	0	38	0	21	0.0%	-44.7%
26 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
<b>Total Drugs</b>	<b>2</b>	<b>56</b>	<b>2</b>	<b>42</b>	<b>0.0%</b>	<b>-25.0%</b>
27 Federal - General	2	29	0	10	-100.0%	-65.5%
<b>TOTAL FEDERAL</b>	<b>4</b>	<b>85</b>	<b>2</b>	<b>52</b>	<b>-50.0%</b>	<b>-38.8%</b>
28 Liquor Act	29	630	26	624	-10.3%	-1.0%
29 Other Provincial Stats	12	180	9	289	-25.0%	60.6%
<b>Total Provincial Stats</b>	<b>41</b>	<b>810</b>	<b>35</b>	<b>913</b>	<b>-14.6%</b>	<b>12.7%</b>
30 Municipal By-laws Traffic	0	2	0	1	0.0%	-50.0%
31 Municipal By-laws	7	73	1	79	-85.7%	8.2%
<b>Total Municipal</b>	<b>7</b>	<b>75</b>	<b>1</b>	<b>80</b>	<b>-85.7%</b>	<b>6.7%</b>
32 Fatals	0	0	0	0	0.0%	0.0%
33 Injury MVAS	2	8	0	12	-100.0%	50.0%
34 Property Damage MVAS (Reportable)	34	226	18	182	-47.1%	-19.5%
35 Property Damage MVAS (Non Reportable)	5	28	7	43	40.0%	53.6%
<b>TOTAL MVAS</b>	<b>41</b>	<b>262</b>	<b>25</b>	<b>237</b>	<b>-39.0%</b>	<b>-9.5%</b>
<b>Provincial Traffic</b>	<b>43</b>	<b>548</b>	<b>25</b>	<b>928</b>	<b>-41.9%</b>	<b>69.3%</b>
<b>Other Traffic</b>	<b>0</b>	<b>21</b>	<b>1</b>	<b>19</b>	<b>100.0%</b>	<b>-9.5%</b>
<b>Criminal Code Traffic</b>	<b>18</b>	<b>223</b>	<b>11</b>	<b>243</b>	<b>-38.9%</b>	<b>9.0%</b>
<b>Common Police Activities</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
39 False Alarms	19	226	23	193	21.1%	-14.6%
40 False/Abandoned 911 Call	35	231	39	243	11.4%	5.2%
41 Prisoners Held	59	1157	56	1084	-5.1%	-6.3%
42 Written Traffic Warnings	0	0	0	0	0.0%	0.0%
43 Index Checks	1	863	32	758	3100.0%	-12.2%
44 Fingerprints taken for Public	1	46	0	38	-100.0%	-17.4%
45 Persons Reported Missing	7	41	5	42	-28.6%	2.4%
46 Request to Locate	8	77	8	63	0.0%	-18.2%
47 Abandoned Vehicles	2	12	2	24	0.0%	100.0%
48 VSU Accepted	11	163	13	178	18.2%	9.2%
49 VSU Declined	23	189	57	575	147.8%	204.2%
50 VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
51 VSU Proactive Referral	4	26	5	29	25.0%	11.5%

**High Level Provincial Detachment**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**

**December Criminal Code Summary**

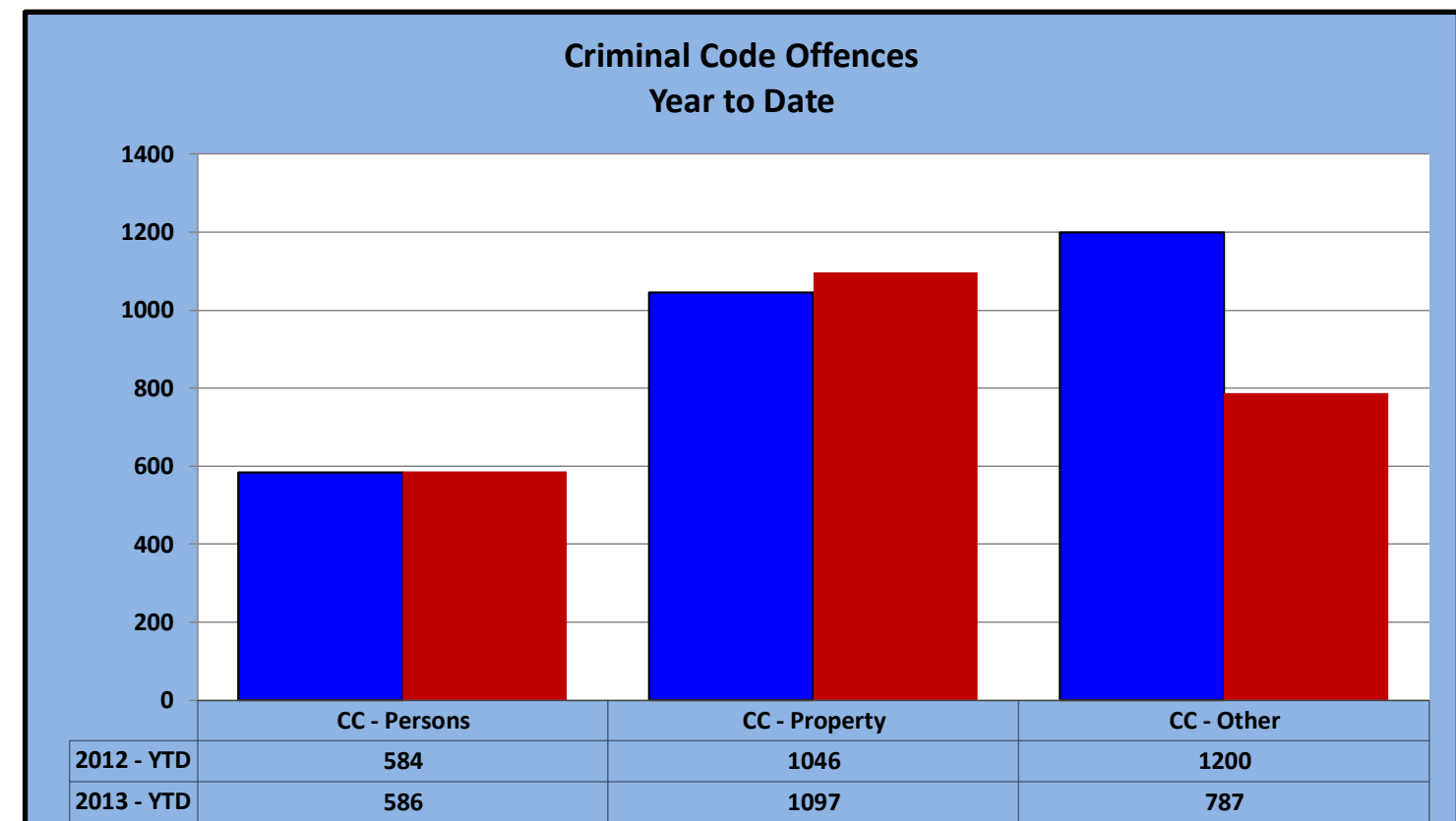
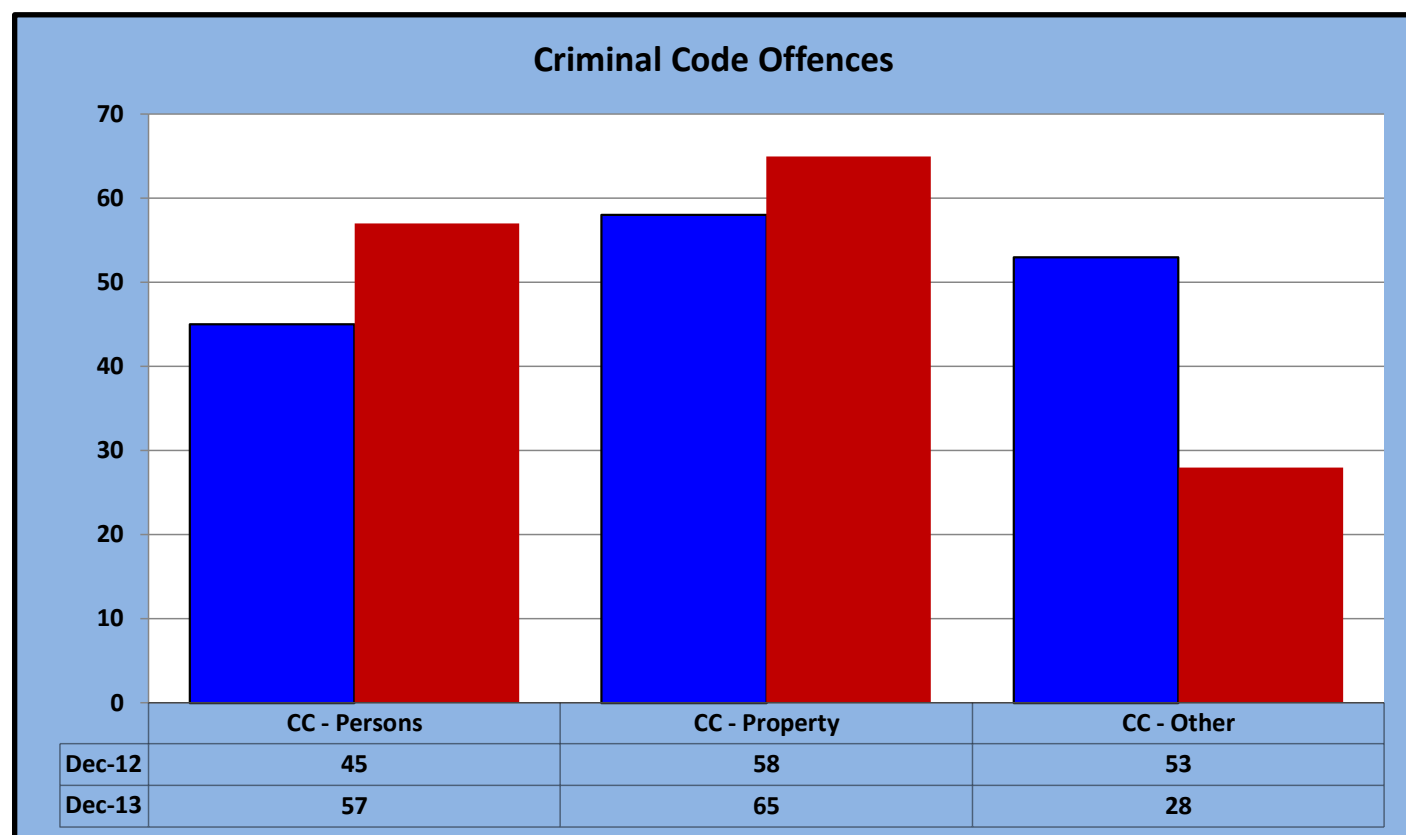
CATEGORY TOTALS	Dec-12	Dec-13	% Change
CC - Persons	45	57	26.7%
CC - Property	58	65	12.1%
CC - Other	53	28	-47.2%
<b>TOTAL CRIMINAL CODE</b>	<b>156</b>	<b>150</b>	<b>-3.8%</b>

CLEARANCE RATES	Dec-12	Dec-13
CC - Persons	89%	93%
CC - Property	72%	57%
CC - Other	75%	93%
<b>TOTAL CRIMINAL CODE</b>	<b>78%</b>	<b>77%</b>

**YTD Criminal Code Summary**

CATEGORY TOTALS	2012 - YTD	2013 - YTD	% Change
CC - Persons	584	586	0.3%
CC - Property	1046	1097	4.9%
CC - Other	1200	787	-34.4%
<b>TOTAL CRIMINAL CODE</b>	<b>2830</b>	<b>2470</b>	<b>-12.7%</b>

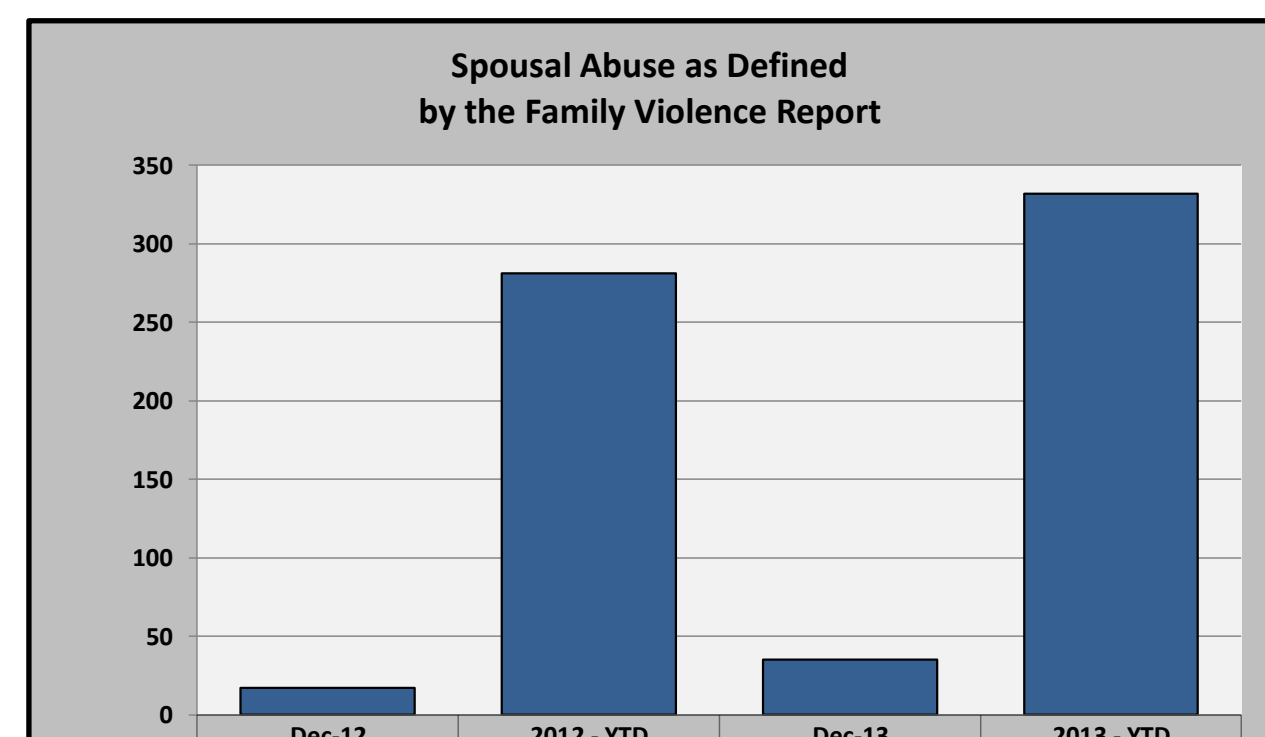
CLEARANCE RATES	2012 - YTD	2013 - YTD
CC - Persons	86%	88%
CC - Property	63%	61%
CC - Other	82%	80%
<b>TOTAL CRIMINAL CODE</b>	<b>76%</b>	<b>73%</b>



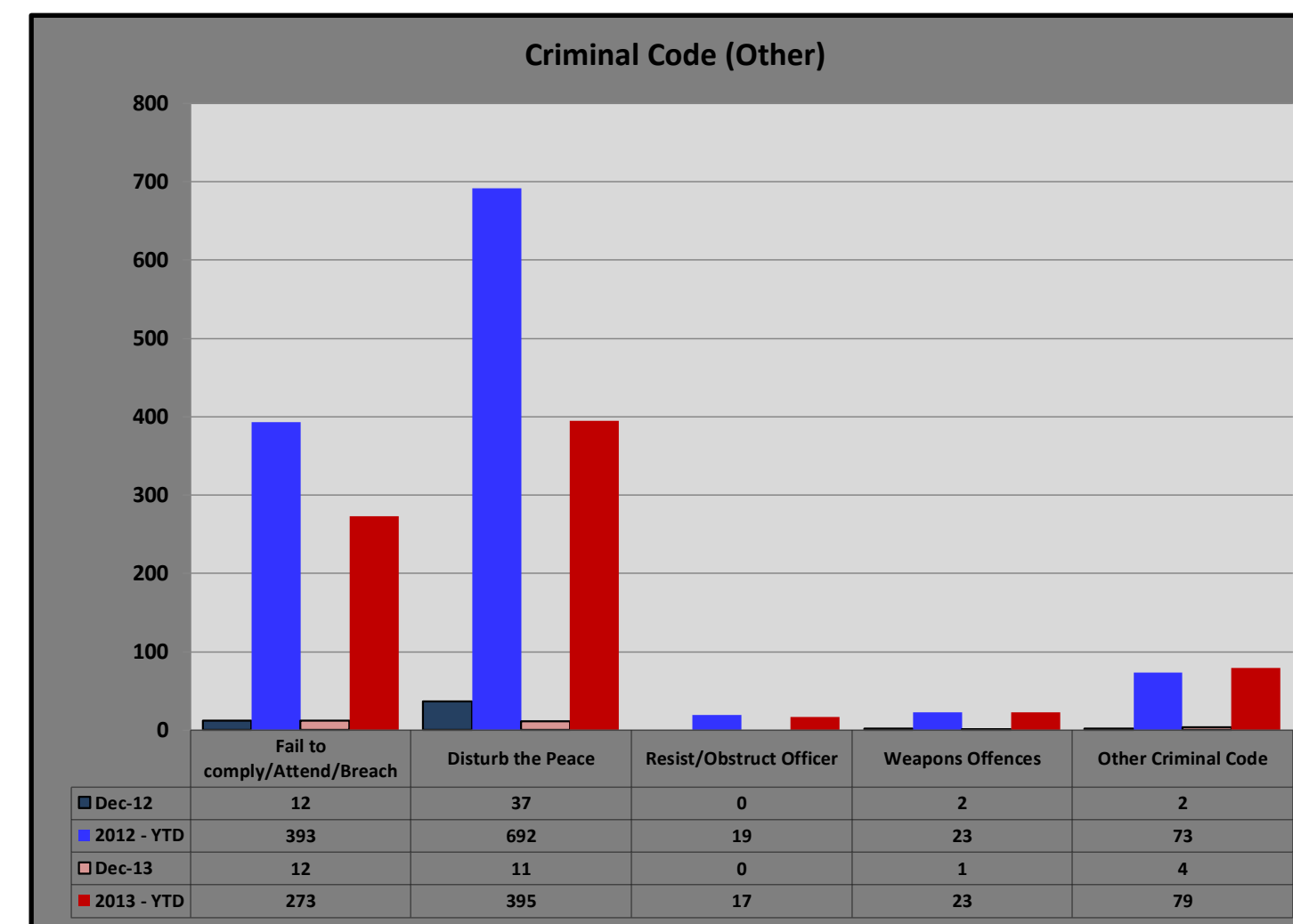
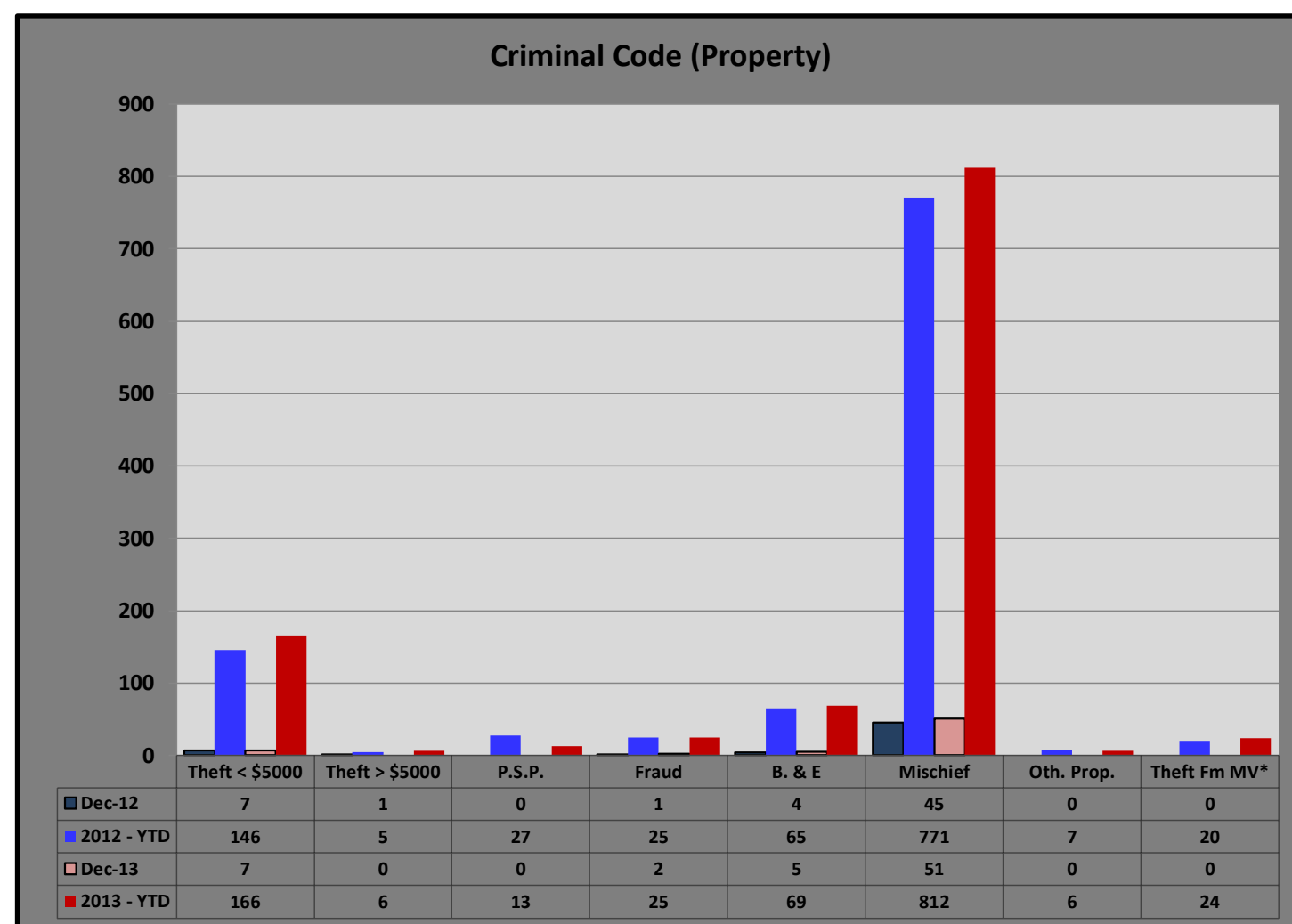
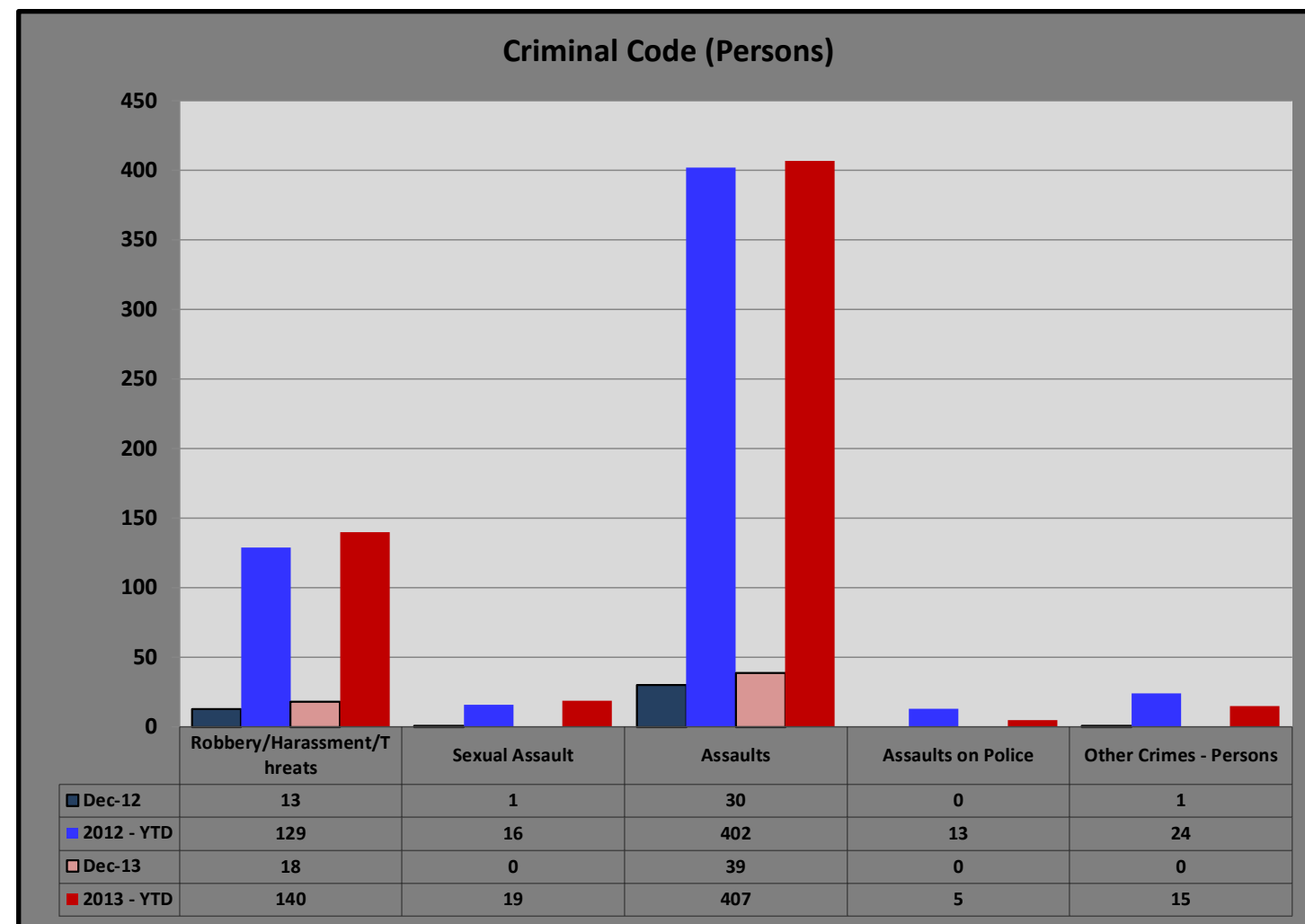
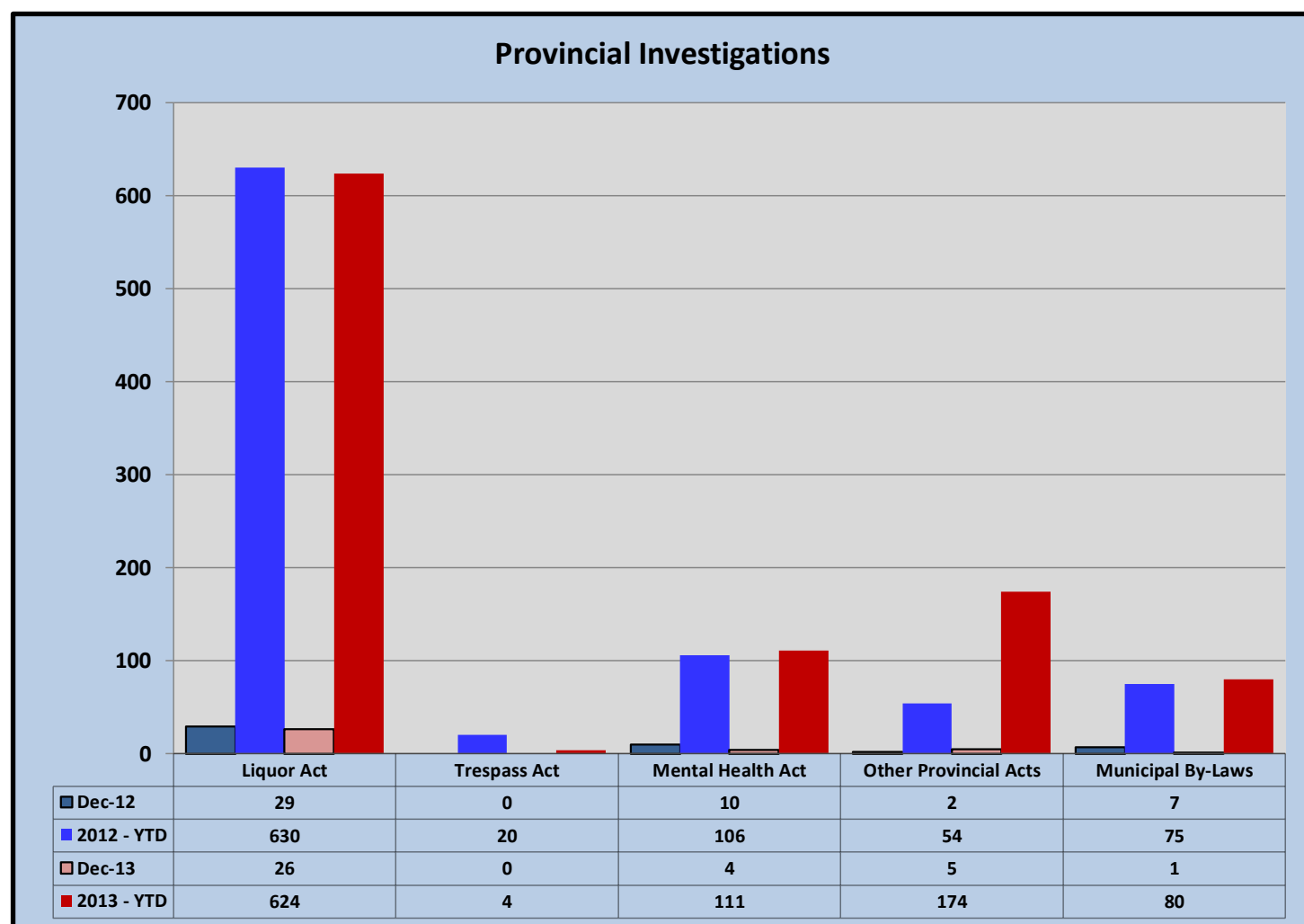
Domestic Violence Crime Data	Dec-13					
	Reported	Unfounded	Actual	Cleared by Charge	Cleared Otherwise	Clearance Rate
Spousal Abuse - Party Charged (M or F)	24	0	24	25	0	104%
Spousal Abuse - No Charges	19	8	11	1	10	100%
Spousal Abuse - as defined by FVR	43	8	35	26	10	103%
EPO - Requested			0			
EPO - Issued			0			
EPO - Denied			0			

Domestic Violence Crime Data	2013 - YTD					
	Reported	Unfounded	Actual	Cleared by Charge	Cleared Otherwise	Clearance Rate
Spousal Abuse - Party Charged (M or F)	165	0	165	163	1	99%
Spousal Abuse - No Charges	251	92	159	7	89	60%
Spousal Abuse - as defined by FVR	422	90	332	166	96	79%
EPO - Requested			1			
EPO - Issued			4			
EPO - Denied			1			

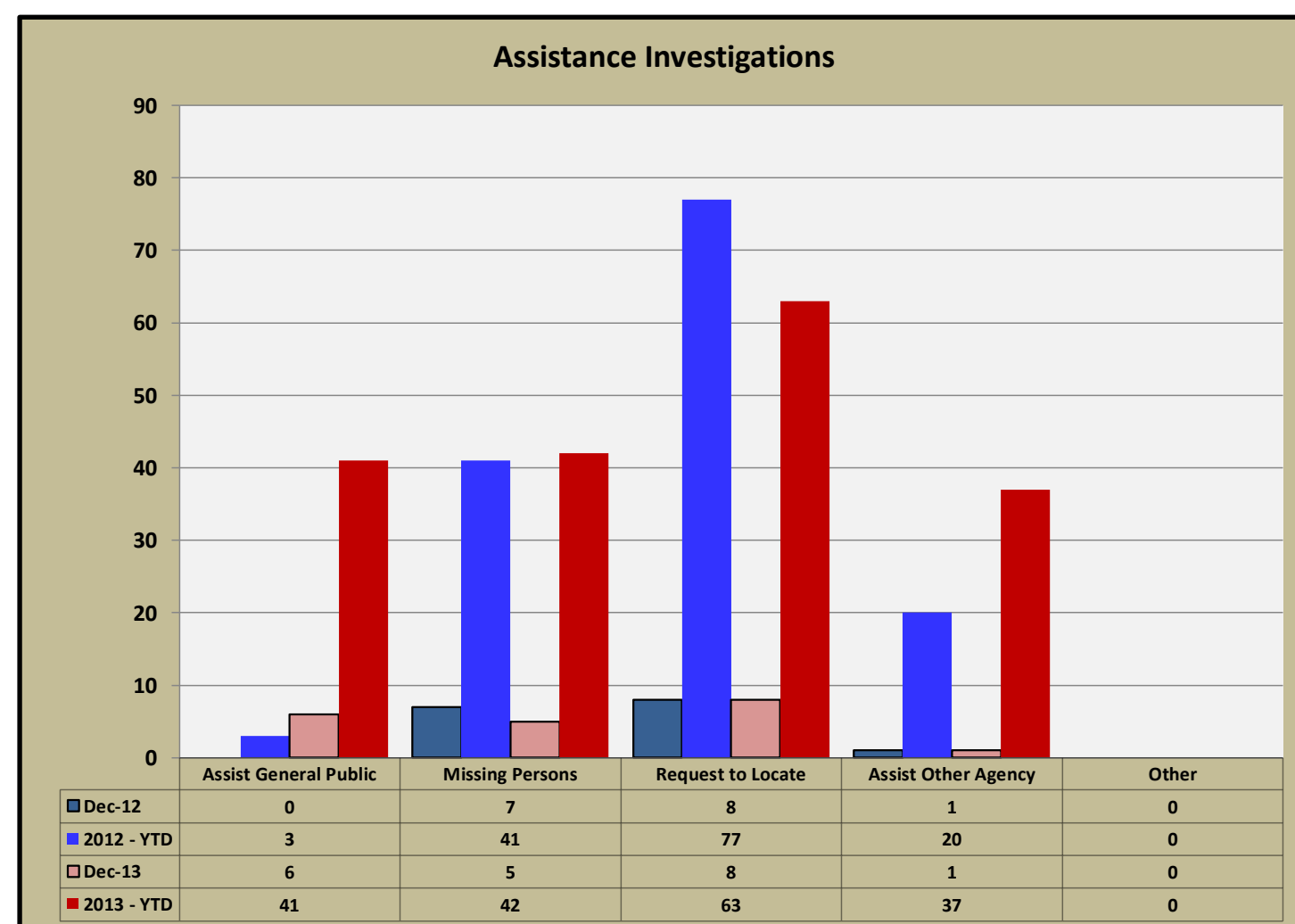
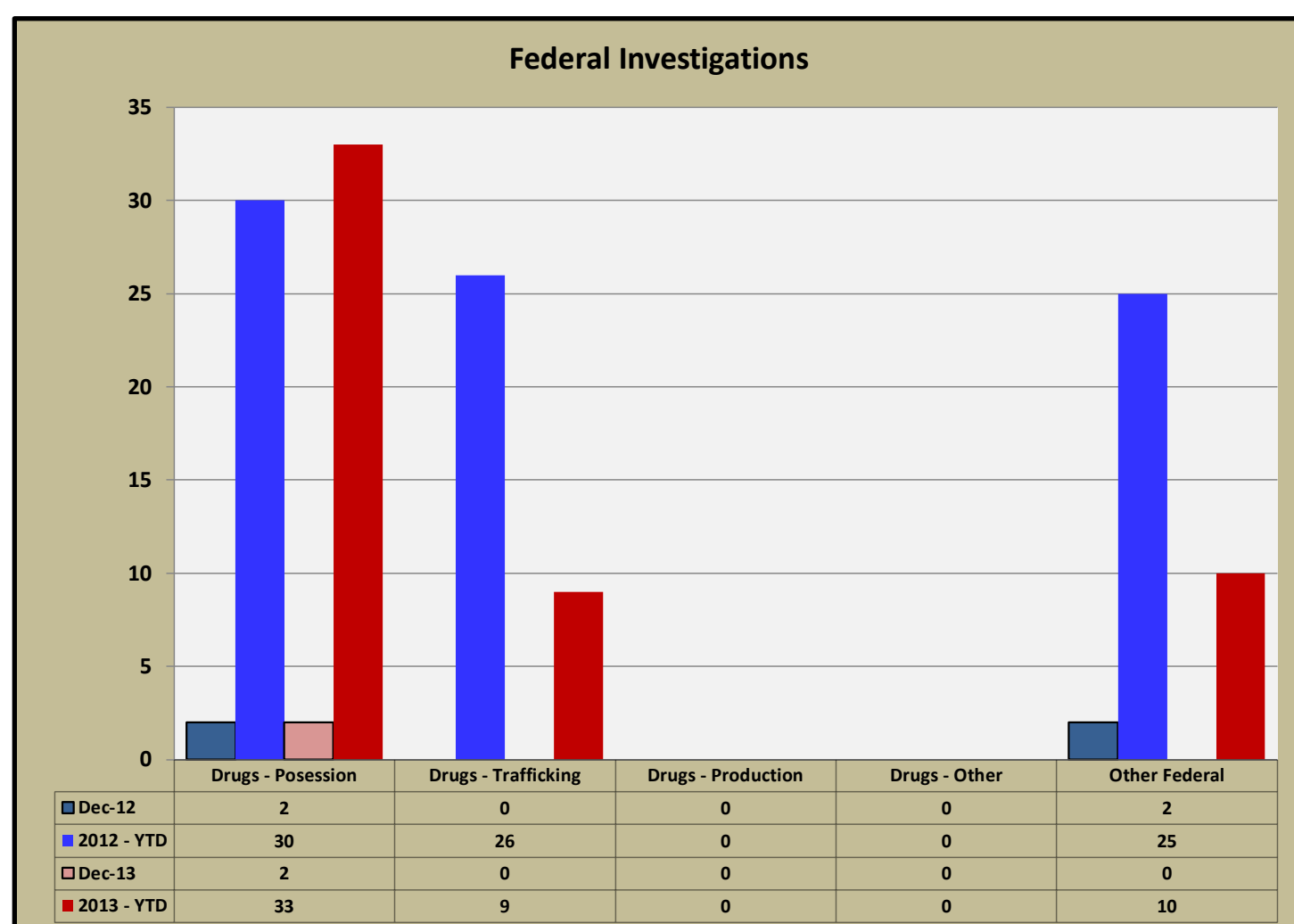
Spousal Abuse - as defined by The Family Violence Report	Dec-12	2012 - YTD	Dec-13	2013 - YTD
	17	281	35	332



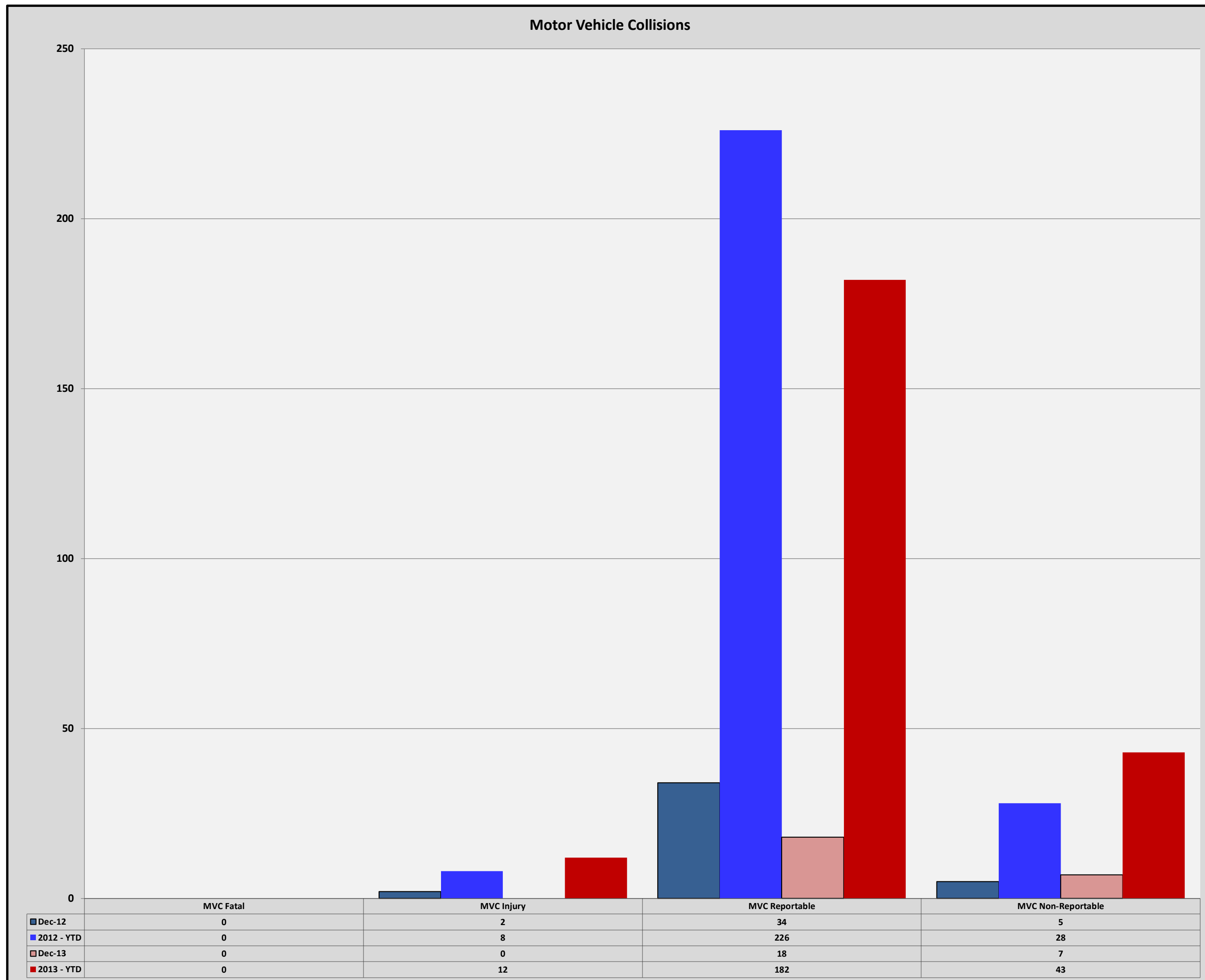
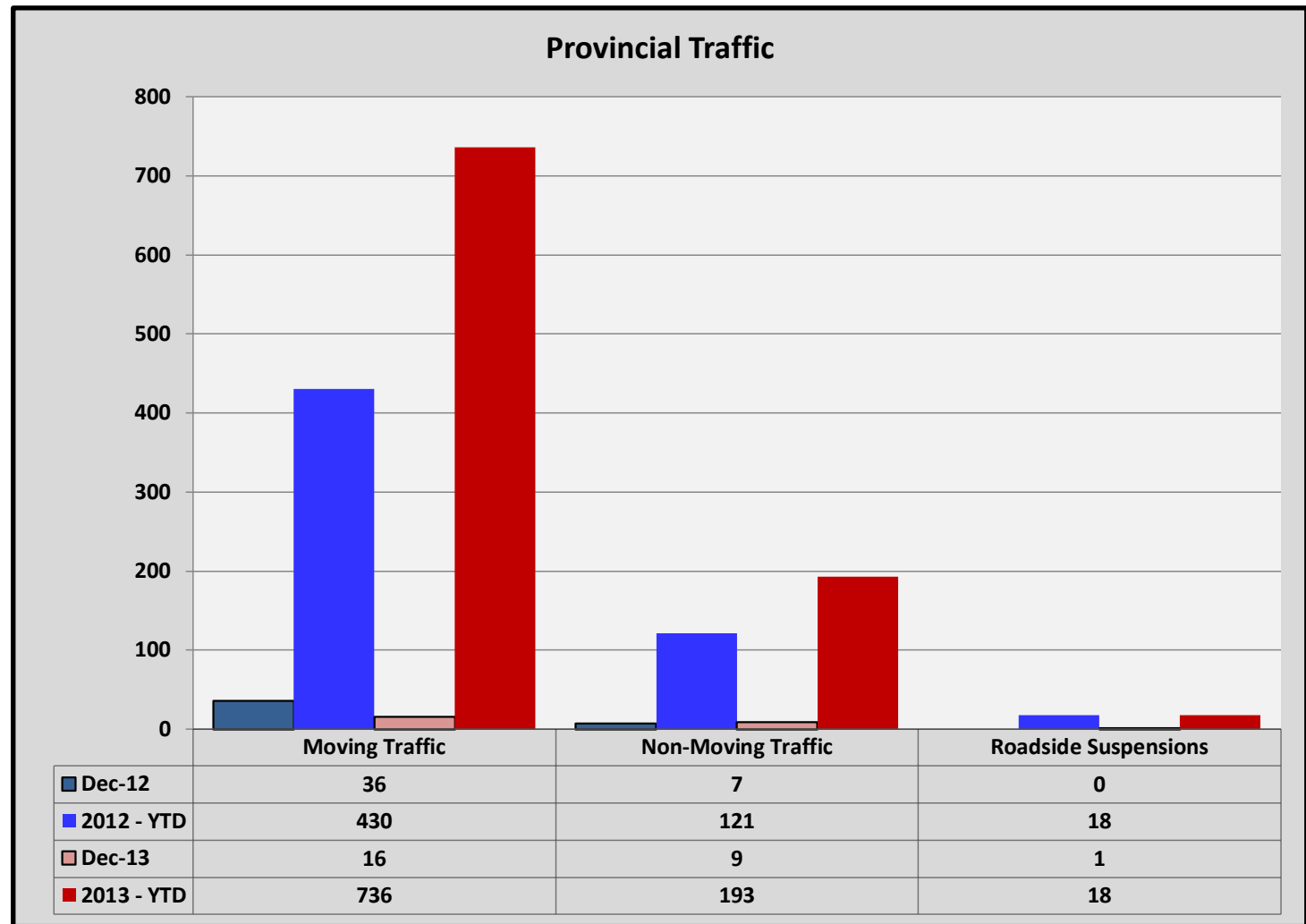
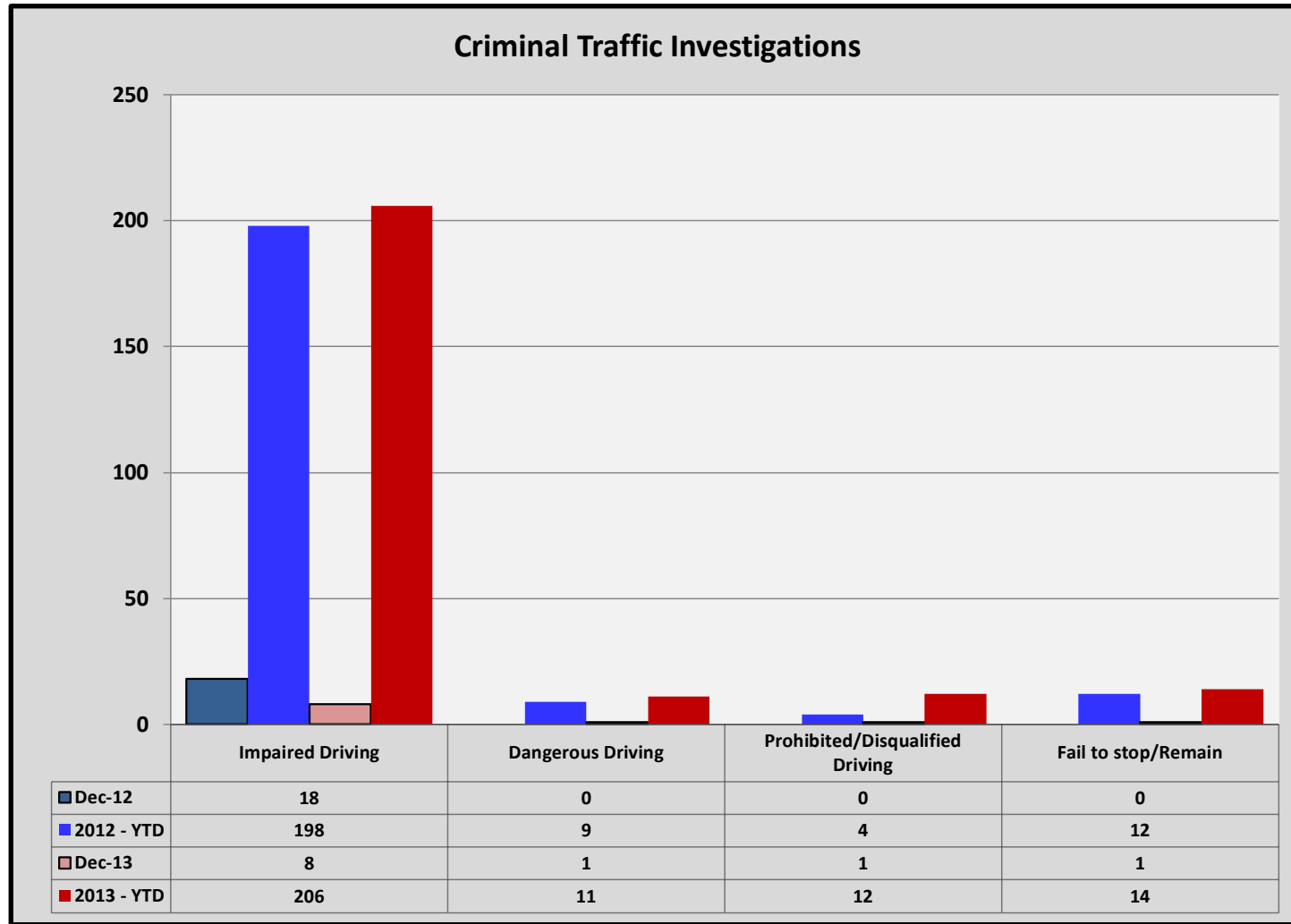
**High Level Provincial Detachment**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**



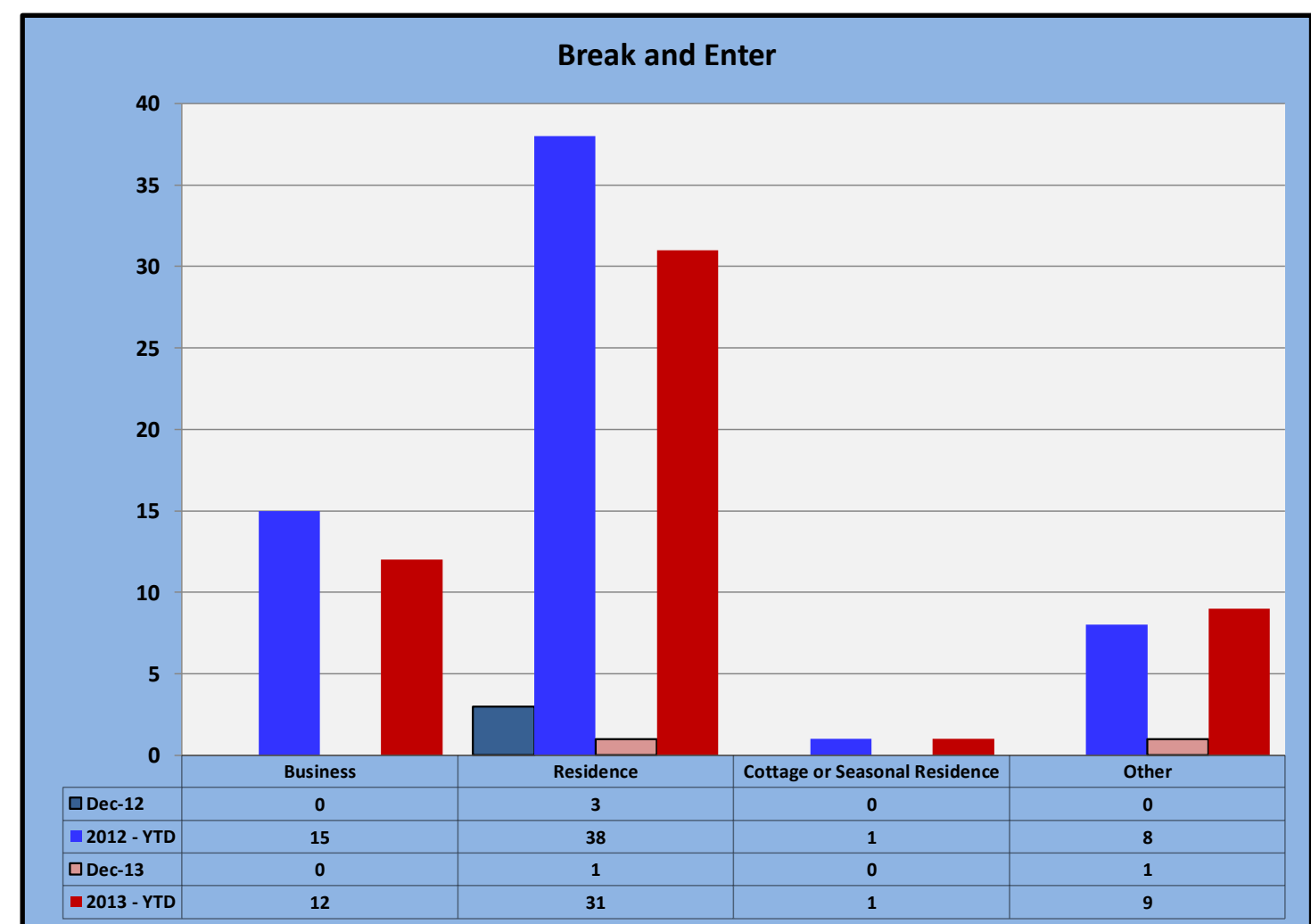
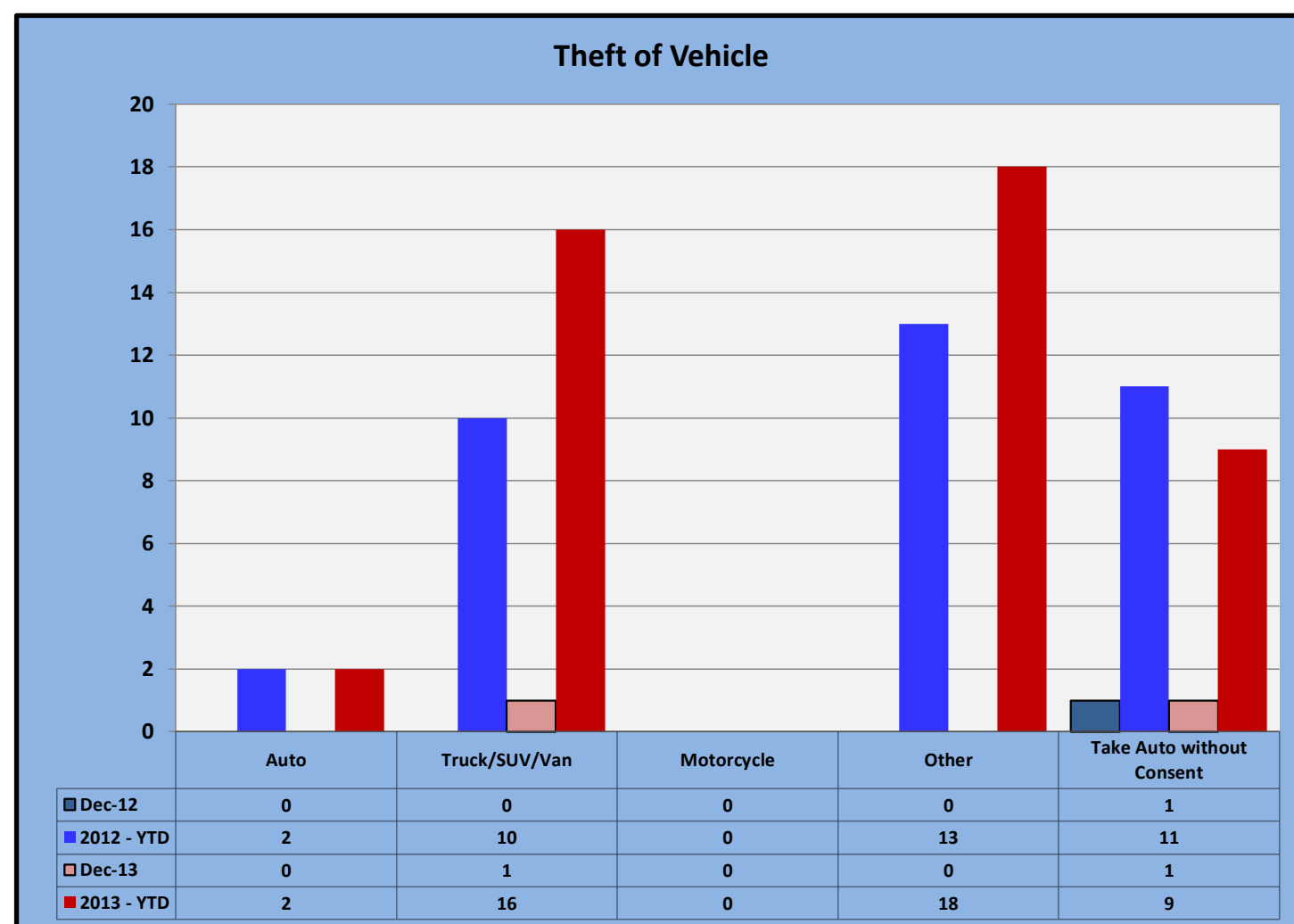
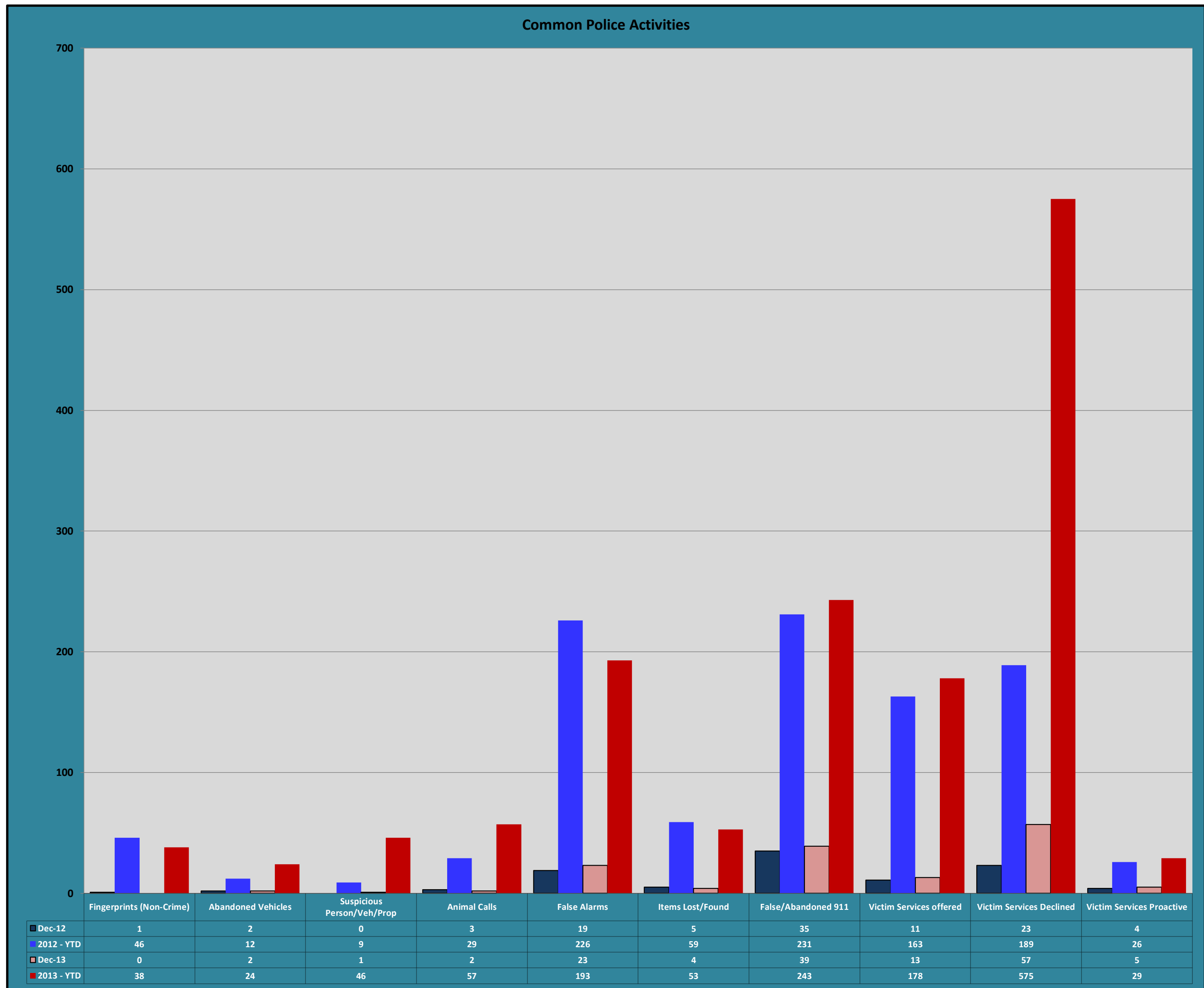
\* This total also included in Theft Under \$5000.



High Level Provincial Detachment  
 Statistical Comparison of December and Year to Date  
 Year 2012 - 2013



**High Level Provincial Detachment**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**



**High Level Provincial Detachment**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**

Wednesday, January 08, 2014

CATEGORY	2012		2013		% Change	
	Q4 - 2012	YTD	Q4 - 2013	YTD	Q4	YTD
1 Homicide	0	0	0	0	0.0%	0.0%
2 Offences Related to Death	0	4	0	3	0.0%	-25.0%
3 Robbery	0	0	0	2	0.0%	200.0%
4 Sexual Assaults	6	16	5	19	-16.7%	18.8%
5 Other Sexual Offences	1	8	2	9	100.0%	12.5%
6 Assault	94	415	123	412	30.9%	-0.7%
7 Kidnapping/Hostage/Abduction	4	12	0	2	-100.0%	-83.3%
8 Extortion	0	0	0	0	0.0%	0.0%
9 Criminal Harassment	7	49	12	41	71.4%	-16.3%
10 Uttering Threats	22	80	34	97	54.5%	21.3%
11 Other Persons	0	0	0	1	0.0%	100.0%
<b>TOTAL PERSONS</b>	<b>134</b>	<b>584</b>	<b>176</b>	<b>586</b>	<b>31.3%</b>	<b>0.3%</b>
12 Break & Enter	13	65	19	69	46.2%	6.2%
13 Theft of Motor Vehicle	2	36	11	45	450.0%	25.0%
14 Theft Over	2	5	2	6	0.0%	20.0%
15 Theft Under	20	110	23	121	15.0%	10.0%
16 Possn Stn Goods	12	27	1	13	-91.7%	-51.9%
17 Fraud	5	25	5	25	0.0%	0.0%
18 Arson	0	7	1	6	100.0%	-14.3%
19 Mischief To Property	145	771	209	812	44.1%	5.3%
<b>TOTAL PROPERTY</b>	<b>199</b>	<b>1046</b>	<b>271</b>	<b>1097</b>	<b>36.2%</b>	<b>4.9%</b>
20 Offensive Weapons	3	23	11	23	266.7%	0.0%
21 Disturbing the peace	121	692	78	395	-35.5%	-42.9%
<b>OTHER CRIMINAL CODE</b>	<b>77</b>	<b>485</b>	<b>77</b>	<b>369</b>	<b>0.0%</b>	<b>-23.9%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>201</b>	<b>1200</b>	<b>166</b>	<b>787</b>	<b>-17.4%</b>	<b>-34.4%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>534</b>	<b>2830</b>	<b>613</b>	<b>2470</b>	<b>14.8%</b>	<b>-12.7%</b>
23 Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
24 Drug Enforcement - Possession	5	18	5	21	0.0%	16.7%
25 Drug Enforcement - Trafficking	21	38	5	21	-76.2%	-44.7%
26 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
<b>Total Drugs</b>	<b>26</b>	<b>56</b>	<b>10</b>	<b>42</b>	<b>-61.5%</b>	<b>-25.0%</b>
27 Federal - General	3	29	4	10	33.3%	-65.5%
<b>TOTAL FEDERAL</b>	<b>29</b>	<b>85</b>	<b>14</b>	<b>52</b>	<b>-51.7%</b>	<b>-38.8%</b>
28 Liquor Act	104	630	127	624	22.1%	-1.0%
29 Other Provincial Stats	50	180	58	289	16.0%	60.6%
<b>Total Provincial Stats</b>	<b>154</b>	<b>810</b>	<b>185</b>	<b>913</b>	<b>20.1%</b>	<b>12.7%</b>
30 Municipal By-laws Traffic	0	2	0	1	0.0%	-50.0%
31 Municipal By-laws	12	73	8	79	-33.3%	8.2%
<b>Total Municipal</b>	<b>12</b>	<b>75</b>	<b>8</b>	<b>80</b>	<b>-33.3%</b>	<b>6.7%</b>
32 Fatals	0	0	0	0	0.0%	0.0%
33 Injury MVAS	2	8	5	12	150.0%	50.0%
34 Property Damage MVAS (Reportable)	80	226	48	182	-40.0%	-19.5%
35 Property Damage MVAS (Non Reportable)	10	28	11	43	10.0%	53.6%
<b>TOTAL MVAS</b>	<b>92</b>	<b>262</b>	<b>64</b>	<b>237</b>	<b>-30.4%</b>	<b>-9.5%</b>
36 Provincial Traffic	96	548	175	928	82.3%	69.3%
37 Other Traffic	2	21	3	19	50.0%	-9.5%
38 Criminal Code Traffic	60	223	47	243	-21.7%	9.0%
<b>Common Police Activities</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
39 False Alarms	54	226	55	193	1.9%	-14.6%
40 False/Abandoned 911 Call	77	231	65	243	-15.6%	5.2%
41 Prisoners Held	243	1157	232	1084	-4.5%	-6.3%
42 Written Traffic Warnings	0	0	0	0	0.0%	0.0%
43 Index Checks	226	863	161	758	-28.8%	-12.2%
44 Fingerprints taken for Public	14	46	0	38	-100.0%	-17.4%
45 Persons Reported Missing	10	41	10	42	0.0%	2.4%
46 Request to Locate	23	77	14	63	-39.1%	-18.2%
47 Abandoned Vehicles	6	12	9	24	50.0%	100.0%
48 VSU Accepted	44	163	52	178	18.2%	9.2%
49 VSU Declined	63	189	200	575	217.5%	204.2%
50 VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
51 VSU Proactive Referral	8	26	12	29	50.0%	11.5%



**High Level Provincial Detachment  
Statistical Comparison of Q4 and Year to Date  
Year 2012 - 2013**

**Q4 Criminal Code Summary**

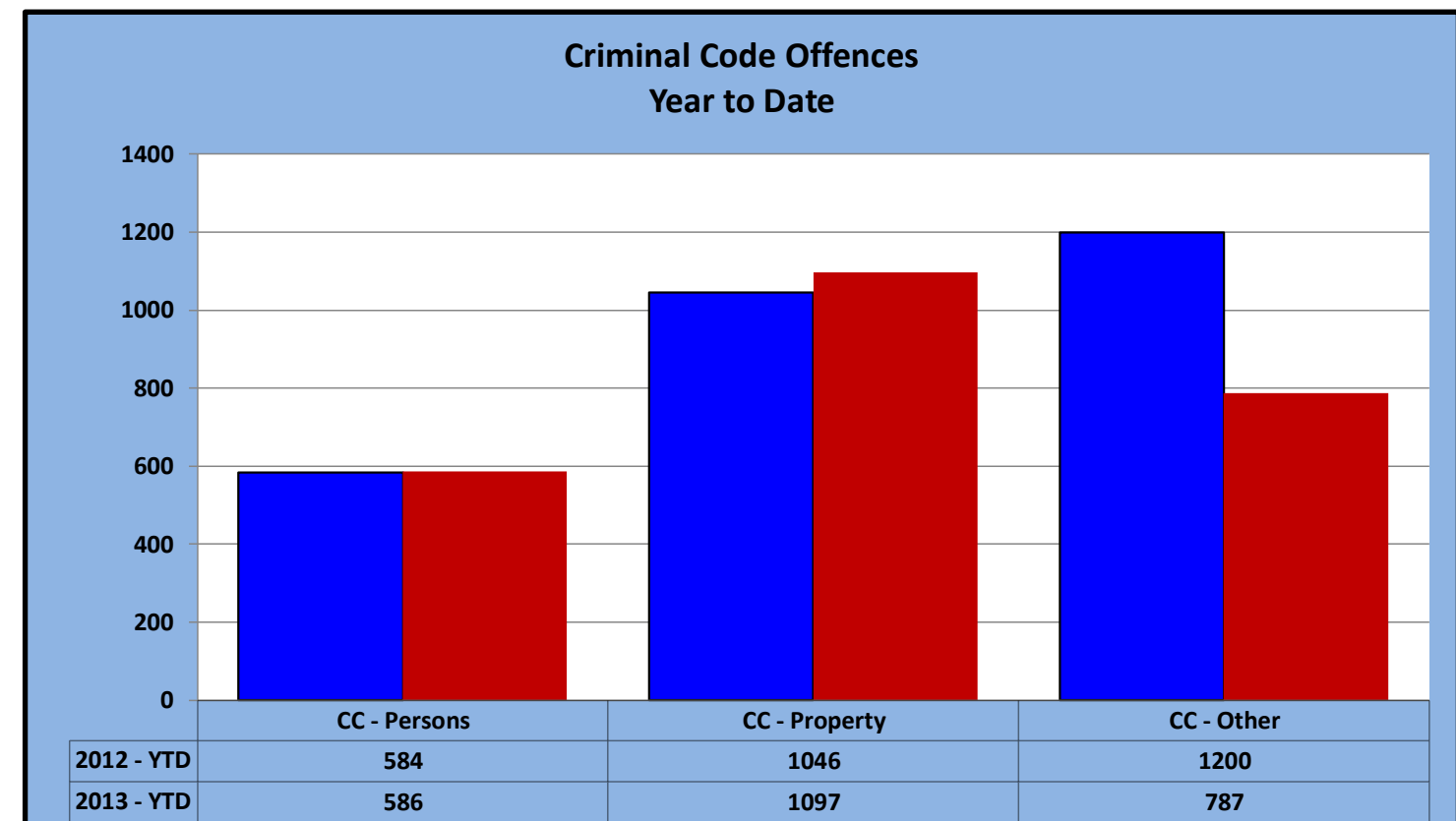
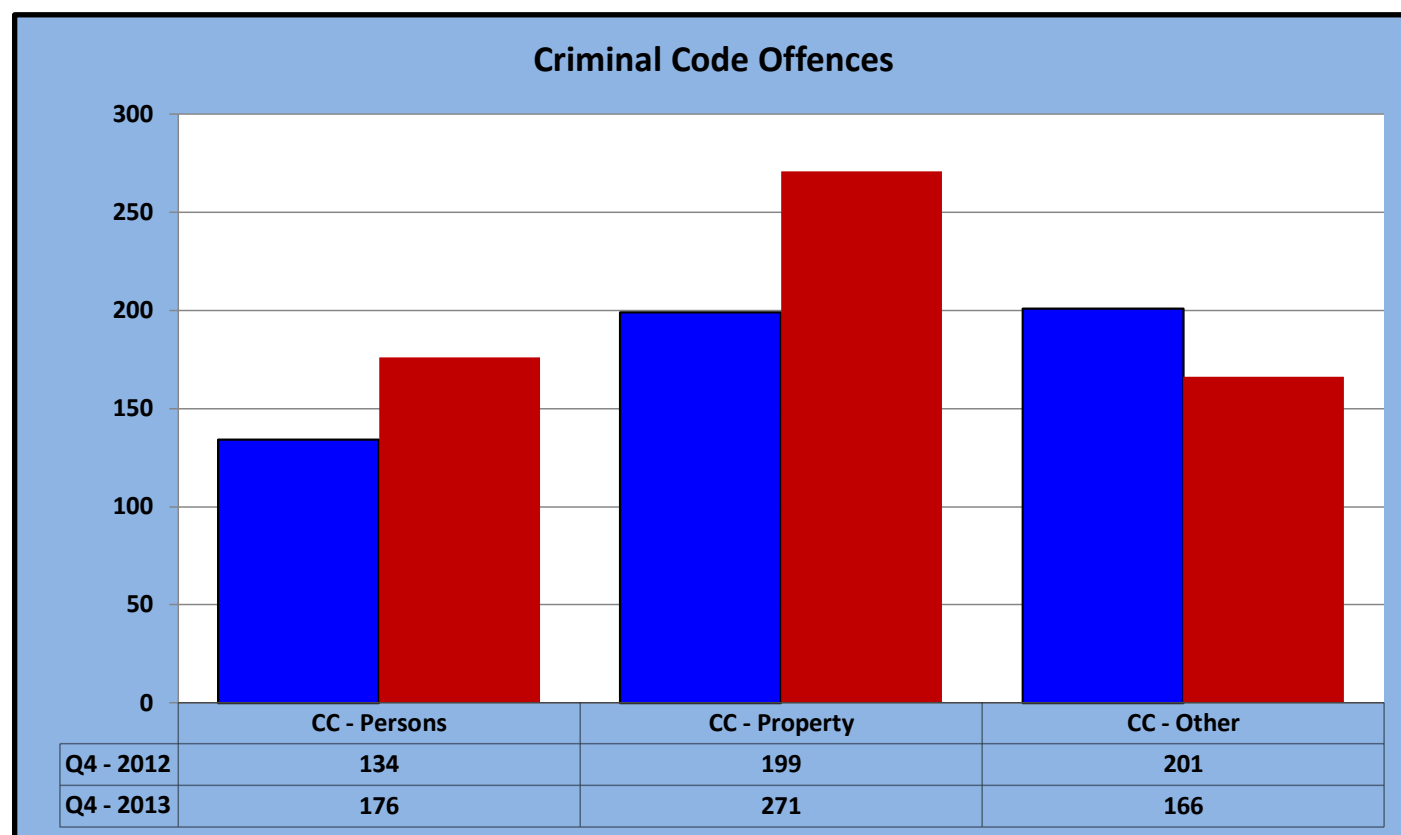
CATEGORY TOTALS	Q4 - 2012	Q4 - 2013	% Change
CC - Persons	134	176	31.3%
CC - Property	199	271	36.2%
CC - Other	201	166	-17.4%
<b>TOTAL CRIMINAL CODE</b>	<b>534</b>	<b>613</b>	<b>14.8%</b>

CLEARANCE RATES	Q4 - 2012	Q4 - 2013
CC - Persons	89%	90%
CC - Property	71%	60%
CC - Other	81%	78%
<b>TOTAL CRIMINAL CODE</b>	<b>79%</b>	<b>74%</b>

**YTD Criminal Code Summary**

CATEGORY TOTALS	2012 - YTD	2013 - YTD	% Change
CC - Persons	584	586	0.3%
CC - Property	1046	1097	4.9%
CC - Other	1200	787	-34.4%
<b>TOTAL CRIMINAL CODE</b>	<b>2830</b>	<b>2470</b>	<b>-12.7%</b>

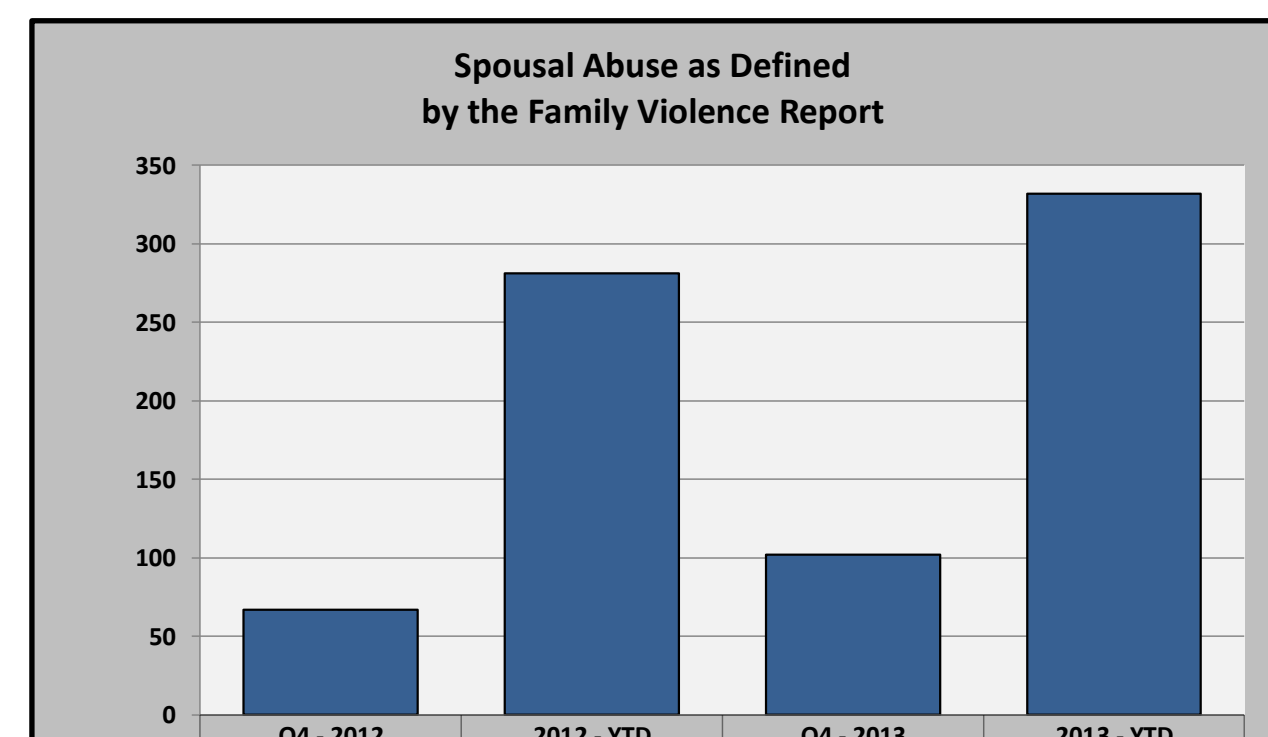
CLEARANCE RATES	2012 - YTD	2013 - YTD
CC - Persons	86%	88%
CC - Property	63%	61%
CC - Other	82%	80%
<b>TOTAL CRIMINAL CODE</b>	<b>76%</b>	<b>73%</b>



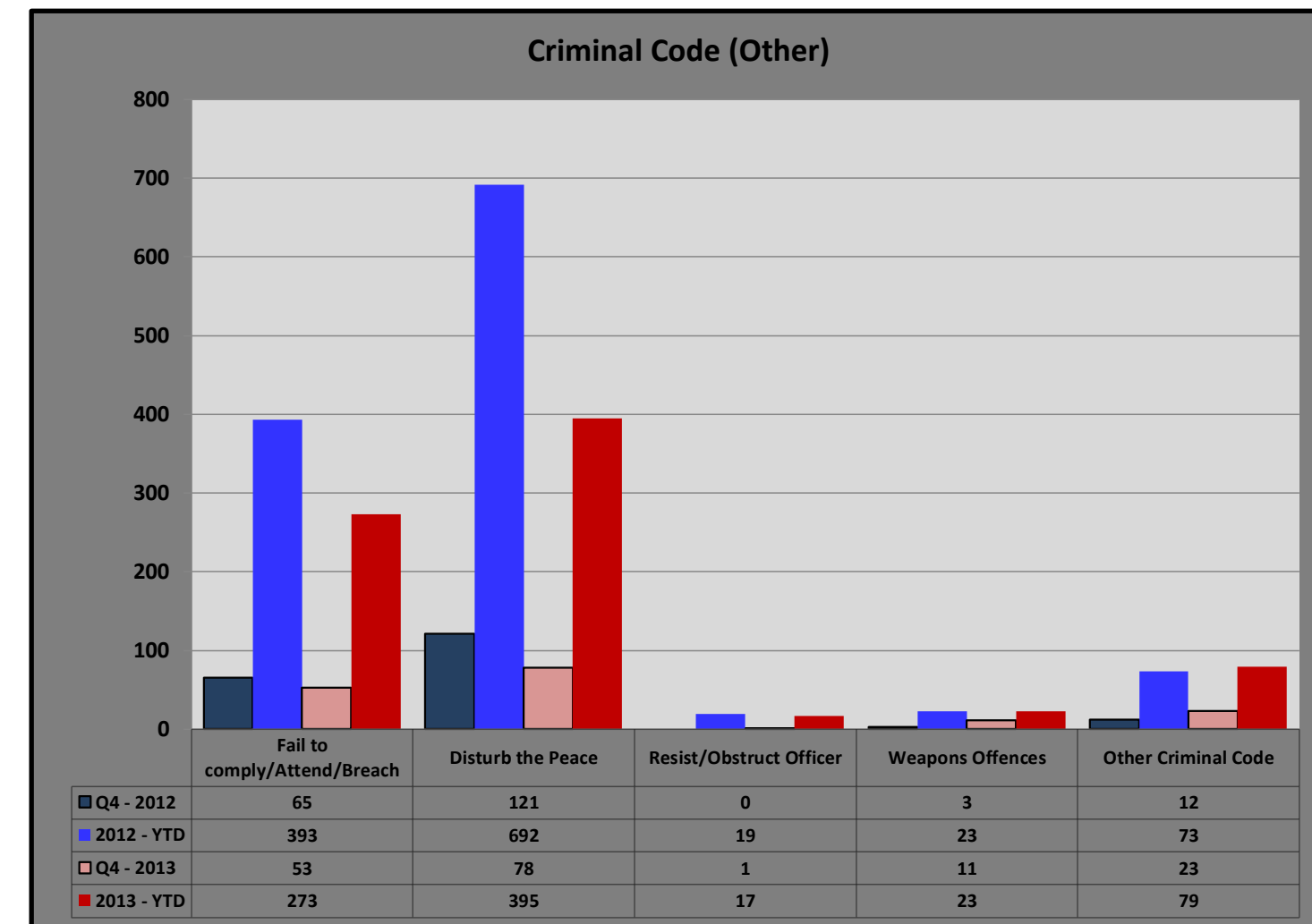
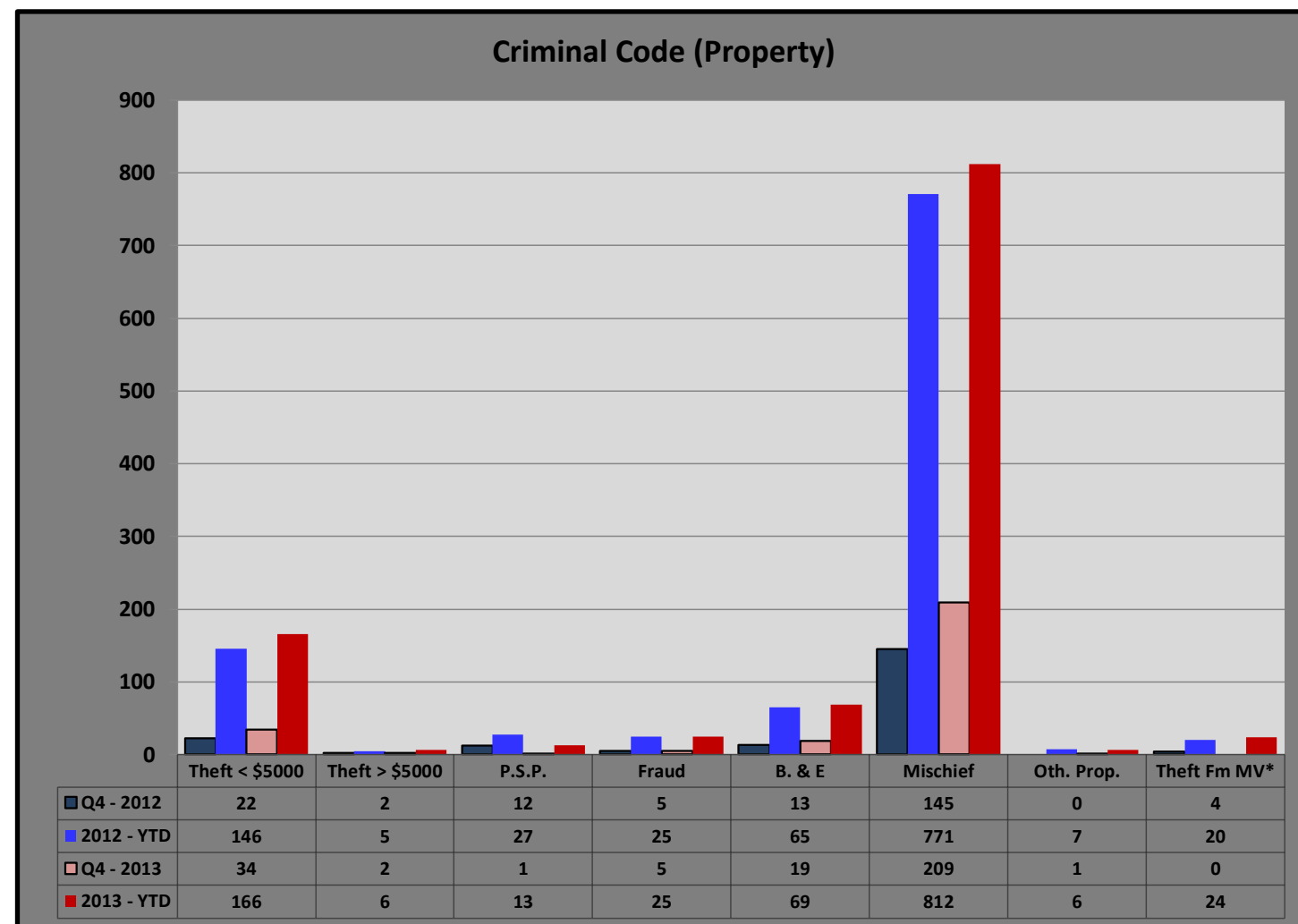
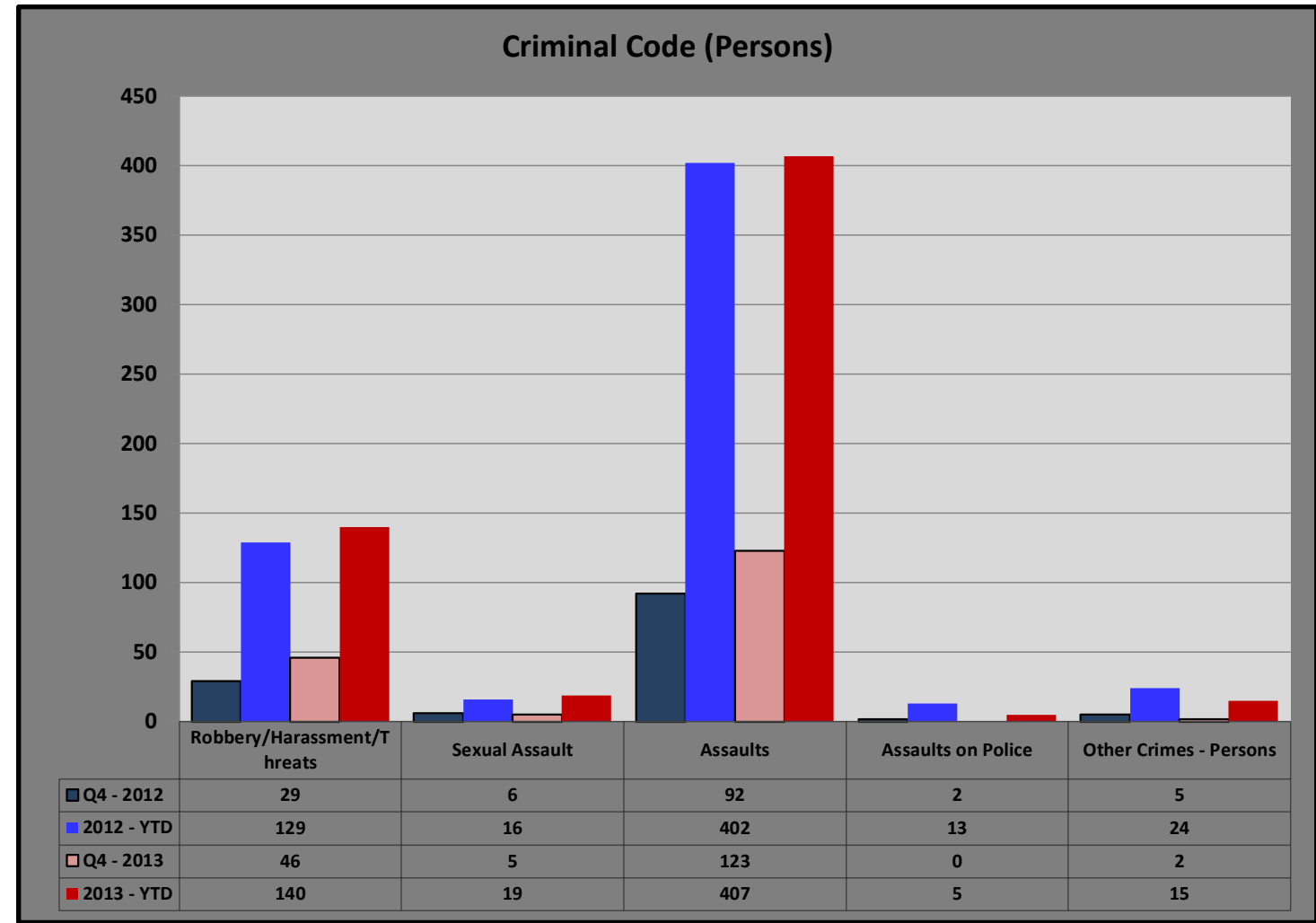
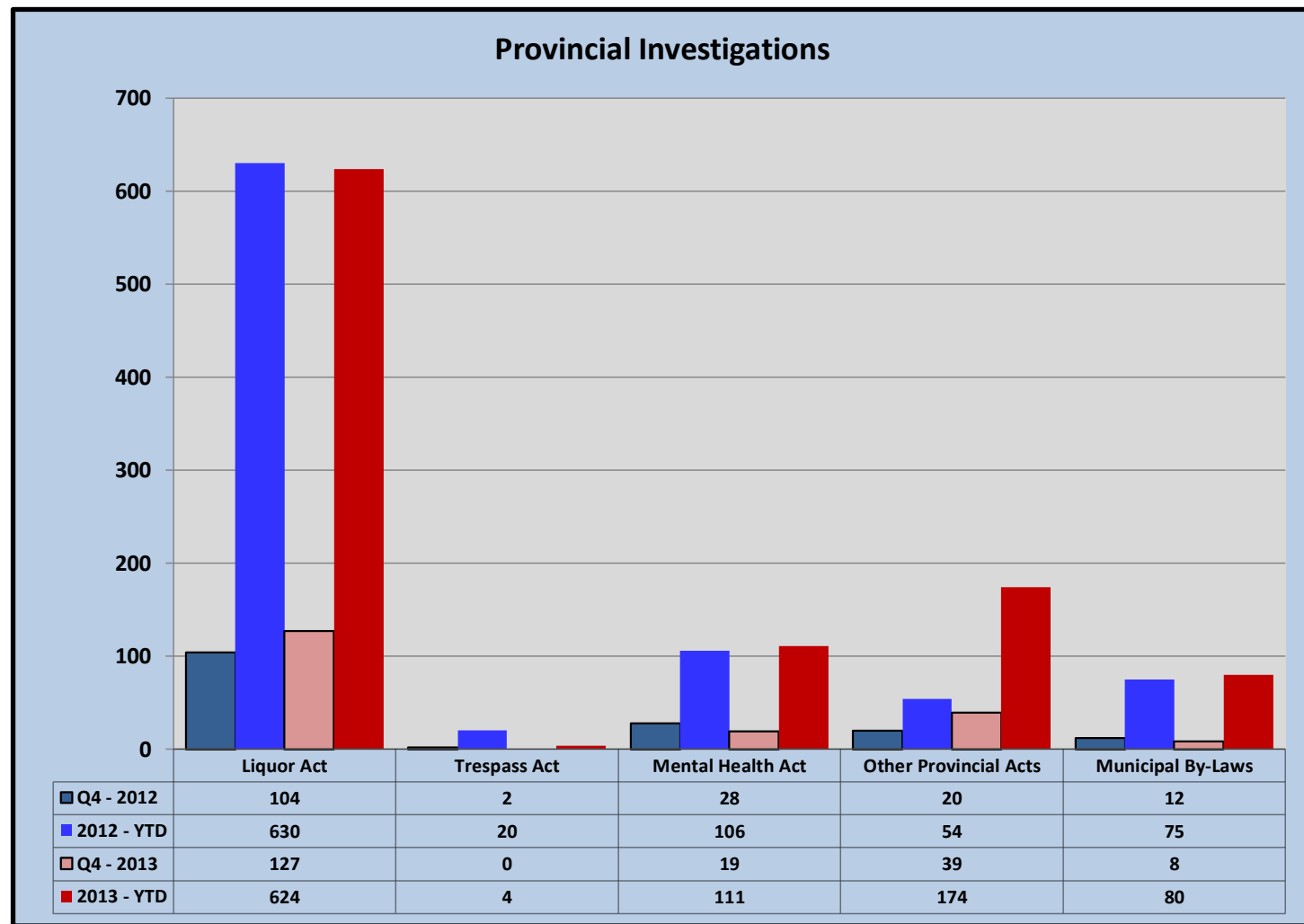
Domestic Violence Crime Data	Q4 - 2013					
	Reported	Unfounded	Actual	Cleared by Charge	Cleared Otherwise	Clearance Rate
Spousal Abuse - Party Charged (M or F)	60	0	60	59	1	100%
Spousal Abuse - No Charges	66	27	39	2	24	67%
Spousal Abuse - as defined by FVR	129	27	102	60	27	85%
EPO - Requested			1			
EPO - Issued			1			
EPO - Denied			1			

Domestic Violence Crime Data	2013 - YTD					
	Reported	Unfounded	Actual	Cleared by Charge	Cleared Otherwise	Clearance Rate
Spousal Abuse - Party Charged (M or F)	165	0	165	163	1	99%
Spousal Abuse - No Charges	251	92	159	7	89	60%
Spousal Abuse - as defined by FVR	422	90	332	166	96	79%
EPO - Requested			1			
EPO - Issued			4			
EPO - Denied			1			

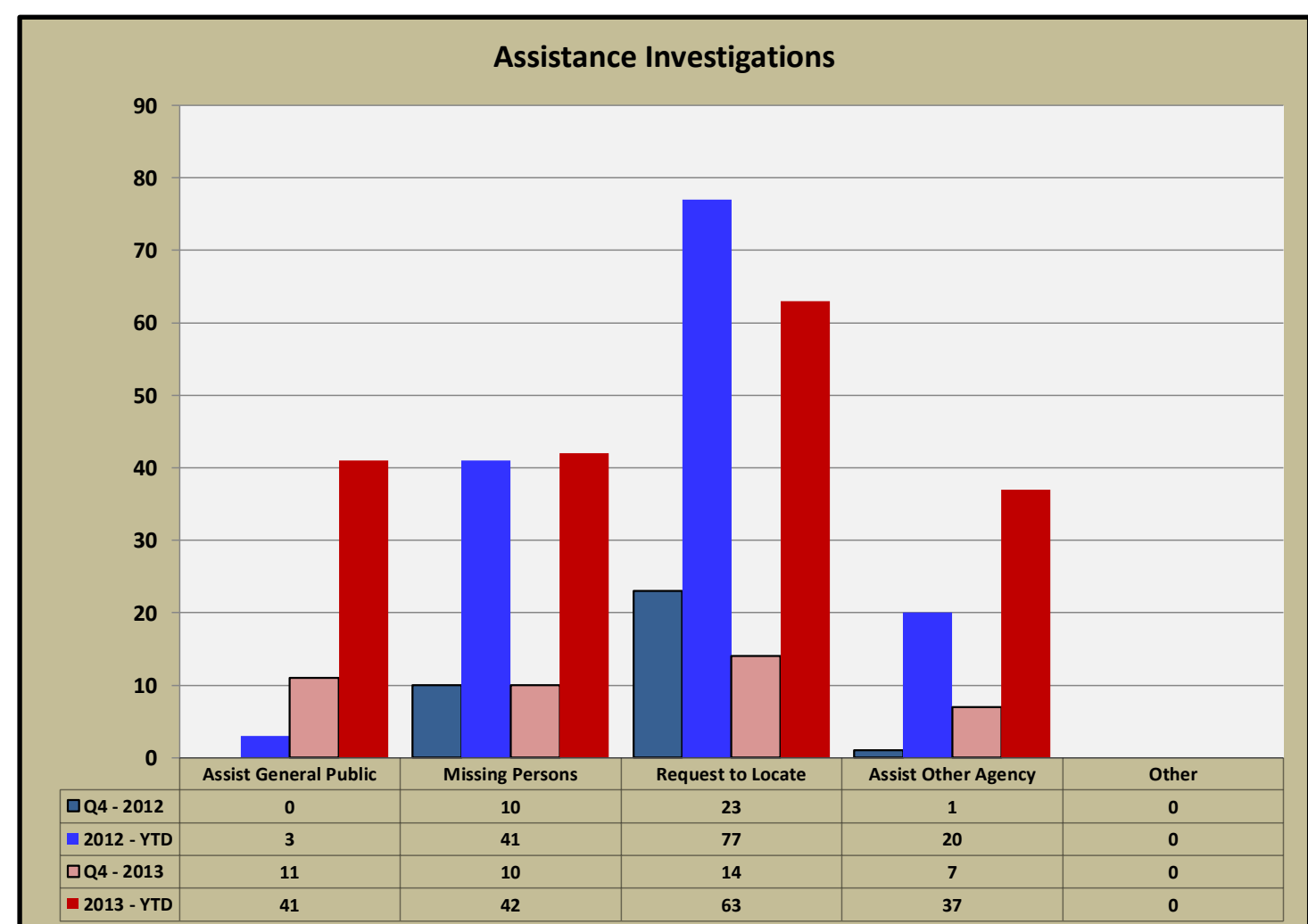
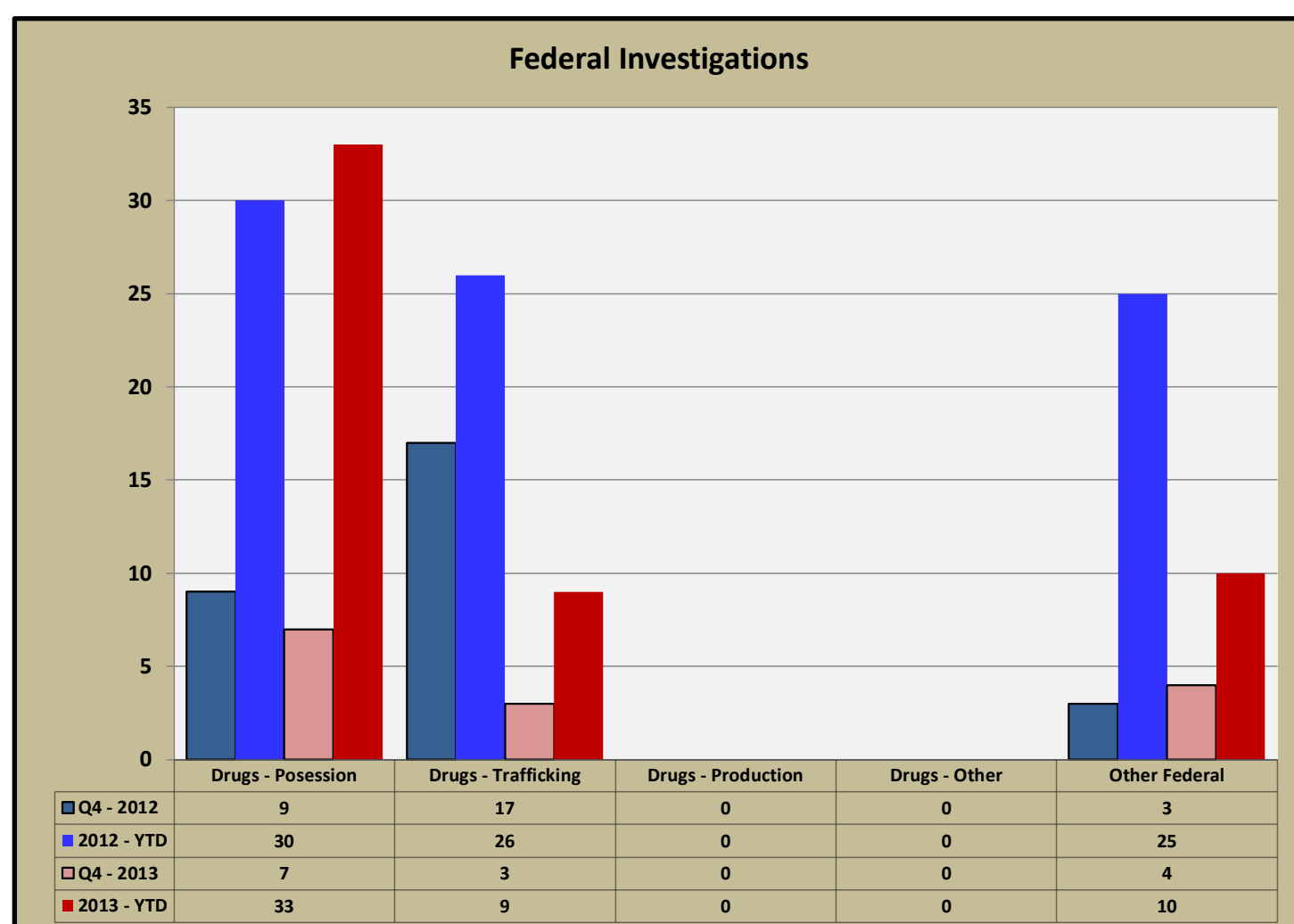
Spousal Abuse - as defined by The Family Violence Report	Q4 - 2012	2012 - YTD	Q4 - 2013	2013 - YTD
	67	281	102	332



**High Level Provincial Detachment**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**

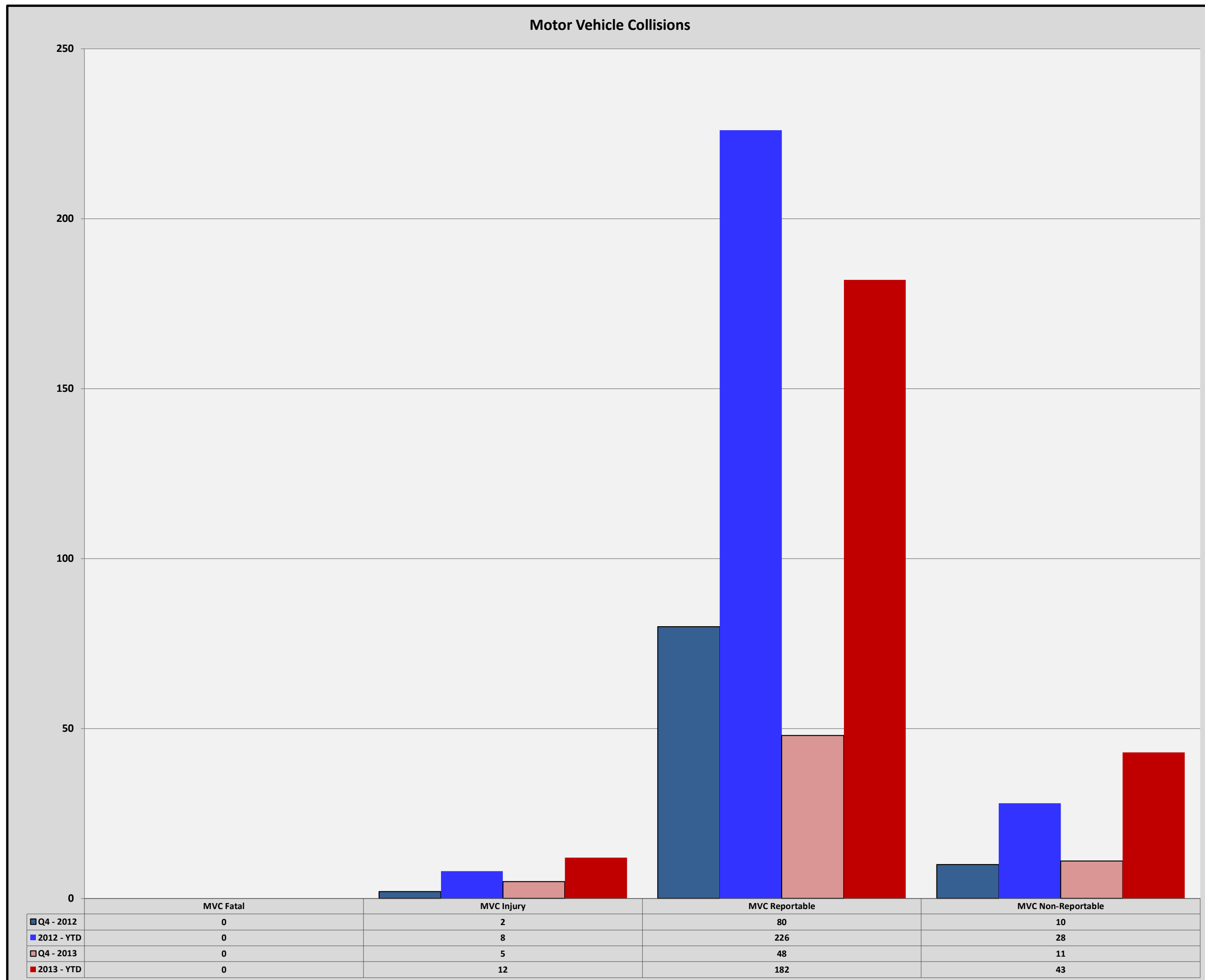
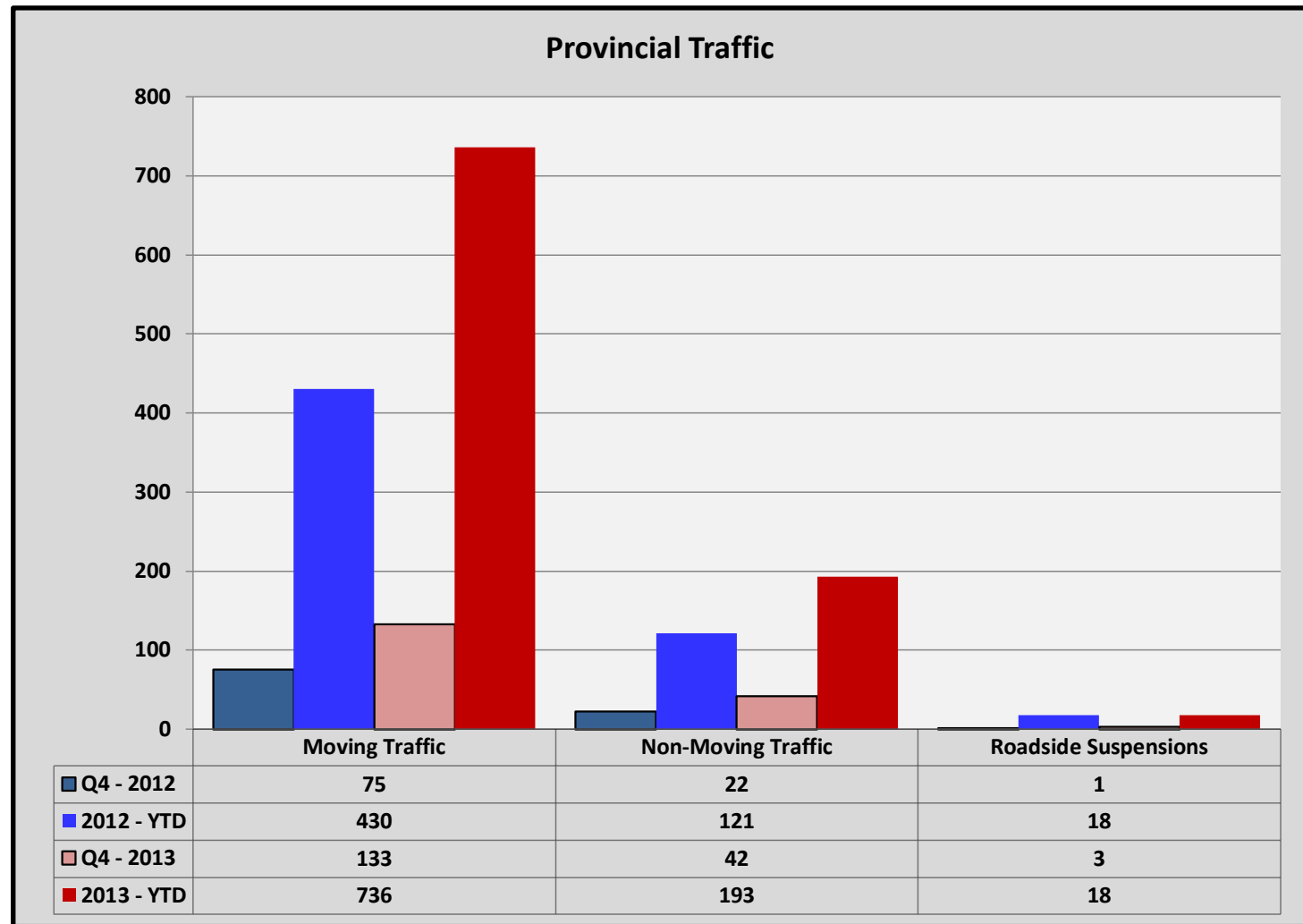
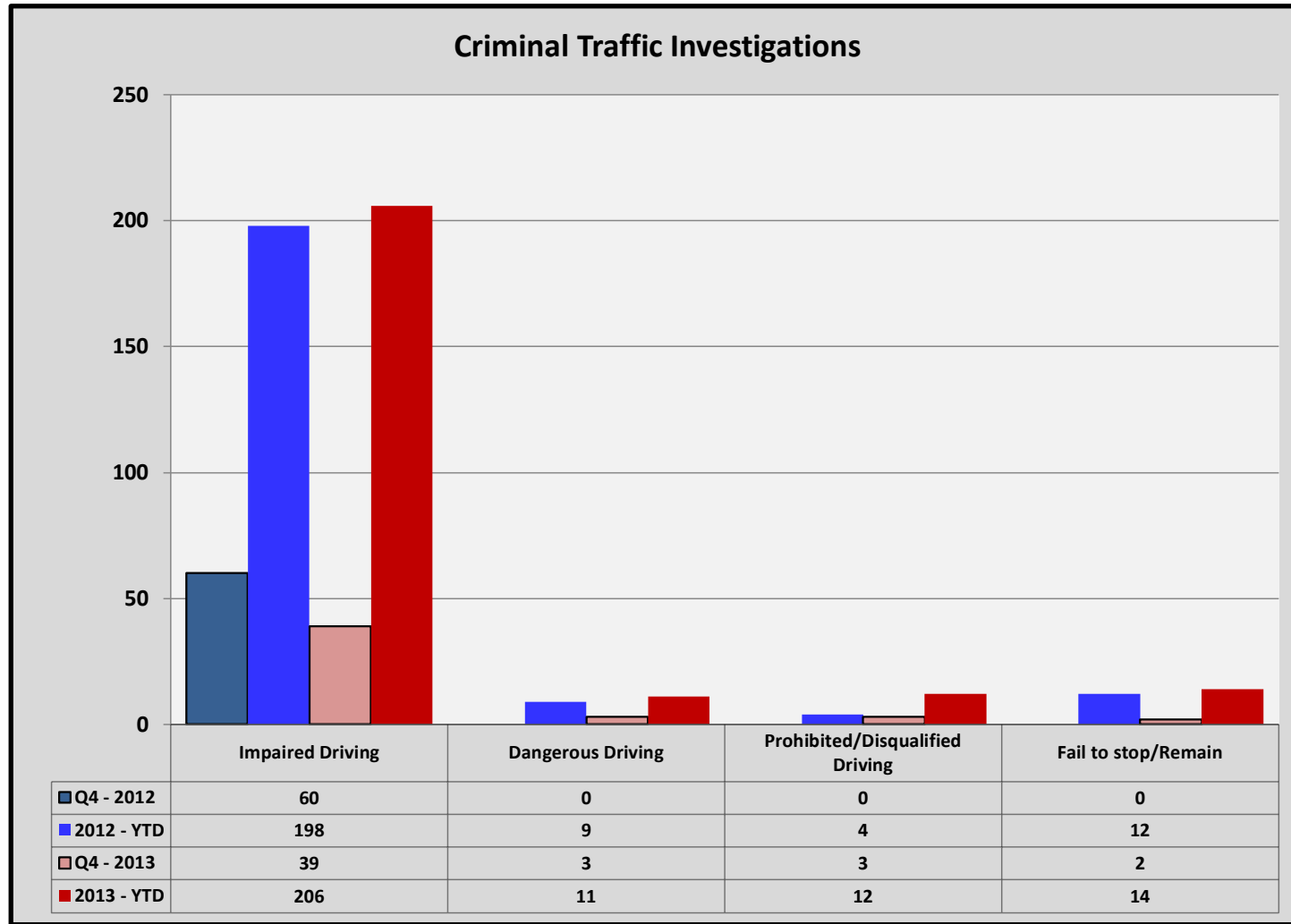


\* This total also included in Theft Under \$5000.

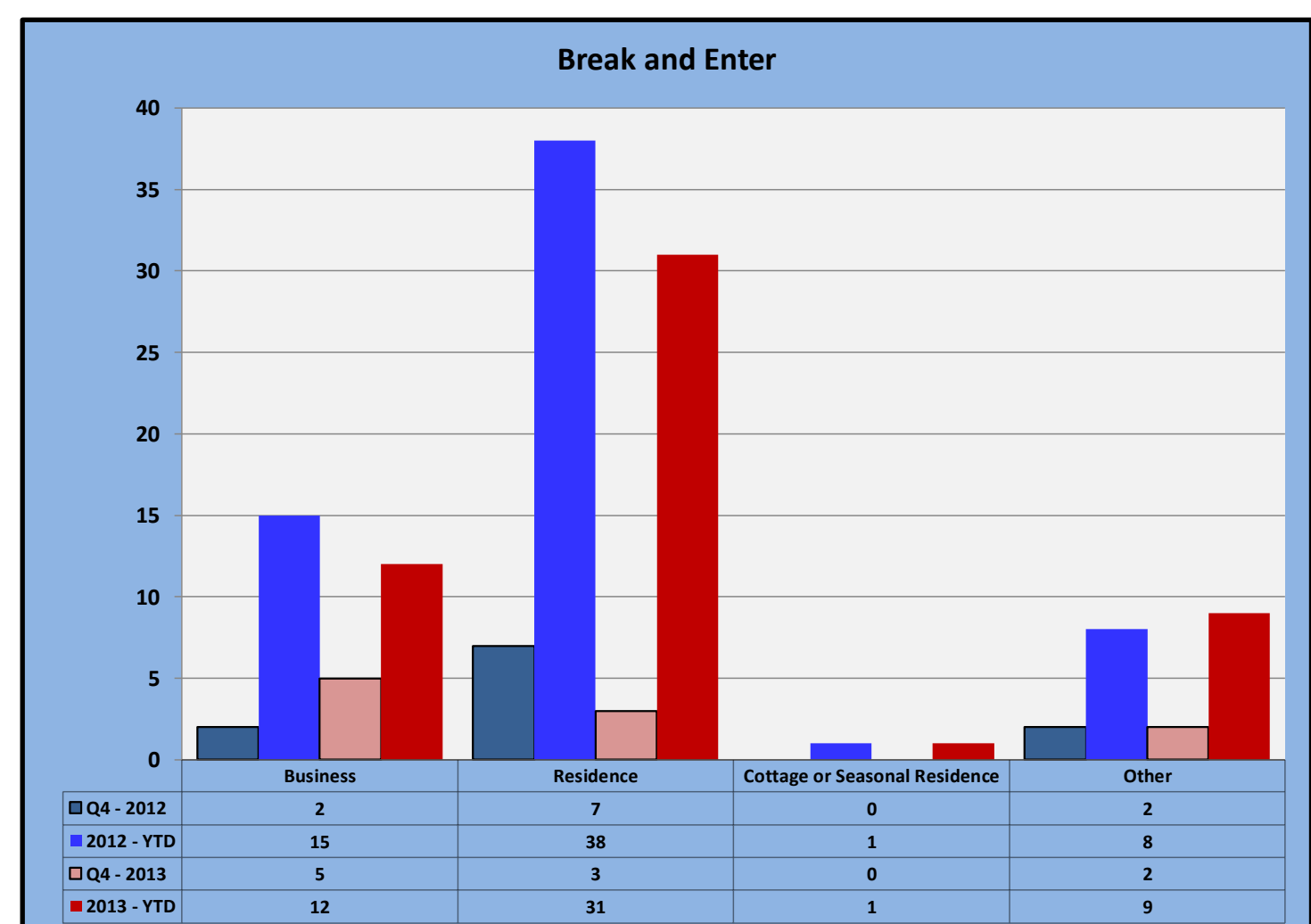
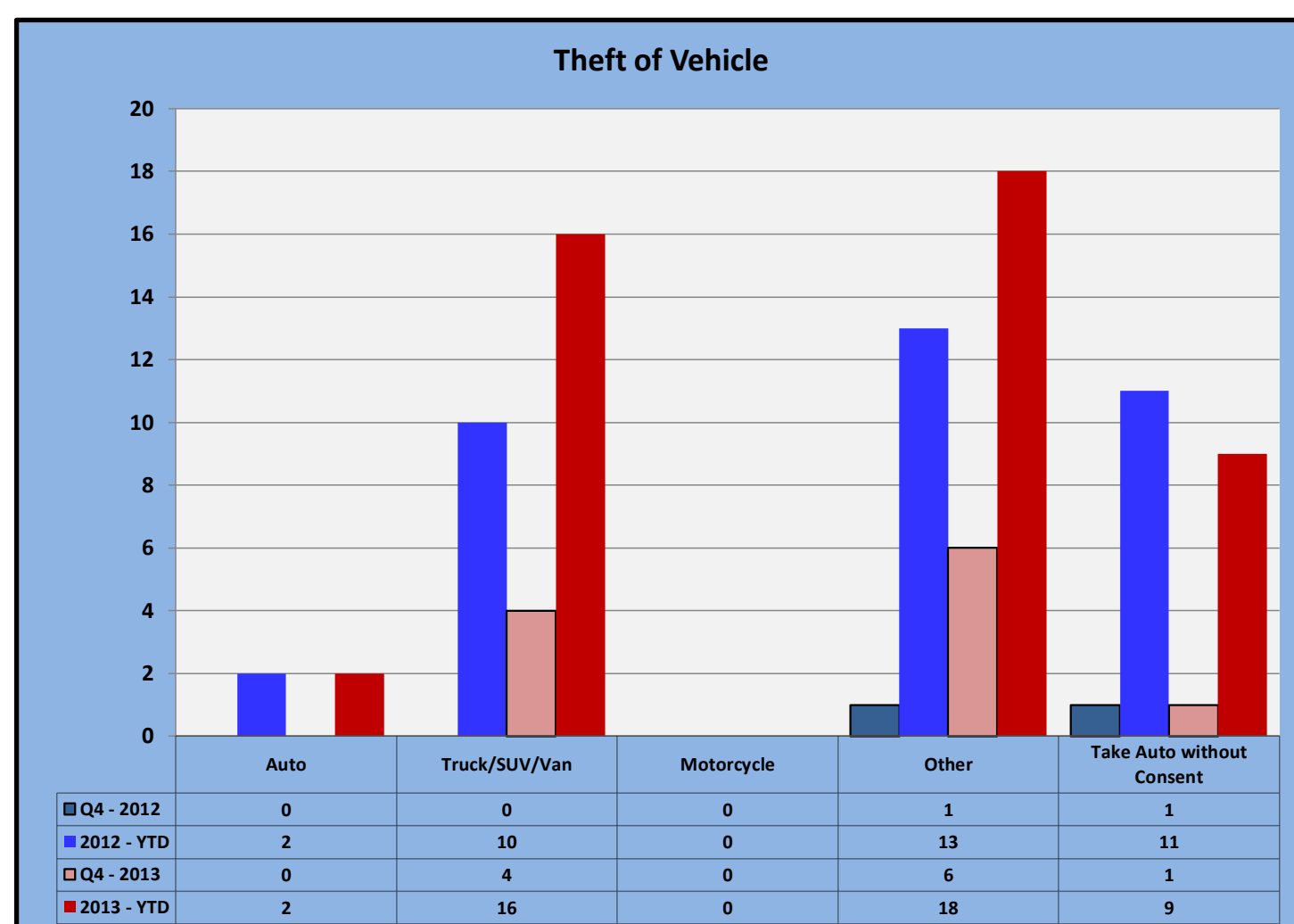
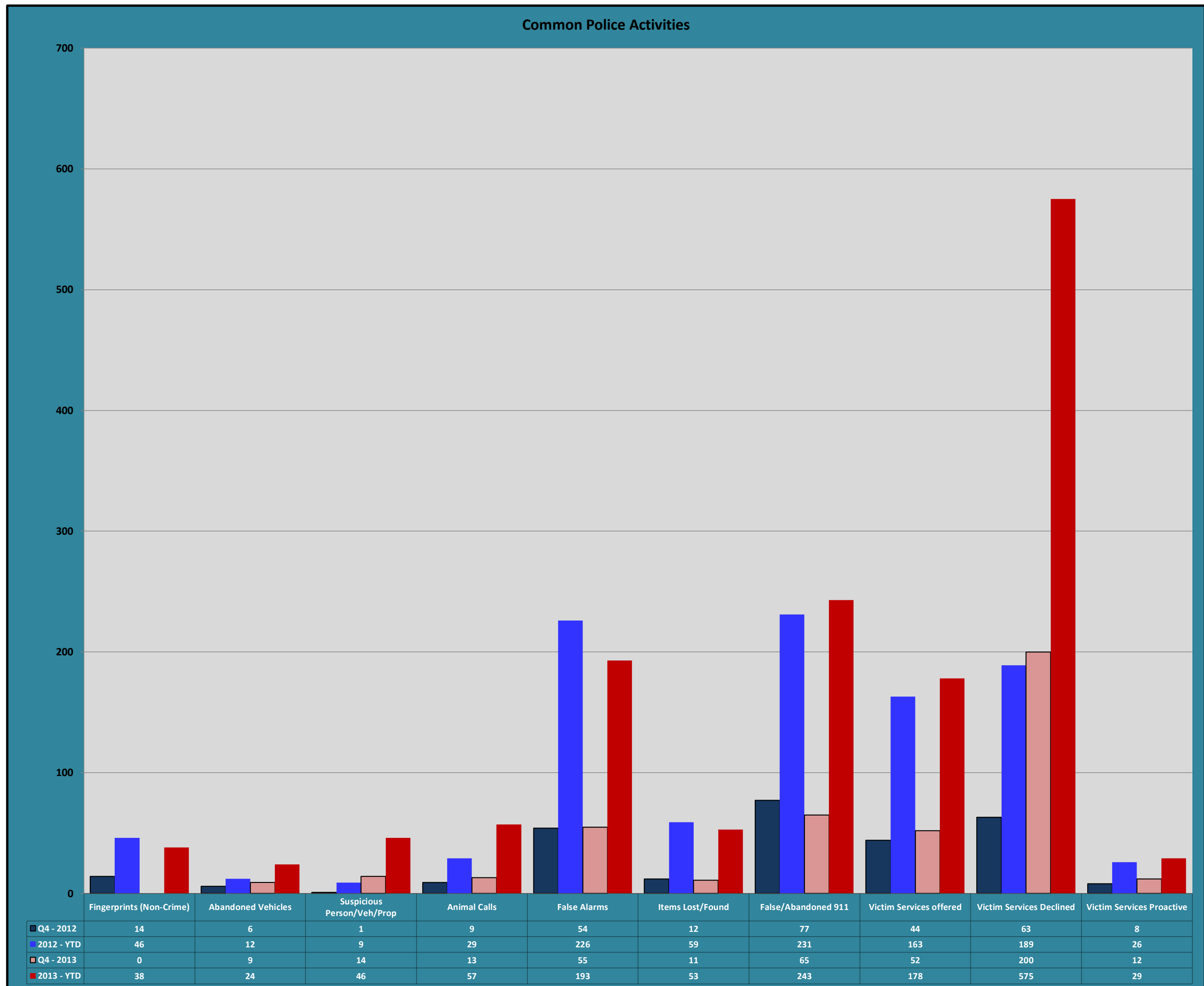




**High Level Provincial Detachment**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**



**High Level Provincial Detachment**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**



**Town of High Level (THL)**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**

Tuesday, January 07, 2014

CATEGORY	2012		2013		% Change	
	December - 2012	YTD	December - 2013	YTD	December	YTD
Homicide	0	0	0	0	0.0%	0.0%
Offences Related to Death	0	0	0	0	0.0%	0.0%
Robbery	0	0	0	2	0.0%	200.0%
Sexual Assaults	0	7	0	11	0.0%	57.1%
Other Sexual Offences	0	6	0	2	0.0%	-66.7%
Assault	15	222	14	182	-6.7%	-18.0%
Kidnapping/Hostage/Abduction	0	10	0	1	0.0%	-90.0%
Extortion	0	0	0	0	0.0%	0.0%
Criminal Harassment	1	17	4	26	300.0%	52.9%
Uttering Threats	4	39	5	55	25.0%	41.0%
Other Persons	0	0	0	1	0.0%	100.0%
<b>TOTAL PERSONS</b>	<b>20</b>	<b>301</b>	<b>23</b>	<b>280</b>	<b>15.0%</b>	<b>-7.0%</b>
Break & Enter	2	43	4	35	100.0%	-18.6%
Theft of Motor Vehicle	1	23	1	26	0.0%	13.0%
Theft Over	1	2	0	2	-100.0%	0.0%
Theft Under	5	89	2	90	-60.0%	1.1%
Possn Stn Goods	0	18	0	12	0.0%	-33.3%
Fraud	1	23	2	22	100.0%	-4.3%
Arson	0	2	0	5	0.0%	150.0%
Mischief To Property	21	425	23	455	9.5%	7.1%
<b>TOTAL PROPERTY</b>	<b>31</b>	<b>625</b>	<b>32</b>	<b>647</b>	<b>3.2%</b>	<b>3.5%</b>
Offensive Weapons	0	6	0	11	0.0%	83.3%
Disturbing the peace	29	583	9	316	-69.0%	-45.8%
<b>OTHER CRIMINAL CODE</b>	<b>12</b>	<b>376</b>	<b>9</b>	<b>221</b>	<b>-25.0%</b>	<b>-41.2%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>41</b>	<b>965</b>	<b>18</b>	<b>548</b>	<b>-56.1%</b>	<b>-43.2%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>92</b>	<b>1891</b>	<b>73</b>	<b>1475</b>	<b>-20.7%</b>	<b>-22.0%</b>
Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
Drug Enforcement - Possession	0	13	1	17	100.0%	30.8%
Drug Enforcement - Trafficking	0	32	0	17	0.0%	-46.9%
Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
<b>Total Drugs</b>	<b>0</b>	<b>45</b>	<b>1</b>	<b>34</b>	<b>100.0%</b>	<b>-24.4%</b>
Federal - General	0	13	0	6	0.0%	-53.8%
<b>TOTAL FEDERAL</b>	<b>0</b>	<b>58</b>	<b>1</b>	<b>40</b>	<b>100.0%</b>	<b>-31.0%</b>
Liquor Act	29	581	15	531	-48.3%	-8.6%
Other Provincial Stats	11	127	3	202	-72.7%	59.1%
<b>Total Provincial Stats</b>	<b>40</b>	<b>708</b>	<b>18</b>	<b>733</b>	<b>-55.0%</b>	<b>3.5%</b>
Municipal By-laws Traffic	0	2	0	1	0.0%	-50.0%
Municipal By-laws	7	66	1	69	-85.7%	4.5%
<b>Total Municipal</b>	<b>7</b>	<b>68</b>	<b>1</b>	<b>70</b>	<b>-85.7%</b>	<b>2.9%</b>
Fatals	0	0	0	0	0.0%	0.0%
Injury MVAS	1	2	0	0	-100.0%	-100.0%
Property Damage MVAS (Reportable)	11	90	8	68	-27.3%	-24.4%
Property Damage MVAS (Non Reportable)	3	13	1	8	-66.7%	-38.5%
<b>TOTAL MVAS</b>	<b>15</b>	<b>105</b>	<b>9</b>	<b>76</b>	<b>-40.0%</b>	<b>-27.6%</b>
<b>Provincial Traffic</b>	<b>13</b>	<b>218</b>	<b>7</b>	<b>272</b>	<b>-46.2%</b>	<b>24.8%</b>
<b>Other Traffic</b>	<b>0</b>	<b>13</b>	<b>0</b>	<b>14</b>	<b>0.0%</b>	<b>7.7%</b>
<b>Criminal Code Traffic</b>	<b>8</b>	<b>107</b>	<b>5</b>	<b>108</b>	<b>-37.5%</b>	<b>0.9%</b>
<b>Common Police Activities</b>						
False Alarms	18	198	23	164	27.8%	-17.2%
False/Abandoned 911 Call	17	138	25	120	47.1%	-13.0%
Prisoners Held	41	862	35	750	-14.6%	-13.0%
Written Traffic Warnings	0	0	0	0	0.0%	0.0%
Index Checks	1	863	1	727	0.0%	-15.8%
Fingerprints taken for Public	1	46	0	38	-100.0%	-17.4%
Persons Reported Missing	5	34	3	26	-40.0%	-23.5%
Request to Locate	7	54	4	34	-42.9%	-37.0%
Abandoned Vehicles	0	3	0	5	0.0%	66.7%
VSU Accepted	5	82	5	73	0.0%	-11.0%
VSU Declined	13	115	28	294	115.4%	155.7%
VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
VSU Proactive Referral	1	12	1	14	0.0%	16.7%

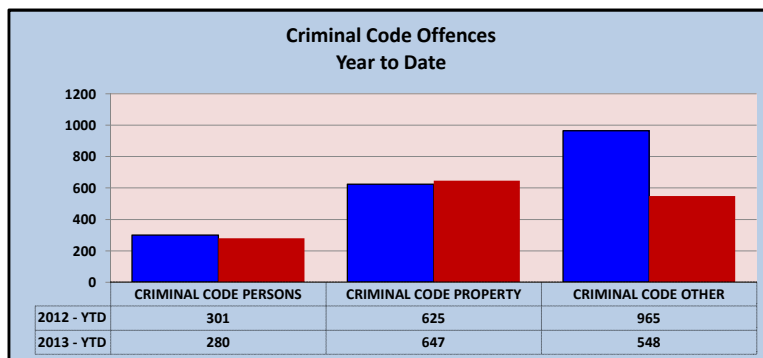
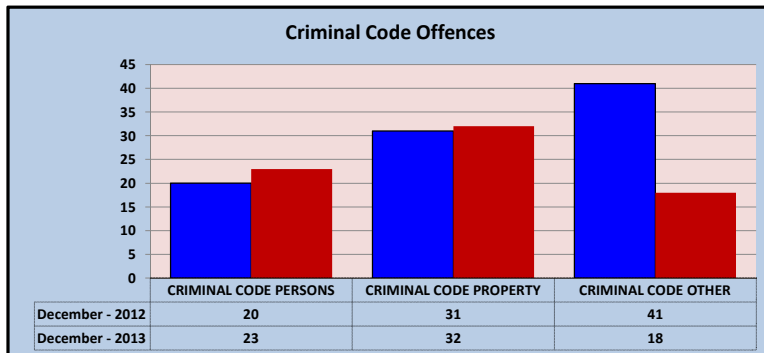
**Town of High Level (THL)**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**

CATEGORY TOTALS	December - 2012	December - 2013	% Change
CRIMINAL CODE PERSONS	20	23	15.0%
CRIMINAL CODE PROPERTY	31	32	3.2%
CRIMINAL CODE OTHER	41	18	-56.1%
<b>TOTAL CRIMINAL CODE</b>	<b>92</b>	<b>73</b>	<b>-20.7%</b>

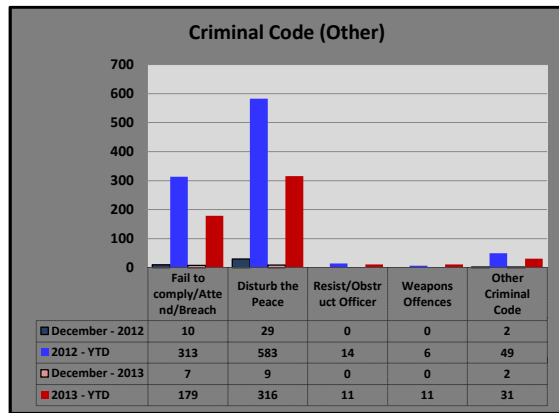
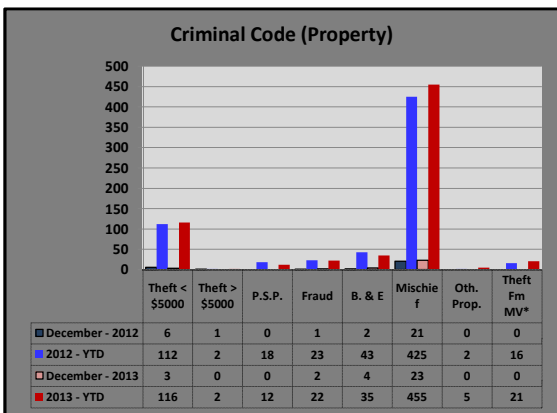
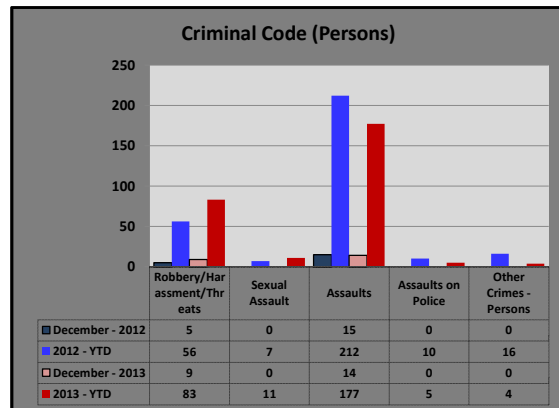
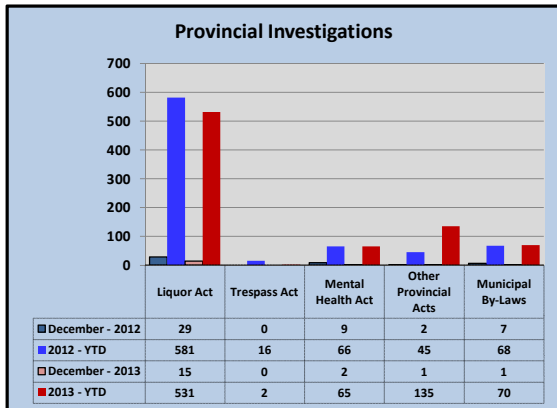
CATEGORY TOTALS	2012 - YTD	2013 - YTD	% Change
CRIMINAL CODE PERSONS	301	280	-7.0%
CRIMINAL CODE PROPERTY	625	647	3.5%
CRIMINAL CODE OTHER	965	548	-43.2%
<b>TOTAL CRIMINAL CODE</b>	<b>1891</b>	<b>1475</b>	<b>-22.0%</b>

CLEARANCE RATES	December - 2012	December - 2013
CRIMINAL CODE PERSONS	105%	83%
CRIMINAL CODE PROPERTY	68%	69%
CRIMINAL CODE OTHER	85%	94%
<b>TOTAL CRIMINAL CODE</b>	<b>84%</b>	<b>79%</b>

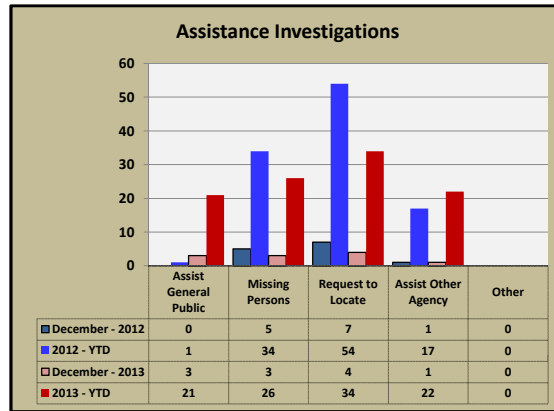
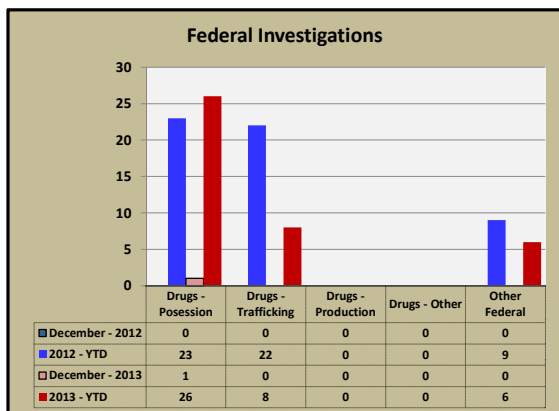
CLEARANCE RATES	2012 - YTD	2013 - YTD
CRIMINAL CODE PERSONS	83%	84%
CRIMINAL CODE PROPERTY	56%	59%
CRIMINAL CODE OTHER	82%	79%
<b>TOTAL CRIMINAL CODE</b>	<b>74%</b>	<b>71%</b>



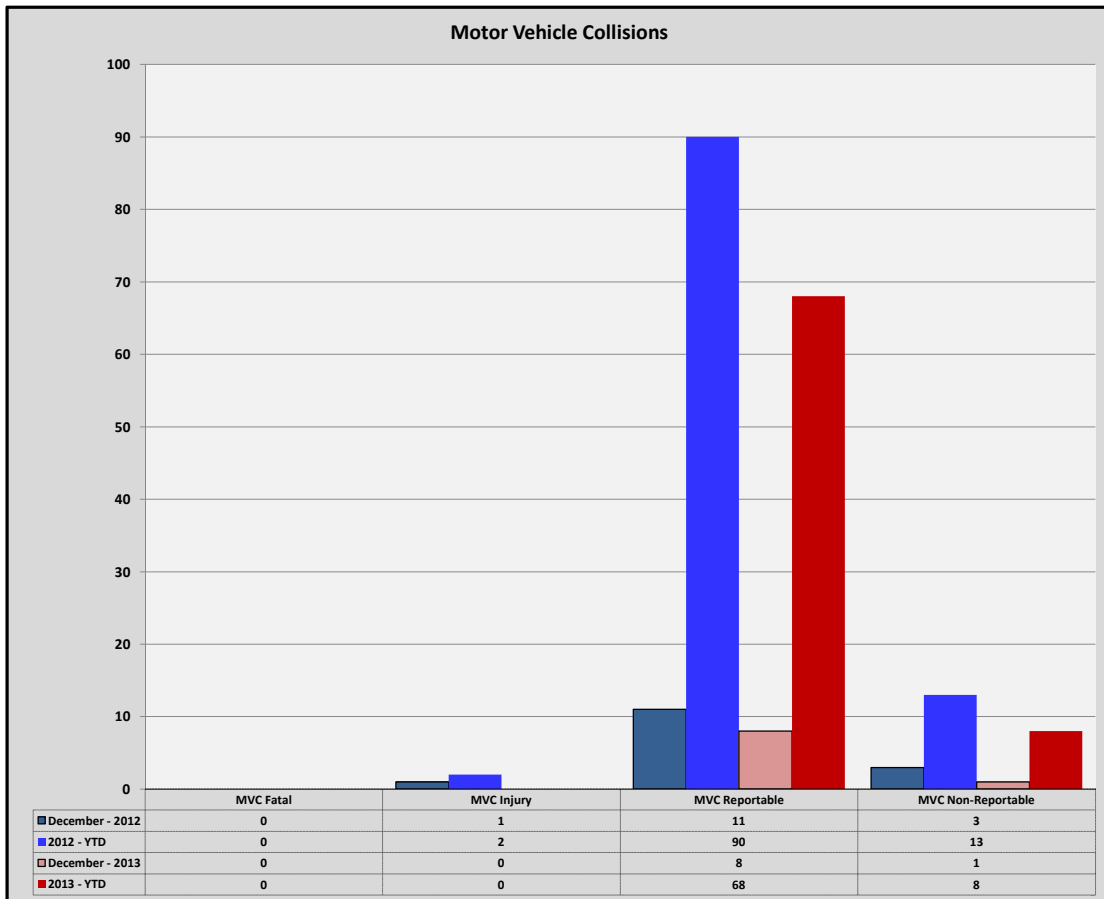
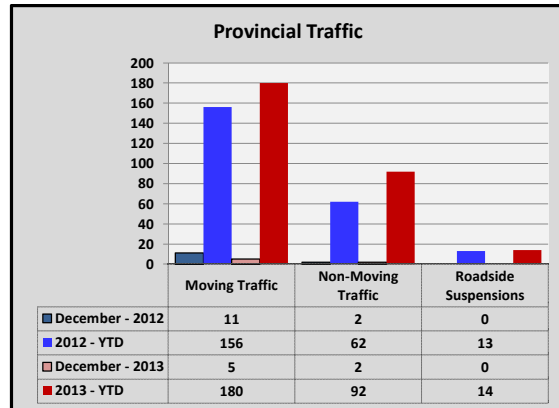
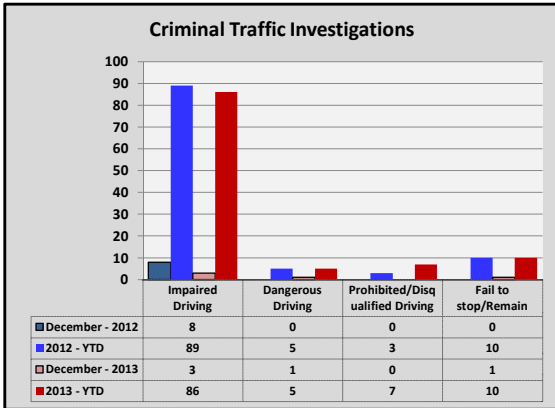
**Town of High Level (THL)**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**



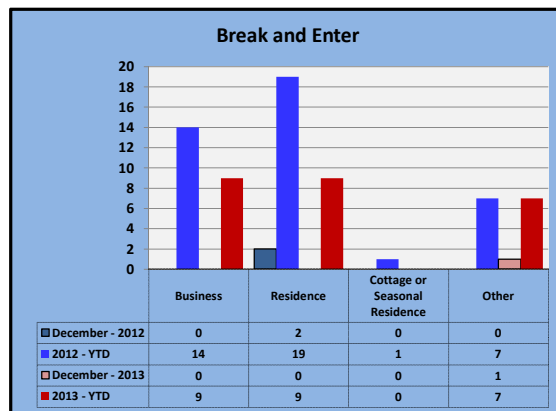
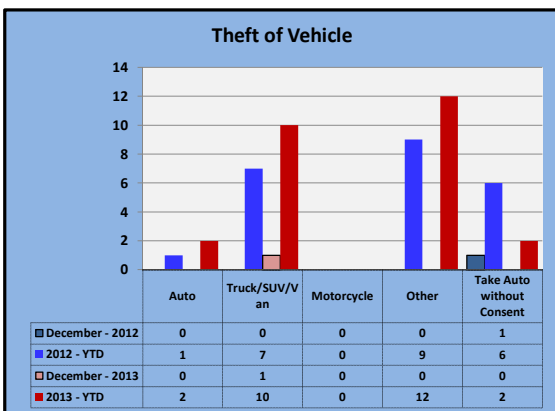
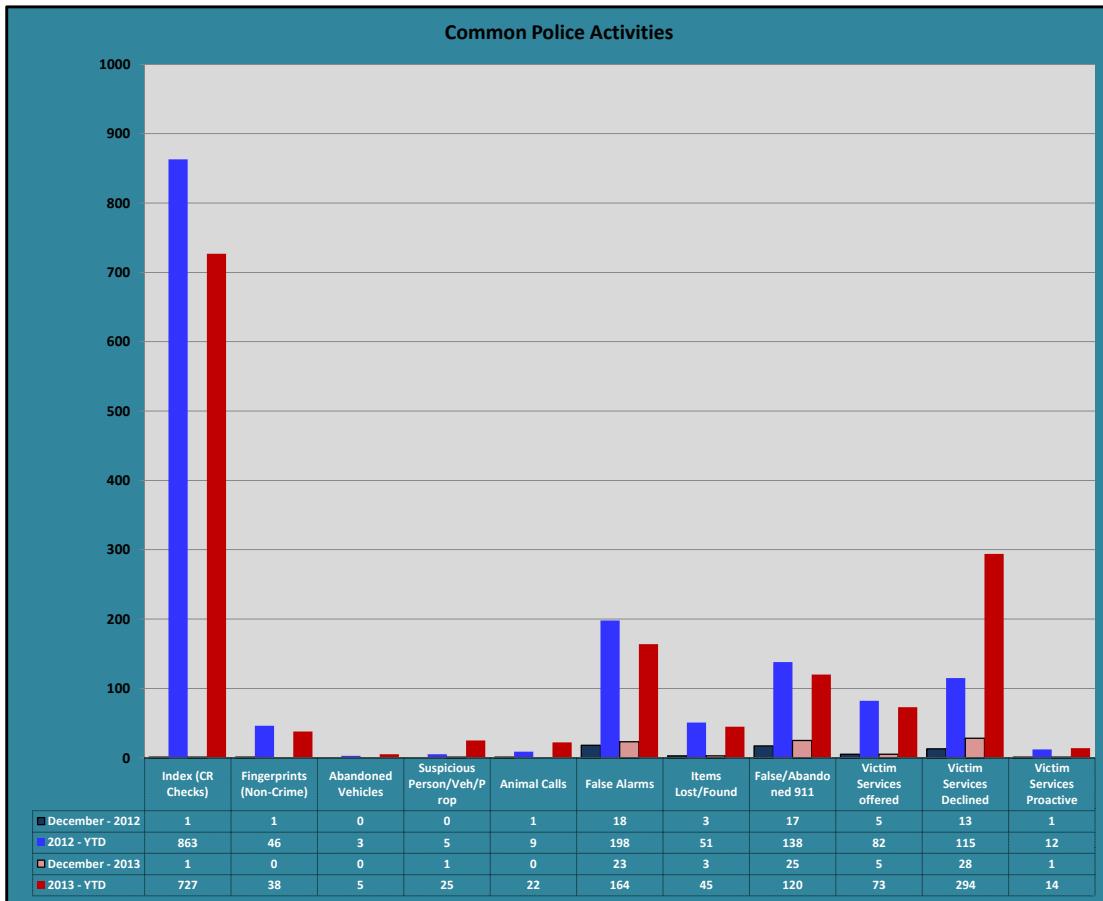
\* This total also included in Theft Under \$5000.



**Town of High Level (THL)**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**



**Town of High Level (THL)**  
**Statistical Comparison of December and Year to Date**  
**Year 2012 - 2013**



**Town of High Level**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**

Tuesday, January 07, 2014

CATEGORY	2012		2013		% Change	
	Q4 - 2012	YTD	Q4 - 2013	YTD	Q4	YTD
Homicide	0	0	0	0	0.0%	0.0%
Offences Related to Death	0	0	0	0	0.0%	0.0%
Robbery	0	0	0	2	0.0%	200.0%
Sexual Assaults	0	7	3	11	300.0%	57.1%
Other Sexual Offences	0	6	1	2	100.0%	-66.7%
Assault	49	222	54	182	10.2%	-18.0%
Kidnapping/Hostage/Abduction	4	10	0	1	-100.0%	-90.0%
Extortion	0	0	0	0	0.0%	0.0%
Criminal Harassment	3	17	8	26	166.7%	52.9%
Uttering Threats	12	39	19	55	58.3%	41.0%
Other Persons	0	0	0	1	0.0%	100.0%
<b>TOTAL PERSONS</b>	<b>68</b>	<b>301</b>	<b>85</b>	<b>280</b>	<b>25.0%</b>	<b>-7.0%</b>
Break & Enter	9	43	11	35	22.2%	-18.6%
Theft of Motor Vehicle	2	23	5	26	150.0%	13.0%
Theft Over	1	2	1	2	0.0%	0.0%
Theft Under	17	89	15	90	-11.8%	1.1%
Possn Stn Goods	12	18	1	12	-91.7%	-33.3%
Fraud	5	23	5	22	0.0%	-4.3%
Arson	0	2	1	5	100.0%	150.0%
Mischief To Property	73	425	109	455	49.3%	7.1%
<b>TOTAL PROPERTY</b>	<b>119</b>	<b>625</b>	<b>148</b>	<b>647</b>	<b>24.4%</b>	<b>3.5%</b>
Offensive Weapons	1	6	5	11	400.0%	83.3%
Disturbing the peace	99	583	68	316	-31.3%	-45.8%
<b>OTHER CRIMINAL CODE</b>	<b>57</b>	<b>376</b>	<b>39</b>	<b>221</b>	<b>-31.6%</b>	<b>-41.2%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>157</b>	<b>965</b>	<b>112</b>	<b>548</b>	<b>-28.7%</b>	<b>-43.2%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>344</b>	<b>1891</b>	<b>345</b>	<b>1475</b>	<b>0.3%</b>	<b>-22.0%</b>
Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
Drug Enforcement - Possession	3	13	4	17	33.3%	30.8%
Drug Enforcement - Trafficking	19	32	5	17	-73.7%	-46.9%
Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
<b>Total Drugs</b>	<b>22</b>	<b>45</b>	<b>9</b>	<b>34</b>	<b>-59.1%</b>	<b>-24.4%</b>
Federal - General	1	13	3	6	200.0%	-53.8%
<b>TOTAL FEDERAL</b>	<b>23</b>	<b>58</b>	<b>12</b>	<b>40</b>	<b>-47.8%</b>	<b>-31.0%</b>
Liquor Act	98	581	105	531	7.1%	-8.6%
Other Provincial Stats	40	127	36	202	-10.0%	59.1%
<b>Total Provincial Stats</b>	<b>138</b>	<b>708</b>	<b>141</b>	<b>733</b>	<b>2.2%</b>	<b>3.5%</b>
Municipal By-laws Traffic	0	2	0	1	0.0%	-50.0%
Municipal By-laws	12	66	8	69	-33.3%	4.5%
<b>Total Municipal</b>	<b>12</b>	<b>68</b>	<b>8</b>	<b>70</b>	<b>-33.3%</b>	<b>2.9%</b>
Fatals	0	0	0	0	0.0%	0.0%
Injury MVAS	1	2	0	0	-100.0%	-100.0%
Property Damage MVAS (Reportable)	26	90	15	68	-42.3%	-24.4%
Property Damage MVAS (Non Reportable)	4	13	1	8	-75.0%	-38.5%
<b>TOTAL MVAS</b>	<b>31</b>	<b>105</b>	<b>16</b>	<b>76</b>	<b>-48.4%</b>	<b>-27.6%</b>
<b>Provincial Traffic</b>	<b>35</b>	<b>218</b>	<b>48</b>	<b>272</b>	<b>37.1%</b>	<b>24.8%</b>
<b>Other Traffic</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>14</b>	<b>0.0%</b>	<b>7.7%</b>
<b>Criminal Code Traffic</b>	<b>25</b>	<b>107</b>	<b>32</b>	<b>108</b>	<b>28.0%</b>	<b>0.9%</b>
<b>Common Police Activities</b>						
False Alarms	46	198	49	164	6.5%	-17.2%
False/Abandoned 911 Call	38	138	42	120	10.5%	-13.0%
Prisoners Held	176	862	155	750	-11.9%	-13.0%
Written Traffic Warnings	0	0	0	0	0.0%	0.0%
Index Checks	226	863	161	727	-28.8%	-15.8%
Fingerprints taken for Public	14	46	0	38	-100.0%	-17.4%
Persons Reported Missing	8	34	6	26	-25.0%	-23.5%
Request to Locate	18	54	7	34	-61.1%	-37.0%
Abandoned Vehicles	2	3	1	5	-50.0%	66.7%
VSU Accepted	22	82	24	73	9.1%	-11.0%
VSU Declined	38	115	94	294	147.4%	155.7%
VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
VSU Proactive Referral	3	12	6	14	100.0%	16.7%



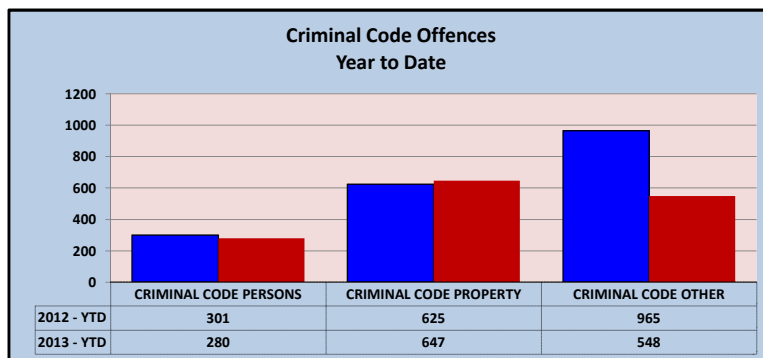
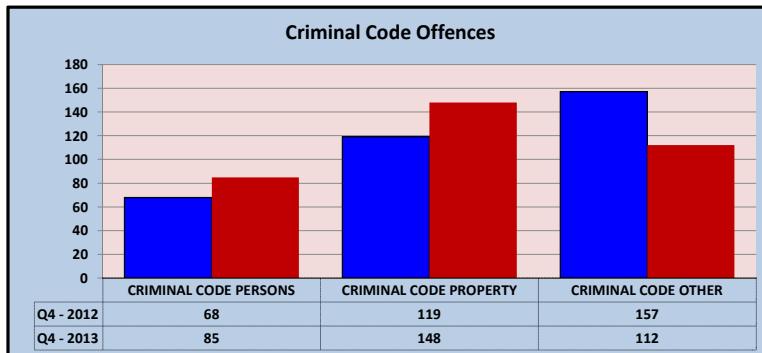
**Town of High Level  
Statistical Comparison of Q4 and Year to Date  
Year 2012 - 2013**

CATEGORY TOTALS	Q4 - 2012	Q4 - 2013	% Change
CRIMINAL CODE PERSONS	68	85	25.0%
CRIMINAL CODE PROPERTY	119	148	24.4%
CRIMINAL CODE OTHER	157	112	-28.7%
<b>TOTAL CRIMINAL CODE</b>	<b>344</b>	<b>345</b>	<b>0.3%</b>

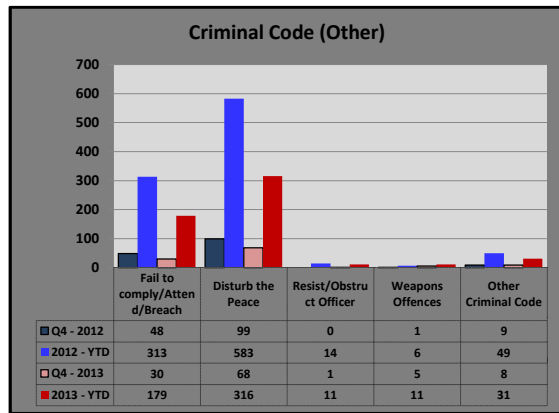
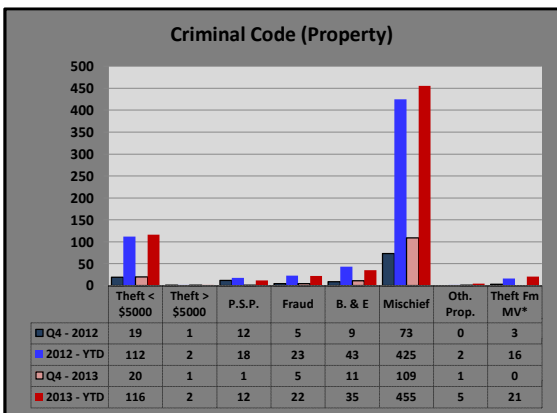
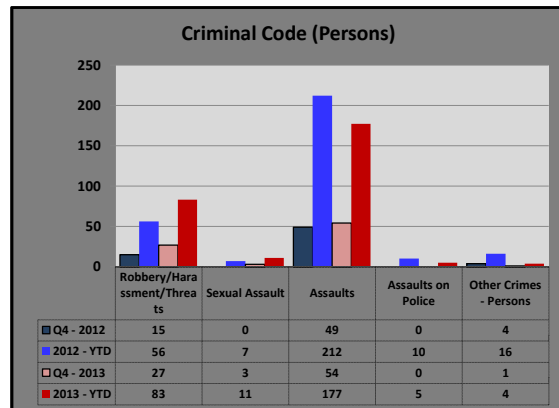
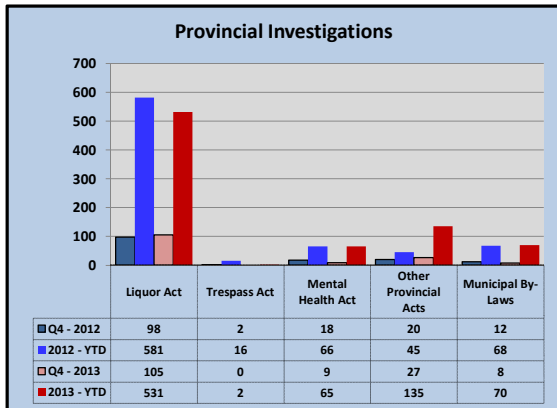
CATEGORY TOTALS	2012 - YTD	2013 - YTD	% Change
CRIMINAL CODE PERSONS	301	280	-7.0%
CRIMINAL CODE PROPERTY	625	647	3.5%
CRIMINAL CODE OTHER	965	548	-43.2%
<b>TOTAL CRIMINAL CODE</b>	<b>1891</b>	<b>1475</b>	<b>-22.0%</b>

CLEARANCE RATES	Q4 - 2012	Q4 - 2013
CRIMINAL CODE PERSONS	93%	82%
CRIMINAL CODE PROPERTY	62%	61%
CRIMINAL CODE OTHER	81%	79%
<b>TOTAL CRIMINAL CODE</b>	<b>77%</b>	<b>72%</b>

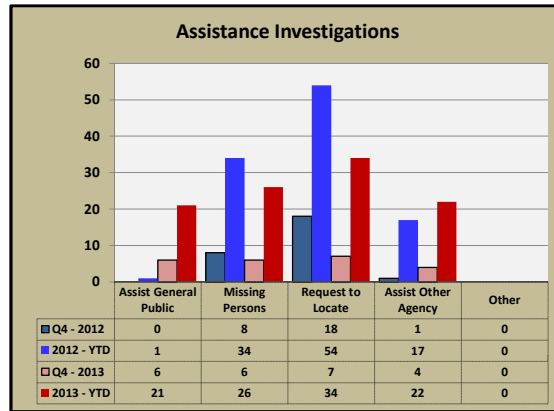
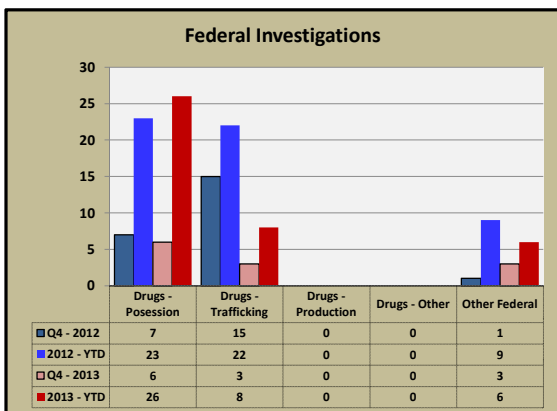
CLEARANCE RATES	2012 - YTD	2013 - YTD
CRIMINAL CODE PERSONS	83%	84%
CRIMINAL CODE PROPERTY	56%	59%
CRIMINAL CODE OTHER	82%	79%
<b>TOTAL CRIMINAL CODE</b>	<b>74%</b>	<b>71%</b>



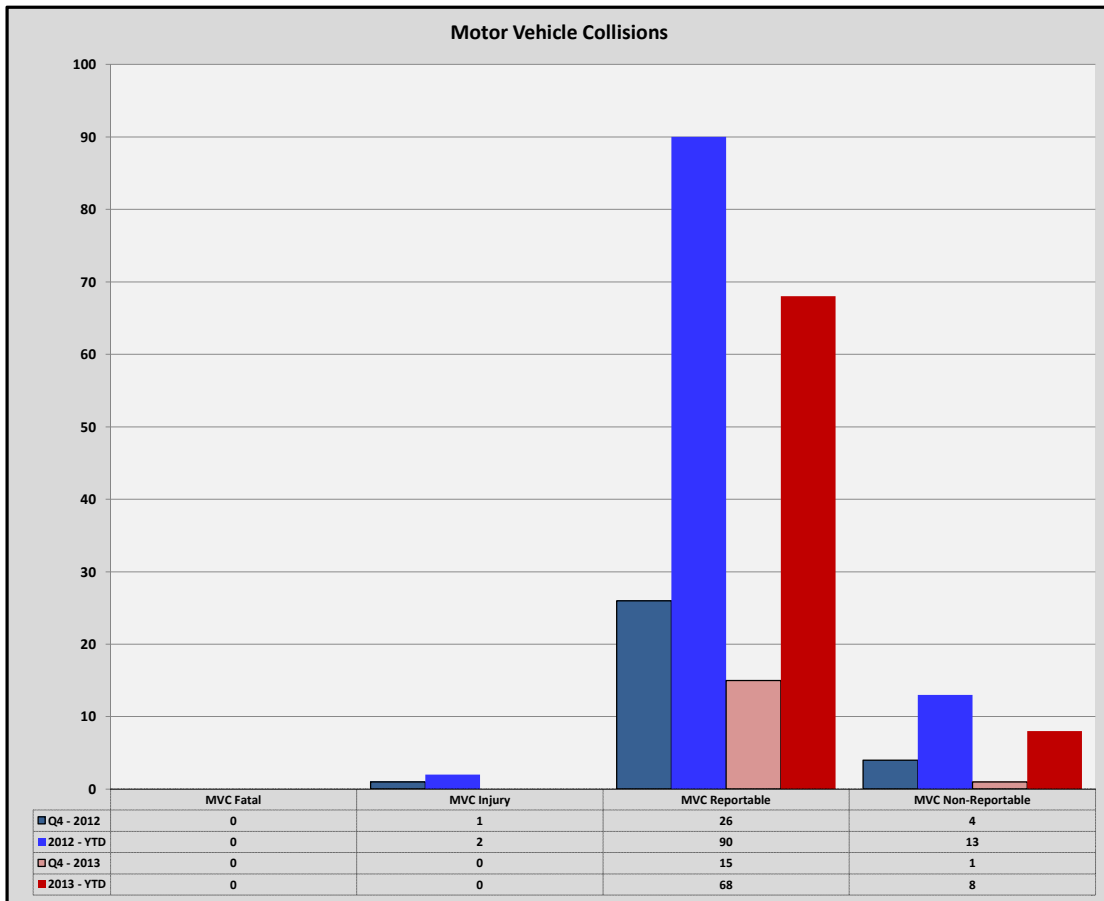
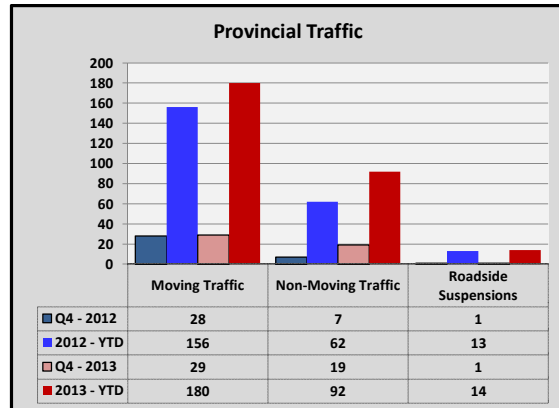
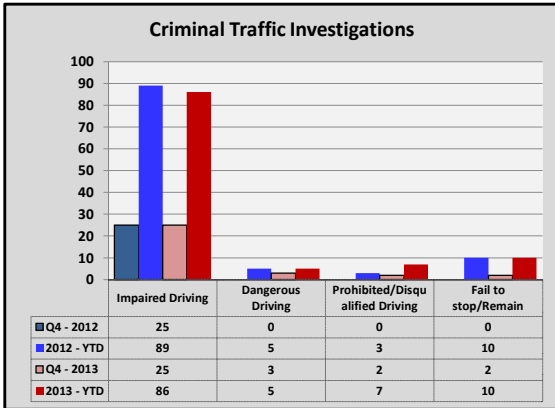
**Town of High Level**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**



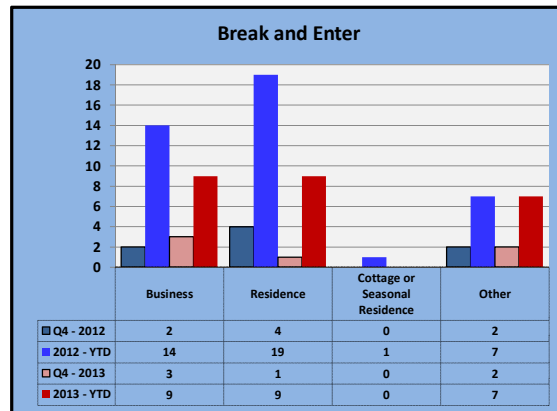
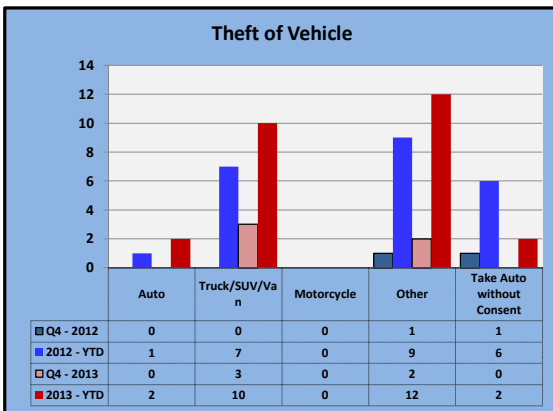
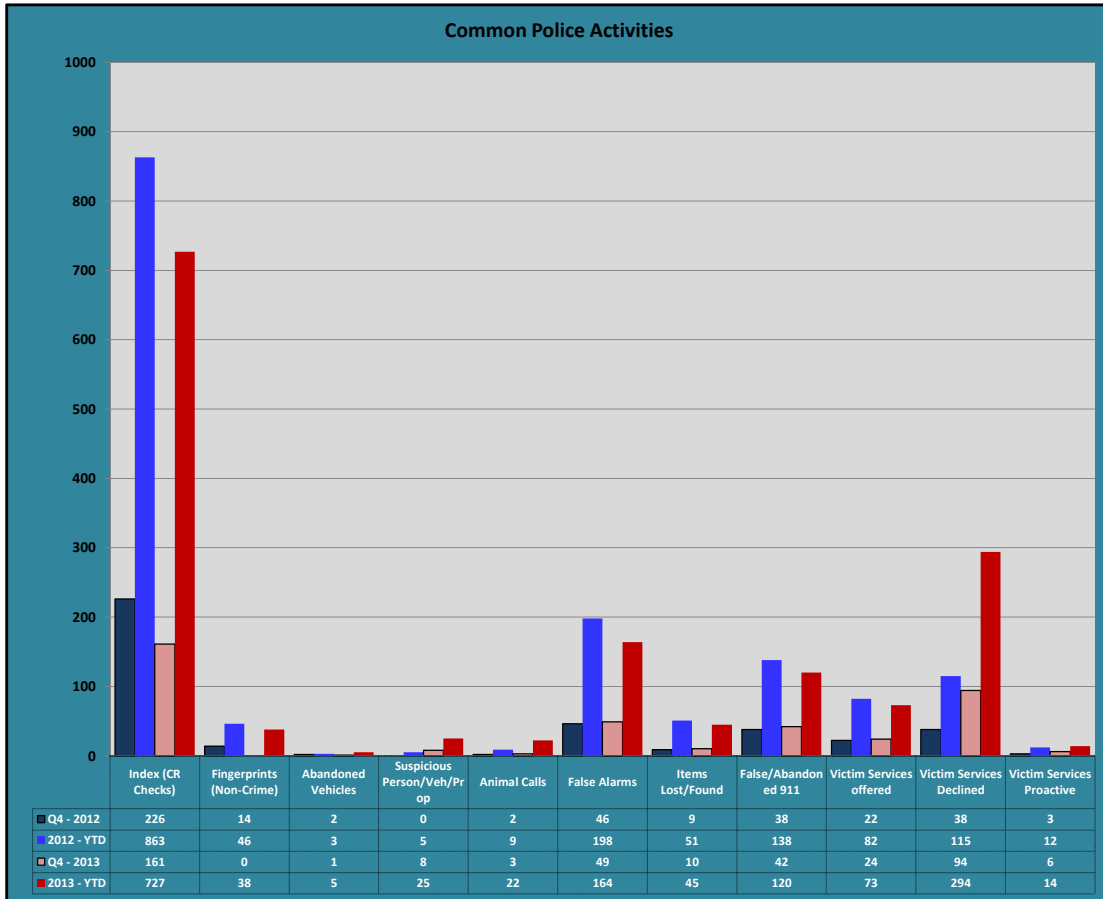
\* This total also included in Theft Under \$5000.



**Town of High Level**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**



**Town of High Level**  
**Statistical Comparison of Q4 and Year to Date**  
**Year 2012 - 2013**





# “K” Division Operations Strategy Branch

2014-01-09

**To:** C/Supt. LUCKI, District Officer, OIC Western Alberta District

**From:** Darci FORTIER, “K” Division Operations Strategy Branch

**Re:** **Western Alberta District Provincial –Mayor’s Report Summary – Quarter 4, 2013**

---

In Quarter 4 (Q4) 2013, Total Criminal Code was up 2% in Western Alberta District (WAD) compared to Q4 2012. WAD Provincial detachments shows a 4% decrease in Total Criminal CC for 2013 compared to 2012. There are slight increases in CC Persons (2%) and CC Property (11%) in Q4 compared to Q4 last year.

**Fort Vermilion** Crime Stats show a 39% decrease in total CC for Q4 2013 compared to Q4 2012 and a 31% decrease in total CC for 2013. Some insight into these decreases could be that up until September 1, 2013, Fort Vermilion members were providing assistance/support to North Peace Tribal Police Service.

## Criminal Code Person Crime:

- Increased 2% in Q4 2013 (compared to Q4 2012) but is down 4% for the year in WAD.
- **Robberies** are up 32% this year compared to last;
  - ✓ More than half (63%) of the Robberies in WAD Provincial Detachments happened in **Assumption, Faust/ High Prairie, Manning and McLennan;**
- **Kidnapping/Hostage Taking/Abductions** are down by 30% YTD this year compared to last.
  - ✓ **Mayerthorpe** reports 8 of these occurrences this year (4 of which occurred in Q4).
- **Assaults** account for 66% of total CC Person files and are down 2% YTD.
  - ✓ **Edson** = 350% increase in Q4 2013 (from 4 to 18) and are up 41% this year compared to last (from 27 to 38).
  - ✓ **Evansburg** = 71% increase in Q4 2013 (from 14 to 24) and are up 37% this year compared to last (from 51 to 70).
  - ✓ **Fairview** = 86% increase in Q4 2013 (from 7 to 13)
  - ✓ Are up 34% in the **Grande Prairie** rural area this YTD compared to 2012 YTD (from 135 to 181)
  - ✓ **Spirit River** = 48% increase this year compared to last (44 to 65).
- **Offences Related to Death** – Peace Regional shows that there were 4 in Q4 and 7 in 2013, there were none reported in 2012.

## Criminal Code Property Crime:

- Increased by 11% in Q4 2013 but is on par for the year with the number of CC Property files compared to last year.



## “K” Division Operations Strategy Branch

- ✓ **Edson** = a 70% increase in Property Crime in Q4, with significant increases in Break & Enters, Theft of MV and Mischief files.
- **B&E, Theft of MV, Theft Over \$5,000 and Fraud Files** are up moderately to substantially in **Spirit River** this year compared to last (B &E's and Frauds have both more than doubled).
- **Break & Enters** are down 2% for 2013 in Provincial WAD detachments, however;
  - ✓ **Fairview** shows a 57% increase in B&E's for Q4 (from 7 to 11)
  - ✓ **Fox Creek** reported 5 times more B&E's in Q4 than last year (from 2 to 12)
  - ✓ **High Level** shows a 46% increase in Q4 (from 13 to 19), Red Earth Creek reports a 39% decrease in 2013 compared to 2012 (from 33 to 20) and
  - ✓ **Swan Hills** had 3 times the number of B&E's in Q4 2013 as last year's Q4 (from 4 to 12).
- **Evansburg** shows a 184% increase in **Theft Over \$5,000** (from 6 to 17).
- **Theft of MVs** are up 43% in **Assumption** this year compared to last (from 28 to 40), up 89% in **Edson** for 2013 compared to 2012 (from 26 to 49), are up 29% in **Fort Vermilion** for 2013 (from 17 to 22) and show a 32% increase in Valleyview this year (from 34 to 45).
- **Theft of MV Q4 increases:**
  - ✓ **Beaverlodge** = 120% increase in Q4 compared to last year's Q4 (from 10 to 22)
  - ✓ **Edson** = 86% increase in Q4 (from 7 to 13)
  - ✓ **Evansburg** = 150% during Q4 (from 6 to 15)
  - ✓ **Fox Creek** = 120% in Q4 (from 5 to 11)
  - ✓ **High Level** = 450% in Q4 (from 2 to 11)
- **Fraud** is up 36% in **Beaverlodge** this year compared to last (from 33 to 45) and 178% in **Valleyview** (from 9 in 2012 to 25 in 2013).

### Other Criminal Code/ Other Categories:

- Shows a 13% decrease in Q4, 2013 and is down 11% for the year compared to 2012 in WAD.
- **Liquor Act files** – have increased substantially in the **Jasper** detachment area (from 93 in 2012 to 237 in 2013) and in **Manning** detachment area (from 14 in 2012 to 34 in 2013). Liquor Act files are down 73% in **Mayerthorpe** this year (from 33 in 2012 to 9 in 2013).
- **False Alarms**– Drayton Valley shows a 48% increase YTD (from 75 to 111), **Edson** reports a 104% increase YTD (from 54 to 110),
- **Traffic Fatalities** – 8 of the 9 that happened in WAD Provincial detachments in Q4 occurred in **Valleyview** detachment area; 42 Traffic Fatalities were recorded in WAD Provincial in 2013.
- **Provincial Traffic files** – are up 123% in **Grande Cache** this year compared to last (from 362 to 806), show a 69% increase in 2013 in **High Level** (from 548 to 928), a 57% increase YTD in **Manning** detachment (from 288 to 453) and a 74% increase in Swan Hills (from 447 to 777).
- **Drug Enforcement – Possession: Edson** shows a 29% increase in 2013 compared to last year (from 31 to 40), **Fox Creek** reports a 39% increase in 2013 (from 33 to 46)
  - ✓ **Grande Cache** = 50% decrease in Drug Possession in 2013



## “K” Division Operations Strategy Branch

- ✓ **Hinton** = 267% increase in possession files during Q4 (from 3 to 11), which is nearly 50% of their total possession files for the year.
- ✓ **Swan Hills** = 54% increase in Possession files this year compared to last (from 13 to 20).
- **Drug Enforcement – Trafficking:** are up 94% in **Valleyview** this year compared to last (from 15 to 29).

### Spousal Abuse files (as Defined by FVR)

**Spousal Abuse files (as Defined by FVR)** have increased 19% in 2013 compared to 2012 (from 1832 to 1537).

- **Beaverlodge** reports a 48% increase in 2013 YTD (from 97 to 144);
- **Edson** shows a significant increase in SA files in Q4, 2013 compared to Q4, 2012 (from 3 to 11) and a 49% increase in all of 2013 compared to 2012 (from 23 to 34)
- **Evansburg** shows a 42% increase from 43 for 2012 to 61 this year;
- **Fairview** shows an almost 50% decrease in 2013 (from 33 to 17);
- **Fort Vermilion** shows a 45% decrease this year compared to last (from 42 to 25);
- **Grande Cache** reports a 104% increase this year compared to 2012 YTD (from 23 to 47);
- SA files in **Jasper** have increased 54% in 2013 (from 24 to 37).
- **Mayerthorpe** shows an 86% increase in 2013 compared to 2012 (from 51 to 95).
- Show a 93% increase in **Whitecourt** this year compared to YTD last year (from 14 to 28).

### Clearance Rates

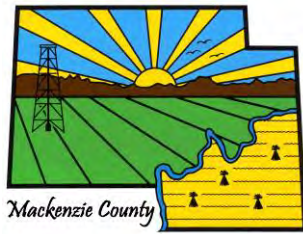
WAD Provincial detachments had a total CC Clearance Rate of 67% in Q4 2013 and show a 3% increase for the year compared to last year.

Q4 Clearance Rates are as follows: CC Persons is 88%, CC Property is 46% and CC Other is 79%.

2013 Clearance Rates are as follows: CC Persons is 86%, CC Property is 43% and CC Other is 74%.







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

### **BACKGROUND / PROPOSAL:**

The CAO and Director reports are attached for information.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

### **RECOMMENDED ACTION:**

That the CAO report for January 2014 be accepted for information.

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



# Mackenzie County

## Monthly CAO Report to Council – January 2014

January has been a busy month with a few 2013 capital projects ongoing. 2014 Budget was approved and staff is working on 2013 year end documents. Financial Audit is scheduled for the first week in March.

This report provides highlights on some completed or ongoing initiatives:

1. **Fort Vermilion Research Farm** – We now had a couple of meetings with MARA and a revised draft property lease agreement will be presented to Council on February 11<sup>th</sup>.
2. **Strategic Priorities Chart** – Approved at January 14, 2014 council meeting.
3. **Regional Sustainability Study** – A second open house was held for the Hamlet of La Crete on January 21 and the next tri-council committee meeting is on January 22. The web-survey has been re-opened up to February 14 due to low participation and people are advised to complete and submit forms at our offices.
4. **Regional Housing Needs Assessment** – We received an approval for \$100,000 towards this project. This item is on the February 5, 2014 tri-council agenda. Mackenzie County has been selected as an administrative lead on this project.
5. **Regional Water System** – the Town of High Level responded to our request to participate in a Study and apply for funding under the Regional Collaboration Program. Although not objecting to the proposed study, The Town's response is to postpone the project until the Regional Sustainability Study is completed.
6. **RCMP** – FV RCMP – Council agreed to reestablish the administrative position to support the RCMP. Cindy Johnson has now received her security clearance and commenced her work in this position.
7. **Regional Service Sharing Agreement with the Town of High Level** – Council approved the Town's counter-offer at their January 14<sup>th</sup> meeting. It is expected that the documents will be signed at the February 5, 2014 tri-council meeting.
8. **Mackenzie Emergency Management Agency** – Mackenzie County organized and hosted the Agency's meeting with participation from other municipalities, government agencies, and utility companies. The meeting was well attended and received great feedback. The aim of the meeting was to re-establish the collective planning for disaster emergency response. A number of items were identified for future meetings. As well, Mackenzie County will be hosting the following AEMA training courses during the week of June 16-20:
  - Municipal Elected Officials (MEO) course – ½ day
  - Emergency Coordination Center (ECC) course – 1 day
  - Emergency Social Services (ESS) course – 1 day or 1.5 days
  - Registration & Inquiry (R&I) course – ½ day
  - Alberta Emergency Alert workshop – ½ day

9. ***Oil & Gas Strategy*** – currently in the process of gathering information and compiling data.
10. ***Tri-County meeting*** – the meeting took place on January 16, 2014 in Zama. Administration is proceeding with actions as directed.
11. ***MHMB vs. THL – MGB Hearing*** – administration prepared and submitted the County’s response as directed by Council.
12. ***Master Drainage Plan*** – presented an updated project schedule to the ASB at their February 5, 2014 meeting and have direction now to proceed with LiDar option to complete this plan. Funds for this project are included in the 2013 budget.

Please review the attached Directors reports and we will be happy to answer any questions Council may have.

Respectfully submitted,  
Joulia Whittleton

## MONTHLY REPORT TO THE CAO

For the month of January 2014

From: Ron Pelensky  
Director of Community Services and Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Crews are busy completing winter maintenance activities on roads Hauling snow from FV streets
Buildings	January	Repaired shingles from wind damage on several buildings. Assembled furniture & replaced flooring. Repaired heating system in La Crete office. In total we completed 31 building work requests
Dogs	Ongoing	Patrolled for dogs in Fort Vermilion. No Live traps set as it is too cold
By-Law	Ongoing	Dealing with two clean up orders in Zama. Court gave approval on one camp cleanup. Dealt with several snowmobile concerns within the Hamlet of La Crete.
Emergency/Disaster Service	January	Dealt with power outage incident. Prepped for emergency disaster plan meeting.
Health and Safety	Ongoing	Continued working on Directives for the Safety Manual. The Joint Health and Safety Committee completed several safety inspections on buildings.
Fire Department	January	<b>Fort Vermilion</b> responded to 5 Medical Assists, 3 Structure Fires, 1 Outdoor fire <b>La Crete</b> responded to 6 medical assists, 3 Motor Vehicle Accidents, 3 Structure Fire, 2 Mutual Aid for Fort Vermilion fires <b>Zama</b> responded to 1 tree on powerline response
Fire Department Training	January	Our Fire Chief completed fire safety codes course and is working on first two fire investigations. 1001 fire training

## Capital Projects

Projects	Timeline	Comments
High Level to Ainsworth Rural Waterline	January	Town of High Level and Mackenzie County waterline is 90% complete. The water meter pit and Ainsworth waterline is to be done in February

### Personnel Update:

Advertising for Fort Vermilion Public Works Admin Assistant

### Other Comments:

Worked on 2014 capital budget

## MONTHLY REPORT TO THE CAO

For the Month of January, 2014

**From:** John Klassen  
Director of Environmental Services & Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Snow removal in progress as required.
Drainage	Ongoing	We will evaluate during spring runoff.
Grader Tender	Feb 2014	Tender is out and closing on Feb 11 <sup>th</sup> at Council meeting.
Ice Bridge Contract	Nov 2013 – Apr 2014	The crossing reached its full weight capacity of 63,500 kg's on Feb 4, 2014. Last season we reached full capacity on Jan 25 <sup>th</sup> .
Strategic Priorities	Ongoing	1) <i>Rural Water Strategy (laterals)</i>

### Capital Projects

Projects	Timeline	Comments
Bridge Repairs	Ongoing	In progress.
La Crete Street Projects	Summer 2013	Project complete with the exception of street lights, Atco plans on installing them in spring.
Zama Distribution Meter Replacement.	2013	-On hold until spring breakup.
88 Connector	October 2013	Phase I – Completed. Phase II – Road surface complete with some ditch cleanup to be done in spring.

La Crete Lagoon Upgrade	2013/2014	The access road is constructed and the main storage cell berm is about 50% complete.
FV-43 <sup>rd</sup> Ave Water & Sewer Project	Summer 2014	This project will commence in spring of 2014.

**Personnel Update:**

No changes.

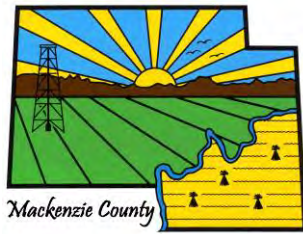
**Other Comments:**

The Fort Vermilion "Raw Water" truck fill was down a few weeks ago from a Saturday until Monday, the Computrol shut down due to an error code, this occurs when a card is pressed against the reader incorrectly at least 3 times and in order to reset the unit a cold start is required, this is done through a computer in Darlene's office that is used to download all the information from the card lock stations or through Tech support in Vancouver, this needs to be done in this manner to protect/preserve the loading information stored in the reader after the last download was done.

As this was the Raw water station, we felt it could wait until Monday when the office was open to perform the cold start, seeing that the treated truck fill station was still operational we did not deem it an emergency.

If this had happened to the treated truck fill station we would have done what was necessary in order to restore the water supply.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes – December 19, 2013</b>

### **BACKGROUND / PROPOSAL:**

Information Item. The adopted minutes of the December 19, 2013 meeting are attached.

### **OPTIONS & BENEFITS:**

N/A

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

N/A

### **SUSTAINABILITY PLAN:**

N/A

### **COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

That the Municipal Planning Commission meeting minutes of December 19, 2013 be received for information.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**Mackenzie County  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, December 19, 2013 @ 9:00 a.m.**

**PRESENT**

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice-Chair, MPC Member (via teleconferencing)
Elmer Derksen	Councilor, MPC Member
Beth Kappelar	MPC Member
Jacque Bateman	Councilor, MPC Member

**ADMINISTRATION**

Byron Peters	Director of Planning & Development
Liane Lambert	Planner
Caitlin Smith	Development Officer
Margaret Fehr	Administrative Assistant

**1. CALL TO ORDER**

Jack Eccles called the meeting to order at 9:02 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 13-232** **MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**3. MINUTES**

**a) Adoption of Minutes**

**MOTION 13-233** **MOVED** by Wally Schroeder

That the minutes of the November 21, 2013 Municipal Planning Commission meeting be adopted as amended.

**CARRIED**

**b) Business Arising from Previous Minutes**

There was no business arising from previous minutes.

**4. DEVELOPMENT**

**a) Development Permit Application 307-DP-13  
Rogers Communication Inc.; (Communication Tower &  
Ancillary Building in Agriculture "A") (Blue Hills)  
NE 12-104-18-W5M**

**MOTION 13-234      MOVED** by Elmer Derksen

That Development Permit 307-DP-13 on NE 12-104-18-W5M in the name of Rogers Communications Inc. c/o Standard Land Company Inc. be APPROVED with the following conditions:

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

1. **This permit approval is subject to approval from NAV Canada, Alberta Transportation and any other applicable Government agencies. The developer is required to obtain written approval from NAV Canada, Alberta Transportation and any other applicable Government agencies regarding the proposed development prior to commencement of the development.**
2. **All conditions and requirements by NAV Canada, Alberta Transportation and any other Government agencies are to be met to their specifications and standards.**
3. Minimum setbacks: 41.15 meters (135 feet) from any road allowance; 15.24 meters (50 feet) from any other property lines.
4. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developer's expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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

**CARRIED**

- b) **Development Permit Application 308-DP-13  
Kylie Zacharias; (The Downstairs Vanity)  
(Home Based Business) in “HR1A”(La Crete)  
Plan 952 3371, Block 22, Lot 6**

**MOTION 13-235**    **MOVED** by Beth Kappelar

That Development Permit 308-DP-13 on Plan 952 3371, Block 22, Lot 06 in the name of Kylie Zacharias be APPROVED with the following conditions:

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

1. **The Home Based Business portion of the business is approved to be operated out of the dwelling only and the area for it shall not exceed an area of 200 square feet (18.58 square meters).**
2. This permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.
3. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etcetera.
4. There shall not be any outdoor business activity or storage of materials on site related to the Home Based Business.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
6. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

7. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
9. The sign shall not be placed within the Road Right of Way.
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
12. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
13. Wiring and conduits of any signs must be concealed from view.
14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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

**CARRIED**

- c) Development Permit Application 311-DP-13  
Henry Wiebe; Ancillary (Fence with One (1)  
Foot Variance) in "MHS2"(La Crete)  
Plan 052 5689, Block 34, Lot 17**

**MOTION 13-236      MOVED** by Jacquie Bateman

That Development Permit 312-DP-13 on Plan 052 5689, Block 34, Lot 17 in the name of Henry Wiebe be APPROVED with the following conditions:

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

1. **Approval of a fence with variance as noted in condition 2.**
2. **Maximum height of fence: 1.524 meters (5 feet) for the FRONT YARD facing 103<sup>rd</sup> Avenue, and up to 6 feet for the remaining yards.**
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
4. The fence shall not encroach onto adjacent properties.
5. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The 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**

#### **5. SUBDIVISION**

- a) **Subdivision Application 43-SUB-13  
SE 12-107-14-W5M  
(La Crete Rural)**

**Nicky & Margaret Wiebe**

**MOTION 13-237      MOVED** by Wally Schroeder

That Subdivision Application 43-SUB-13 in the name of Nicky & Margaret Wiebe on SE 12-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b. Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - b. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - c. **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - d. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - e. Enter into a Road Acquisition agreement for the westerly 5.18 meters of the NW 33-107-13-W5M that is required for future road widening.
  - f. Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - g. **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to**



**ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- b) Subdivision Application 44-SUB-13  
SE 2-106-15-W5M  
(La Crete Rural)  
Nicky & Margaret Wiebe**

**MOTION 13-238**      **MOVED** by Beth Kappelar

That Subdivision Application 44-SUB-13 in the name of Nicky & Margaret Wiebe on SE 2-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 5 acres (2.03 hectares) in size.
  
15. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  
  - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
    - a. Access to the remainder of the quarter section is to via 94<sup>th</sup> Ave. No direct access from Highway 697 is permitted unless approval is obtained from Alberta Transportation.
  
    - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  
    - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  
    - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

- f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$11,000.00 per acre. Municipal reserve is charged at 10%, which is \$1,100.00 per subdivided acre. **5 acres times \$1,100.00 equals \$5,500.00.**
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) ATCO requires a seven (7) meter Right-of-Way across the most southern portion of the quarter section and proposed subdivision.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- d) **Subdivision Application 45-SUB-13  
SE 33-105-14-W5M  
(Wilson Prairie)  
Nicky & Margaret Wiebe**

**MOTION 13-239      MOVED** by Elmer Derksen

That Subdivision Application 45-SUB-13 in the name of Nicky & Margaret Wiebe on SE 33-105-14-W5M be APPROVED with the following conditions:

- 1. This approval is for two lots,
  - Existing yard site      10.03 acres (4.06 hectares)
  - Vacant yard site      5 acres (2.03 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) The existing Westside fence on the 10 acre lot shall be moved within the newly established property lines.
  - c) Provision of access both of the subdivisions and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$9,000.00 per acre. Municipal reserve is charged at 10%, which is \$900.00 per subdivided acre. **5 acres times \$900.00 equals \$4,500.00.**
  - h) Enter into a Road Acquisition agreement for the easterly 5.18 meters of the SE 33-105-14-W5M that is required for future road widening.
  - i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions**

**are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- e) Subdivision Application 46-SUB-13  
NORTHER;; 9  
(North Vermilion)  
Moe & Joy Anderson**

**MOTION 13-240      MOVED** by Wally Schroeder

That Subdivision Application 46-SUB-13 in the name of Moe & Joy Anderson on NORTHER;; 9 be APPROVED with the following conditions:

1. This approval is for one subdivision, 6.66 acres (2.67 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - d) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - f) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

- g) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**6. MISCELLANEOUS ITEMS**

a) **Action List**

That the November 21<sup>st</sup> action list be accepted as information.

b) **Elimination of Gas ROWs**

Item was discussed.

**7. NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ January 9, 2014 at 10:00 a.m. in La Crete
- ❖ January 23, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ February 6, 2014 at 10:00 a.m. in La Crete

**8. ADJOURNMENT**

**MOTION 13-241      MOVED** by Elmer Derksen

That the Municipal Planning Commission Meeting be adjourned at 9:51 a.m.

**CARRIED**

These minutes were adopted this 23rd day of January, 2014.

---

Jack Eccles Chair





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services &amp; Operations</b>
<b>Title:</b>	<b>TENDERS 2014 Motor Grader Purchase Tender</b>

### **BACKGROUND / PROPOSAL:**

As per the 2014 approved capital budget administration prepared and advertised the grader tender with a closing date of 1:00 PM February 11, 2014 and to be opened at 1:15 that same day during the Council meeting.

### **OPTIONS & BENEFITS:**

#### Option 1:

That the 2014 Motor Grader Purchase be awarded to the lowest qualified tender subject to being within budget.

#### Option 2:

That the 2014 Motor Grader Purchase Tenders be referred to the Public Works Committee for review and that a recommendation be brought back to Council.

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

#### Costs:

To be determined as a result of the tender opening.

#### Funding:

To be funded from the approved 2014 capital budget.

**Author:** John Klassen      **Reviewed by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

NA

**COMMUNICATION:**

We advertised on the Alberta Purchasing Connection web site plus sent the tender to a few suppliers that we had contact information for.

**RECOMMENDED ACTION:**

*Motion 1:*

That the 2014 Motor Grader Purchase Tenders be opened.

*Motion 2:*

That the 2014 Motor Grader Purchase Tenders be referred to the Public Works Committee for review and that a recommendation be brought back to Council.

Author: John Klassen Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Ron Pelensky, Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>TENDERS 2014 Local Gravel Crushing and Stockpiling</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie County issued a tender for gravel crushing and stockpiling in 5 gravel pits within the County.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

### **RECOMMENDED ACTION:**

#### Motion 1

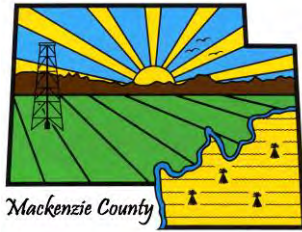
That the 2014 Local Gravel Crushing and Stockpiling tenders be opened.

#### Motion 2

That the 2014 Local Gravel Crushing and Stockpiling tender be awarded to the lowest qualified tender, subject to tender being within budget allocation.

Author: R.P. Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services &amp; Operations</b>
<b>Title:</b>	<b>Backup Power Generators</b>

**BACKGROUND / PROPOSAL:**

During the 2014 Capital Budget deliberations administration submitted a request for the installation of 3 power generators at various locations. The reasoning behind this request was that in case of an extended period of power outage the water plants would remain fully functional. This means, the capability to bring raw water in, treat it and distribute it as well. (See attached report)

During the wind storm in January of this year the power was down for an extended period of time. We were fortunate the outside temperatures were in our favor and the buildings did not get very cold. One of our three water plants was in a situation where the water reserves were starting to run low and we had no way of producing treated water. We had started to devise a plan for hauling water from one location to another with any and all water trucks in the area.

The consequences of not being able to maintain water pressure and flows in a licensed potable water distribution system are that Alberta Health Services may issue a boil water order and require the County to flush the complete system. Then send out at least 2 consecutive samples over 2 consecutive days for testing and if they come back ok only then would the boil water order be lifted.

This is in my opinion a serious matter as our operators are certified by the province which holds them responsible for the public health requirements pertaining to the delivery of safe potable water.

A few of our operators were extremely nervous regarding the reliability of our aged fire pumps and depleting water levels. I believe it is our duty and responsibility to provide the necessary tools in order for them to carry out the regulations which guide them.

**Author:** J. Klassen      **Reviewed by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**OPTIONS & BENEFITS:**

Option 1:

That Mackenzie County reintroduces the backup power generators for the water plants into the 2014 capital budget.

Option 2:

That Mackenzie County phases in the backup power generators over the next three years, one per year starting in 2014.

Option 3:

That Mackenzie County creates two projects, committing to Fort Vermilion and Zama in year one and then La Crete in year two.

Option 4:

That Mackenzie County refers the backup power generators to the 2015 budget deliberations.

**COSTS & SOURCE OF FUNDING:**

Administration contacted Nason Electrical & Instrumentation group to obtain quotes for each location, this contractor was involved with the construction of both La Crete and Zama water plants as well as some past upgrades to the Fort Vermilion plant, and subsequently are very familiar with our water plant facilities.

The reason there is a significant cost differential from Fort Vermilion and Zama to La Crete is the power requirements and horse power needed for each location;

- 1) Fort Vermilion requires a 150kW Kohler Genset with a weatherproof enclosure and a 200 Amp automatic transfer switch. *(FV is a 480 volt system and this size generator will run the complete plant)*
- 2) Zama requires a 170kW Kohler Genset with a weatherproof enclosure and a 200 Amp automatic transfer switch. *(Zama is 600 volt system and this size generator will run the two 50 hp well pumps)*
- 3) La Crete requires a 600kW Kohler Genset with a weatherproof enclosure and a 600 Amp automatic transfer switch. *(La Crete is a 600 volt system and needs a larger hp motor to run the complete plant)*

Costs:

Zama -	\$ 167,000.00
Fort Vermilion -	\$ 153,000.00
La Crete -	\$ 358,000.00
Total -	\$ 678,000.00

Author: John Klassen Reviewed by: CAO

Funding:

TBD

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

That the backup power generators for the water plants be addressed as the highest priority upon review of the 2014 Budget in April, upon acquiring the final assessments for the 2014 tax year.

Author: John Klassen Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

# Emergency Power Supply Report

## Mackenzie County

### Water Treatment Plants

#### Zama City

Currently the Zama water plant has a backup power supply consisting of an onsite generator which will run the complete treatment and distribution functions in the event of a power outage. Although, if the plant reservoir is low or the outage is for an extended period of time, we have no way of supplying water to the plant for treating in order to maintain flow and pressure in the distribution system.

This is a requirement within our license to operate a potable water system, if the flows stop or pressure gets below a certain level we would need to super chlorinate and flush the complete system. This means the Hamlet would be on a boil water order until such a time as the Provincial labs would determine the water safe to drink.

Required for Zama is the installation of a generator at the well site which would allow raw water to be delivered to the water plant which currently has backup power to maintain full operation during outages barring of course any mechanical failure.

#### Fort Vermilion

Currently the FV water plant has no backup power supply and therefore is dead in the water “no pun intended” with respect to producing treated water during a power outage. The only item we have to rely on is a 30+ year old diesel operated fire pump to maintain pressure and flow to the Hamlet. Should it fail during a power outage we would have no flow to the Hamlet, and again would be in contravention of our license and again be susceptible to a boil water advisory until the system was super chlorinated, flushed and tested as required by the Province. In addition, the water plant does not have any heat or lighting in the event of a power outage; this can be a serious issue if the temperatures are well below freezing.

Required for FV is one generator on site which will provide full operational power to the water plant including the river intake pump and reservoir transfer pumps.

## **La Crete**

Currently the La Crete system has a generator at the well site which provides a unique situation in itself. We are able to bring raw water to the plant during a power outage but cannot treat it or distribute it. The only source of water distribution during an outage is a 30+ year old fire pump (the same as FV) which is located at our secondary reservoir (the old water treatment plant). If the pump should fail the Hamlet has no water and again we would be in contravention of our license and may need to issue a boil water advisory until the system was flushed and tested as required by the Province. Another concern is, as in the case of the last outage when the reservoir is in the refilling stage and only about 2/3 full when the power goes down we then have limited time before the situation becomes critical. In addition, we do not have any emergency heat or lighting in the plant, therefore this can become a serious factor if the temperatures are below freezing and without power for an extended period of time.

Required for LC is a generator at the water plant site to provide full operational functions for treatment and distribution in a power outage situation.

## **Fire Pumps:**

The current La Crete fire pump is 30+ years old and according to records has never been overhauled which creates a concern in itself and finding parts to do so could prove to be a challenge. After having some discussion with our in-house mechanic we came up with a few options which are listed below;

- 1) For our mechanic to do some maintenance (patch job) like replacing gaskets, replace heat exchanger, add alternator ect... it would cost around or up to \$2000. (if parts are available)
- 2) For Wajax to come up and do a complete overhaul of the engine it could cost up to \$10,000 (depending how much they need to fix/replace) and it would be out of service for 5 working days.
- 3) For a complete drop in replacement unit the cost varies from \$35,000-\$70,000 depending how many options are needed with the unit, and how much communication needs to be hooked up for alarming and monitoring.

A generator would definitely allow us to pursue the first or second option and still gain all the benefits of having a generator plus using the current fire pumps as a semi-reliable backup system to the back-up generator.

Without having inspected the FV fire pump, we feel the above noted options would also apply to FV as that engine was built in 1977.

Summary:

In order for Mackenzie County to provide uninterrupted water supply to County residents during future power failures and to stay within regulation of our license to operate, administration recommends we revisit the installation of 3 generators at the above noted locations.

This backup operational power supply will benefit not only Hamlet residents but rural as well being that the truck fill stations would remain fully functional as well.

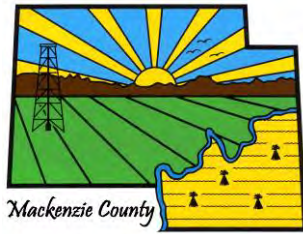


John Klassen

Director of Environmental Services & Operations

Mackenzie County





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 931-14 Land Use Bylaw Amendment to Rezone Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, &amp; 10806-97<sup>th</sup> Ave, 10802 &amp; 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” (La Crete)</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie County has received a request to rezone Plan 102 6365, Block 38, Lot 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development.

The applicant would like to build one, eight (8) unit dwelling on lots 1 to 4 and one, four unit dwelling on lots 5 & 6. All these lots are located on the west end of La Crete in a Hamlet Residential 1B district “HR1B”. This district is different from “HR1A” where you must have an attached garage and no multi-family dwellings are allowed. Whereas, “HR1B” allows for a single family dwelling to not have an attached garage and allows for Dwelling-Duplex.

Between lots 4 and the back side of lots 5 & 6 there is a Public Utility Lane. The applicant is requesting that this Public Utility Lane be closed in order that he may purchase it, as his building layout encroaches onto the laneway. Comments and concerns will be sent to the Utility companies first to find out if this Public Utility Lane is required.

The Planning Department sees no additional concerns with the proposed rezoning request. As to the Closure of the Right-of-Way, that is pending on the Utility Companies and our Roads Department. If there are no concerns or need for the laneway, the applicant will be required to apply for a lane closure. This lane would then be consolidated with lots 1 to lot 6.

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

Bylaw 931-14 was presented to the Municipal Planning Commission (MPC) at their January 23, 2014 meeting where the following motion was made:

*That the Municipal Planning Commission recommendation to Council for Approval of Bylaw 9\_\_-14 being a Land Use Bylaw Amendment to rezone Plan 102 6365, Block 38, Lots 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development, subject to public input.*

The Planning Department has no issues with this request, since the area was already zoned for multiple family dwellings, the applicant could have applied to build a single duplex dwelling on every lot. This is essentially the same as to the planned condominium units.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address multi-family dwellings in the Municipality. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 931-14 being a Land Use Bylaw Amendment to rezone Plan 102 6365, Block 38, Lots 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development, subject to public hearing input.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 931-14**  
**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 2013, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Condominium Development.

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

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

Plan 102 6365 Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Avenue, 10802 & 9704-108<sup>th</sup> Street)

within the Hamlet of La Crete, be rezoned from Hamlet Residential District 1B "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development, as outlined in Schedule "A" hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

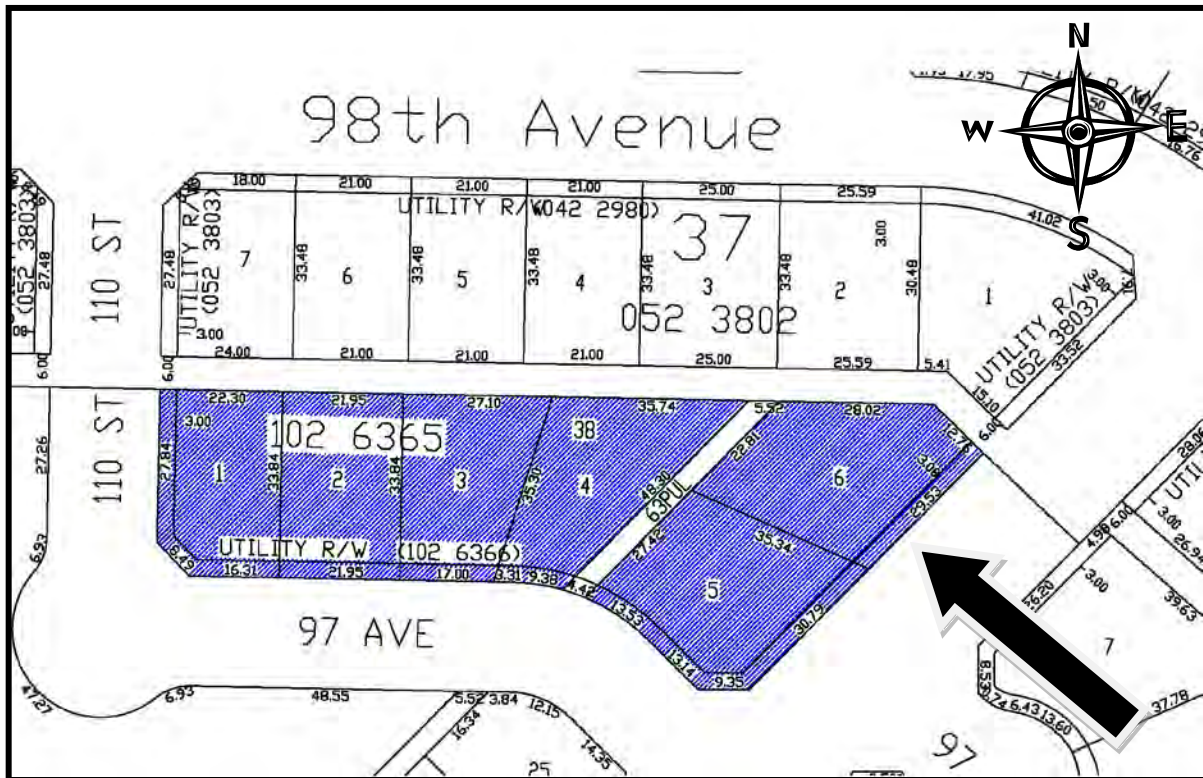
**BYLAW No. 931-14**

**SCHEDULE "A"**

1. That the land use designation of the following property known as:

Plan 102 6365 Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Avenue, 10802 & 9704-108<sup>th</sup> Street)

within the Hamlet of La Crete, be rezoned from Hamlet Residential District 1b "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development.



FROM: Hamlet Residential District 1B "HR1B"

TO: Hamlet Residential 2 "HR2"



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

*George Fehr*

NAME OF APPLICANT <i>ALPINE BUILDERS</i>		
ADDRESS <i>Box 1375</i>		
TOWN <i>LA CRETE AB</i>		
POSTAL CODE <i>T0H-2H0</i>	PHONE (RES.) <i>926 0973</i>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.) <i>97 Ave</i>	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT *(10910, 10906, 10902, 10806) (10851, 10802, 9704)*

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>102 6365</i>	BLK <i>38</i>	LOT <i>123456</i>
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR1A* TO: *HR*

REASONS SUPPORTING PROPOSED AMENDMENT:

*TO BUILD MULTIFAMILY Development*

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *400.00* RECEIPT NO. *Invoice*

APPLICANT *[Signature]* DATE *Dec 4/13*

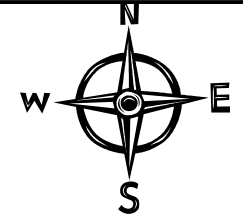
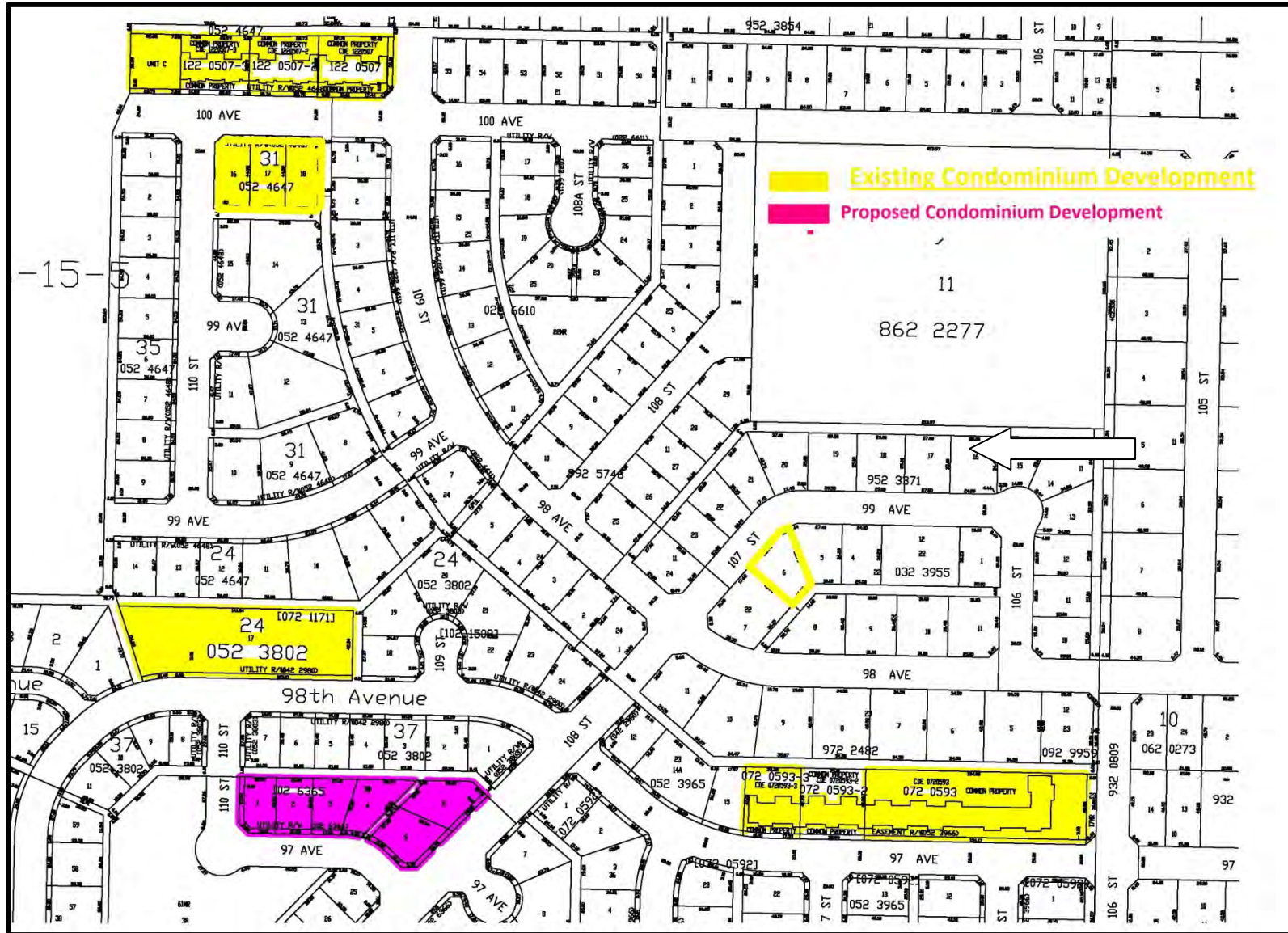
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

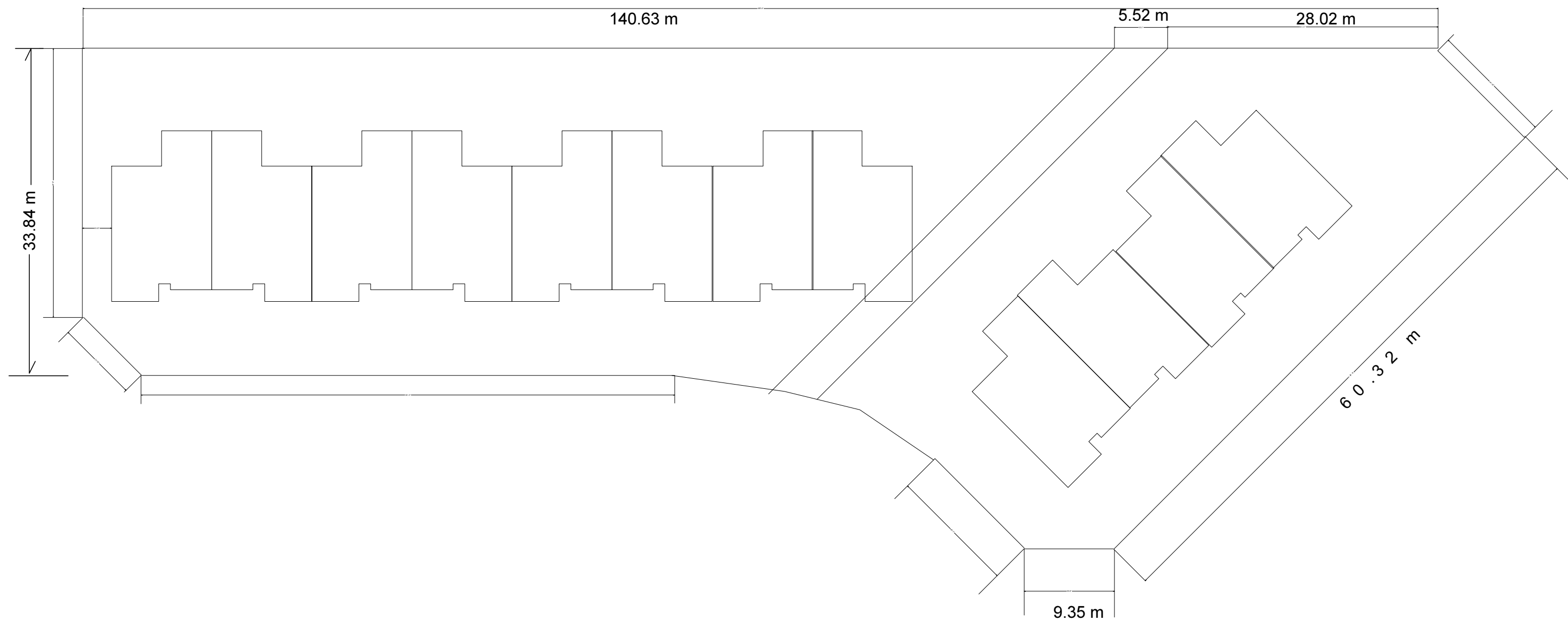
REGISTERED OWNER *[Signature]* DATE *Jan 7/14*



# LAND USE BYLAW 931-14

Plan 102 6365 Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street)





Drawn for

Drawn by  
**John Fehr**

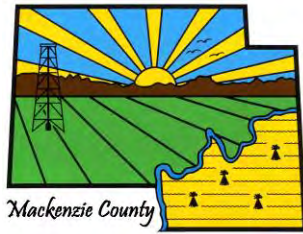
BOX 405  
 LACRETE ALBERTA  
 T0H 2H0  
 PHONE (780) 926-1364

**HOMEOWNER & CONTRACTOR TO  
 VERIFY ALL DIMENSIONS, DETAILS  
 & BUILDING CODES & GRADE  
 REQUIREMENTS**

page 7 of







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 932-14 Land Use Bylaw Technical Change to add "Building Demolition or Removal"</b>

### BACKGROUND / PROPOSAL:

At the May 7, 2013 Council meeting, Council passed the following motion:

MOTION 13-05-319 *That administration bring back a proposed Land Use Bylaw amendment for structure removals within Hamlets.*

Many times buildings are removed or demolished without the County's knowledge. Without proper notification of some type, the County's taxation department will continue to assess the property with existing buildings.

It has been discussed that permits should be issued when anyone wants to remove or demolish a building. This will ensure proper notification to the taxation department; ensure adequate cleanup and the knowledge of where a building is being relocated.

Several different Land Use Bylaws were looked at to create a draft amendment to adequately suit our County's requirements.

- 1) Add to **Section 3.3** the definition of "Building Demolition"

**"Building Demolition"** means the pulling down, tearing down or razing of a building;

**Author:** L. Lambert  
Planner

**Reviewed by:** B. Peters

**CAO**

2) Add to **Section 5.2** “Permits not Required”

(l) demolition/removal of a building having a floor area of less than 18.58 m<sup>2</sup> (200 sq. ft.).

3) Add “**Building Demolition or Removal**” to all Hamlet District Uses as either Permitted or Discretionary.

4) Add to Section **Seven 7** - General Regulations

**7.5.1 BUILDING DEMOLITION OR REMOVAL**

- a) When a development permit is to be approved for the demolition or removal of a building, the Development Officer or the Municipal Planning Commission may require the applicant to provide a cash deposit or irrevocable letter of credit in such amount to cover costs of reclamation and damage to any public utility.
- b) Whenever a demolition or a removal of a building is carried out, the person causing the same to be made, shall at his own expense, protect from displacement any wall, sidewalk or roadway liable to be affected by such demolition and shall sustain, protect and underpin the same so that they will remain in the same condition as before the demolition or removal was commenced. Further, the person shall ensure that adequate measures shall be taken by way of fencing and screening to ensure public safety.
- c) Whenever a development permit is issued for the demolition or removal of a building it shall be a condition of the permit that the lot shall be cleaned, with all debris removed, and left in a graded condition after completion of the demolition.
- d) measures to be taken to ensure that the demolition is done in a safe and efficient manner and what measures are to be taken to ensure the disturbance and nuisances (dust, noise, debris, traffic, etc.) as a result of the demolition are mitigated or minimal;
- e) timelines for completion of demolition and site restoration project;
- f) a statement on the age, size and structural condition of the building; and
- g) a statement of proposed improvements to the building.
- h) salvage operation and stockpiling of building demolition material and fill from excavation; and

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

- i) site restoration and land reclamation upon building demolition (filling, grading, landscaping, etc.).

### 7.5.2 RELOCATION OF BUILDINGS

- a) Place on a parcel a building which has previously been erected or placed on a different parcel, or
- b) alter the location on a parcel of a building which has already been constructed on that parcel unless a development permit has been issued by the development authority.
- c) the development authority may require an application for a development permit to be accompanied with
- d) recent color photographs showing all sides of the building;
- e) a statement on the age, size and structural condition of the building; and
- f) a statement of proposed improvements to the building.
- g) An application for a development permit may be approved by the development authority if the proposal meets all of the regulations specified under the appropriate Land Use District in which it is proposed to be located.
- h) Where a development permit has been granted for the relocation of a building either on the same parcel or from another parcel, the development authority may require the applicant to provide a performance bond of such amount to ensure completion of any renovations set out as a condition of approval of a permit.
- i) All structural and exterior renovations shall be completed within one year of the issuance of a development permit.

Bylaw 932-14 was presented to the Municipal Planning Commission at their January 23, 2014 meeting and approved the following motion:

**MOTION 14-008** *That the Municipal Planning Commission's recommendation to Council is for the approval for Bylaw 9\_\_-14, being a Land Use Bylaw amendment to add "Building Demolition or Removal" to Section 3.3, Section 5.2; Sections 8. All Hamlet District Permitted Uses and to section 7 General Regulation of the Land Use Bylaw, subject to public hearing input.*

Author: L. Lambert Reviewed by: CAO

The Planning Department has no issues or concerns with this rezoning proposal.

**OPTIONS & BENEFITS:**

The benefit of adding “Building Demolition or Removal” to the LUB is to ensure that proper disposal and cleanup of a Hamlet site is maintained, as well as maintaining an accurate and current record for the Taxation Department. It will also notify the County of the potential demolition or removal of historical buildings.

**COSTS & SOURCE OF FUNDING:**

Costs will be limited to advertising, and will be borne by the Planning & Development departments operating budget.

**SUSTAINABILITY PLAN:**

Non Applicable

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 932-14, being a Land Use Bylaw amendment to add “Building Demolition or Removal” to Section 3.3, Section 5.2; All Hamlet Districts Permitted Uses; Sections 8.5 A., 8.6 A., 8.7 A. 1 & 2, 8.8 A., 8.9 A., 8.10 A., 8.11 A., 8.12 A., 8.13 A., 8.14 A., 8.15 A., 8.16 A., 8.17 A., 8.18 A., 8.19 A., 8.20 A., 8.21 A., 8.22 A., 8.23 A., 8.24 A., 8.25 A., 8.26 A., 8.32 A., 8.33 A., 8.34 A., 8.35 A., 8.36 A., and to Section 7 General Regulation of the Land Use Bylaw, subject to public hearing input.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 932-14**

**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 2011, 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 correct technical changes.

**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 be amended with the following changes:

Add to **Section 3.3** the definition of "Building Demolition"

**"Building Demolition"** means the pulling down, tearing down or razing of a building;

Add to **Section 5.2** "Permits not Required"

(l) demolition/removal of a building having a floor area of less than 18.58 m<sup>2</sup> (200 sq. ft.).

Add **BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)** to all Hamlet Districts Permitted Use sections.

**8.5 FORT VERMILION HAMLET COMMERCIAL CENTRE DISTRICT**  
**“HCC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO</li> <li>b) AMUSEMENT FACILITY</li> <li>c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>d) BUSINESS SUPPORT SERVICES</li> <li>e) CHURCH</li> <li>f) CLUB HOUSE</li> <li>g) CONVENIENCE STORE</li> <li>h) DAYCARE FACILITY</li> <li>i) GENERAL SERVICES ESTABLISHMENT</li> <li>j) INSTITUTIONAL USE</li> <li>k) LAUNDROMAT</li> <li>l) HANDICRAFT BUSINESS</li> <li>m) HOTEL</li> <li>n) LAUNDROMAT</li> <li>o) MEDICAL FACILITY</li> <li>p) MOTEL</li> <li>q) PAWN SHOP</li> <li>r) PROFESSIONAL OFFICE</li> <li>s) PUBLIC USE</li> <li>t) PUBLIC UTILITY LOT</li> <li>u) RESTAURANT</li> <li>v) RETAIL STORE</li> <li>w) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) BUS DEPOT</li> <li>b) Commercial Use + DWELLING - APARTMENT</li> <li>c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use</li> <li>d) DWELLING-APARTMENT</li> <li>e) DWELLING-MULTIPLE</li> <li>f) INTENSIVE RECREATIONAL USE</li> <li>g) LIQUOR STORE</li> <li>h) PUBLIC USE</li> <li>i) SERVICE STATION</li> <li>j) TRADESMEN’S BUSINESS</li> <li>k) VEHICLE WASH ESTABLISHMENT</li> <li>l) SIGNS</li> <li>m) VETERINARY CLINIC</li> </ul>

**8.6 FORT VERMILION HIGHWAY COMMERCIAL DISTRICT “HC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) AMUSEMENT FACILITY b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) BUSINESS SUPPORT SERVICES d) CONVENIENCE STORE e) MEDICAL FACILITY f) INSTITUTIONAL USE g) PUBLIC UTILITY LOT h) TOURIST INFORMATION FACILITY i) TRADESMEN’S BUSINESS j) VEHICLE WASH ESTABLISHMENT	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) BULK FUEL/PROPANE SALES c) HOTEL d) MOTEL e) PROFESSIONAL OFFICE f) RECREATIONAL VEHICLE PARK g) RECREATIONAL VEHICLE SALES AND SERVICE h) RESTAURANT i) RETAIL GARDEN CENTRE j) RETAIL STORE k) SERVICE STATION l) SIGNS

**8.7 FORT VERMILION LIMITED GENERAL INDUSTRIAL DISTRICT (LGI)**

**1. LIGHT INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ACCESSORY b) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> d) BUSINESS SUPPORT SERVICES e) CONTRACTORS SERVICE f) EQUIPMENT RENTALS FACILITY g) PUBLIC UTILITY LOT h) TRADESMEN'S BUSINESS i) VEHICLE WASH ESTABLISHMENT	a) AGRICULTURAL MACHINERY SALES AND SERVICE b) BULK FUEL AND PROPANE SALES c) BUILDING SUPPLY CENTRE d) CARDLOCK e) CONTRACTOR'S BUSINESS/YARD f) HIGHWAY MAINTENANCE YARD g) LIGHT MANUFACTURING h) MANUFACTURED HOME SALES AND SERVICE i) RECYCLING FACILITY j) SEA CAN j) SIGNS k) WAREHOUSE l) WELDING SHOP



**2. HEAVY INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) PUBLIC UTILITY LOT</li> <li>d) TRADESMEN'S BUSINESS</li> <li>e) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICE</li> <li>b) AUTO SALVAGE</li> <li>c) CARDLOCK</li> <li>d) CARETAKER'S RESIDENCE/SECURITY SUITE</li> <li>e) CONTRACTOR'S BUSINESS YARD</li> <li>f) CONCRETE PRODUCTS MANUFACTURING</li> <li>g) EQUIPMENT RENTAL FACILITY</li> <li>h) GRAIN ELEVATOR</li> <li>i) HIGHWAY MAINTENANCE YARD</li> <li>j) LUMBER YARD</li> <li>k) OIL FIELD SERVICE</li> <li>l) OIL FIELD SUPPORT SERVICES</li> <li>m) SEA CAN</li> <li>n) STORAGE YARD</li> <li>o) SIGNS</li> <li>p) TRUCK STOP</li> <li>q) WAREHOUSE</li> <li>r) BULK FERTILIZER STORAGE AND/OR SALES</li> </ul>

**8.8 HAMLET COUNTRY RESIDENTIAL 1 “HCR1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) DWELLING - SINGLE FAMILY d) GARAGE - ATTACHED e) GARAGE - DETACHED	a) BED AND BREAKFAST BUSINESS b) DWELLING - SHOW HOME c) HOME BASED BUSINESS d) MANUFACTURED HOME - DOUBLE WIDE e) MANUFACTURED HOME - MODULAR f) MANUFACTURED HOME - SINGLE WIDE g) SECONDARY SUITE

**8.9 HAMLET COUNTRY RESIDENTIAL 2 “HCR2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - DOUBLE WIDE f) MANUFACTURED HOME - MODULAR g) MANUFACTURED HOME - SINGLE WIDE	a) BED AND BREAKFAST BUSINESS b) DWELLING - SINGLE FAMILY c) DWELLING - SHOW HOME d) HOME BASED BUSINESS e) SECONDARY SUITE

**8.10 HAMLET INDUSTRIAL 1 “HI1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ACCESSORY b) AGRICULTURAL MACHINERY SALES AND SERVICE c) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES d) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> e) BUSINESS SUPPORT SERVICES f) CONTRACTOR’S SERVICE g) EQUIPMENT RENTALS FACILITY h) PUBLIC UTILITY LOT i) TRADESMEN’S BUSINESS j) VEHICLE WASH ESTABLISHMENT	a) BUILDING SUPPLY CENTRE b) CARDLOCK c) CONTRACTOR’S BUSINESS/YARD d) MACHINE SHOP e) MANUFACTURED HOME SALES AND SERVICE f) MANUFACTURING FIRM g) RECYCLING FACILITY h) SEA CAN i) SHOP j) SIGNS k) STORAGE YARD l) WELDING SHOP

**8.11 HAMLET INDUSTRIAL 2 “HI2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EQUIPMENT RENTALS FACILITY</li> <li>e) PUBLIC UTILITY LOT</li> <li>f) TRADESMEN’S BUSINESS</li> <li>g) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTO SALVAGE</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) BULK FERTILIZER STORAGE AND/OR SALES</li> <li>d) CARDLOCK</li> <li>e) CONCRETE PRODUCTS MANUFACTURING</li> <li>f) CONTRACTOR’S BUSINESS/YARD</li> <li>g) ENVIRO-TANK</li> <li>h) EQUIPMENT RENTAL FACILITY</li> <li>i) GRAIN ELEVATOR</li> <li>j) INDUSTRIAL PLANT</li> <li>k) MACHINE SHOP</li> <li>l) MANUFACTURING FIRM</li> <li>m) OIL FIELD SERVICE</li> <li>n) RECYCLING FACILITY</li> <li>o) SEA CAN</li> <li>p) SHOP</li> <li>q) SIGNS</li> <li>r) STORAGE YARD</li> <li>s) WAREHOUSE</li> <li>t) WASTE TRANSFER STATION</li> </ul>

**8.12 HAMLET RESIDENTIAL 1 “HR1” (Replaces former HR1 and HR2 of Bylaw 462-04)**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) DWELLING - SINGLE FAMILY d) GARAGE – ATTACHED e) GARAGE - DETACHED f) MANUFACTURED HOME - DOUBLE WIDE g) MANUFACTURED HOME - MODULAR h) MANUFACTURED HOME - SINGLE WIDE	a) BED AND BREAKFAST BUSINESS b) DWELLING - DUPLEX c) DWELLING – ROW d) DWELLING - SHOW HOME e) HOME BASED BUSINESS f) SECONDARY SUITE

**8.13 HAMLET RESIDENTIAL 1A “HR1A”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 9__-14)</b> c) DWELLING - SINGLE FAMILY with GARAGE - ATTACHED	a) DWELLING - SHOW HOME b) GARAGE – DETACHED c) HOME BASED BUSINESS d) SECONDARY SUITE

**8.14 HAMLET RESIDENTIAL 1B “HR1B”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 9__-14) c) DWELLING - SINGLE FAMILY d) GARAGE - ATTACHED e) GARAGE - DETACHED	a) DWELLING – DUPLEX b) DWELLING - SHOW HOME c) HOME BASED BUSINESS d) SECONDARY SUITE

**8.15 HAMLET RESIDENTIAL 2 “HR2” (Replaces former HR3 and HR4 of Bylaw 462-04)**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) DWELLING - DUPLEX d) DWELLING - ROW	a) DWELLING - APARTMENT b) DWELLING - GROUP HOME c) DWELLING – MULTIPLE e) DWELLING - SHOW HOME d) DWELLING - SINGLE FAMILY e) GARAGE – ATTACHED f) GARAGE - DETACHED

**8.16 HUTCH LAKE RECREATION “HLR”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) COTTAGE d) DECK, (including a DECK screen enclosure, a DECK awning/canopy) for the recreation vehicle or COTTAGE e) YARD SITE DEVELOPMENT	a) GARAGE - DETACHED

**8.17 LA CRETE GENERAL COMMERCIAL DISTRICT “GC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>b) BUS DEPOT</li> <li>c) HOTEL</li> <li>d) MOTEL</li> <li>e) PROFESSIONAL OFFICE</li> <li>f) PUBLIC UTILITY LOT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BUILDING SUPPLY CENTRE</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EXHIBITION GROUNDS</li> <li>e) INTENSIVE RECREATIONAL USE</li> <li>f) MANUFACTURED HOME SALES AND SERVICE</li> <li>g) RECREATIONAL VEHICLE PARK</li> <li>h) RECREATIONAL VEHICLE SALES AND SERVICE</li> <li>i) RESTAURANT</li> <li>j) RETAIL GARDEN CENTRE</li> <li>k) RECYCLING FACILITY</li> <li>l) SERVICE STATION</li> <li>m) SIGNS</li> <li>n) VEHICLE WASH ESTABLISHMENT</li> </ul>

**8.18 LA CRETE HIGHWAY COMMERCIAL DISTRICT “HC2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) AMUSEMENT FACILITY b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) BUSINESS SUPPORT SERVICES d) CONVENIENCE STORE e) LAUNDROMAT f) HOTEL g) MEDICAL FACILITY h) MOTEL i) PROFESSIONAL FACILITY j) PUBLIC UTILITY LOT k) TOURIST INFORMATION FACILITY	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) BULK FUEL/PROPANE SALES c) BUS DEPOT d) RESTAURANT e) RETAIL GARDEN CENTRE f) RETAIL STORE g) SERVICE STATION h) SIGNS i) VEHICLE WASH ESTABLISHMENT j) PAWN SHOP k) WAREHOUSE l) VETERINARY CLINIC



**8.19 LA CRETE TOWN CENTRE DISTRICT “TC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO</li> <li>b) AMUSEMENT FACILITY</li> <li>c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>d) BUSINESS SUPPORT SERVICES</li> <li>e) CHURCH</li> <li>f) CLUB HOUSE</li> <li>g) CONVENIENCE STORE</li> <li>h) DAY CARE FACILITY</li> <li>i) GENERAL SERVICES ESTABLISHMENT</li> <li>j) INSTITUTIONAL USE</li> <li>k) LAUNDROMAT</li> <li>l) HANDICRAFT BUSINESS</li> <li>m) HOTEL</li> <li>n) MEDICAL FACILITY</li> <li>o) MOTEL</li> <li>p) PROFESSIONAL OFFICE</li> <li>q) PUBLIC USE</li> <li>r) PUBLIC UTILITY LOT</li> <li>s) RESTAURANT</li> <li>t) RETAIL STORE</li> <li>u) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) BUS DEPOT</li> <li>b) Commercial Use + DWELLING - APARTMENT</li> <li>c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use</li> <li>d) DWELLING-APARTMENT</li> <li>e) DWELLING-MULTIPLE</li> <li>f) DWELLING-ROW</li> <li>g) PUBLIC USE</li> <li>h) SERVICE STATION</li> <li>i) TRADESMENS BUSINESS</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> <li>k) SIGNS</li> <li>l) PAWN SHOP</li> <li>m) VETERINARY CLINIC</li> <li>n) MANUFACTURED HOME – SINGLE WIDE</li> </ul>

**8.20 MANUFACTURED HOME COMMUNITY “MHC”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) LAUNDROMAT d) MANUFACTURED HOME COMMUNITY OFFICE e) MANUFACTURED HOME - SINGLE WIDE	a) CONVENIENCE STORE b) GARAGE – ATTACHED c) GARAGE – DETACHED d) PUBLIC USE e) RECREATIONAL CENTER OR LODGE f) STORAGE YARD

**8.21 MANUFACTURED HOME SUBDIVISION 1 “MHS1”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - SINGLE WIDE f) MANUFACTURED HOME - DOUBLE WIDE	a) HOME BASED BUSINESS

**8.22 MANUFACTURED HOME SUBDIVISION 2 “MHS2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - DOUBLE WIDE f) MANUFACTURED HOME - SINGLE WIDE	a) Addition to Existing DWELLING - SINGLE FAMILY b) HOME BASED BUSINESS

**8.23 PUBLIC/INSTITUTIONAL “P”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) b) CHURCH c) DAY CARE FACILITY d) HOSPITAL e) INSTITUTIONAL USE f) MUSEUM g) PARK h) PARSONAGE i) PLAYGROUND j) PROFESSIONAL OFFICE k) PUBLIC USE l) SENIOR CITIZEN HOUSING m) SCHOOL n) TOURIST INFORMATION FACILITY	a) DWELLING - GROUP HOME b) Dwelling in Association with MEDICAL FACILITY c) INTENSIVE RECREATIONAL USE d) TEMPORARY/PORTABLE UNIT

**8.24 RECREATION “REC”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>b) INSTITUTIONAL USE</li> <li>c) PARK</li> <li>d) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) CAMPGROUND</li> <li>b) CARETAKERS RESIDENCE/SECURITY SUITE</li> <li>c) CLUB HOUSE</li> <li>d) CONVENIENCE STORE accessory to the principal use</li> <li>e) EXHIBITION GROUNDS 1</li> <li>f) EXHIBITION GROUNDS 2</li> <li>g) EXTENSIVE RECREATIONAL USE</li> <li>h) INTENSIVE RECREATIONAL USE</li> <li>i) MUSEUM</li> <li>j) PUBLIC USE</li> <li>k) RECREATIONAL VEHICLE PARK</li> <li>l) RIFLE/SKEET RANGE</li> </ul>

**8.25 RECREATION 2 “REC 2”**

A. PERMITTED USES	B. DISCRETIONARY USES
<p>a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</p> <p>b) INSTITUTIONAL USE</p> <p>c) PARK</p> <p>d) TOURIST INFORMATION FACILITY</p>	<p>a) CAMPGROUND</p> <p>b) CARETAKERS RESIDENCE/SECURITY SUITE</p> <p>c) CLUB HOUSE</p> <p>d) CONVENIENCE STORE accessory to the principal use</p> <p>e) EXHIBITION GROUNDS 1</p> <p>f) EXHIBITION GROUNDS 2</p> <p>g) EXTENSIVE RECREATIONAL USE</p> <p>h) INTENSIVE RECREATIONAL USE</p> <p>i) MUSEUM</p> <p>j) PUBLIC USE</p> <p>k) RECREATIONAL VEHICLE PARK</p> <p>l) RIFLE/SKEET RANGE</p> <p>m) Uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours</p>

**8.26 RESIDENTIAL CONDOMINIUM DISTRICT “RCD”**

A. PERMITTED USES	B. DISCRETIONARY USES
<p>a) ANCILLARY BUILDING/SHED/structure less than 92m<sup>2</sup></p> <p>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</p> <p>c) DWELLING - SINGLE FAMILY</p> <p>d) GARAGE - ATTACHED</p>	<p>a) ANCILLARY BUILDING/SHED/Structure 92 m<sup>2</sup> or greater</p> <p>b) DWELLING - DUPLEX</p> <p>c) PARK</p> <p>d) PUBLIC USE</p> <p>e) SIGN</p> <p>f) GARAGE - DETACHED</p> <p>g) INTENSIVE RECREATIONAL USE</p> <p>h) Ponds</p>

**8.32 URBAN FRINGE “UF”**

<b>A. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED
b) BED AND BREAKFAST BUSINESS
<b>c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b>
d) CHURCH
e) COMMUNICATION TOWER
f) CEMETERY
g) DWELLING - SINGLE FAMILY
h) EXTENSIVE AGRICULTURE
i) FARM SUBSIDIARY BUSINESS
j) GARAGE - ATTACHED
k) GARAGE - DETACHED
l) GARDEN SUITE
m) HOME BASED BUSINESS
n) INSTITUTIONAL USE
o) INTENSIVE AGRICULTURE 1
p) KEEPING OF LIVESTOCK ( <b>BYLAW 857-12</b> )
q) MANUFACTURED HOME - SINGLE WIDE
r) MANUFACTURED HOME - DOUBLE WIDE
s) MANUFACTURED HOME – MODULAR
t) SHOP
u) TEMPORARY/PORTABLE UNIT
v) VETERINARY CLINIC

**8.33 ZAMA CITY INDUSTRIAL “ZI”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ANCILLARY BUILDING/SHOP</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) CONTRACTOR’S BUSINESS/YARD</li> <li>d) MACHINE SHOP</li> <li>e) SEA CAN</li> <li>f) SHOP</li> <li>g) STORAGE YARD</li> <li>h) TRADESMEN’S BUSINESS</li> <li>i) TRUCK STOP</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> <li>k) WELDING SHOP</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTO SALVAGE</li> <li>b) BULK FERTILIZER STORAGE AND/OR SALES</li> <li>c) BULK FUEL/PROPANE SALES</li> <li>d) CARDLOCK</li> <li>e) CARETAKER’S SUITE/SECURITY SUITE</li> <li>f) CONCRETE PRODUCTS MANUFACTURING</li> <li>g) ENVIRO-TANK</li> <li>h) EQUIPMENT RENTAL FACILITY</li> <li>i) FOREST BASED FACILITY</li> <li>j) GRAIN ELEVATOR</li> <li>k) HIGHWAY MAINTENANCE YARD</li> <li>l) INDUSTRIAL CAMP</li> <li>m) INDUSTRIAL PLANT</li> <li>n) INDUSTRIAL, GENERAL</li> <li>o) MANUFACTURING FIRM</li> <li>p) OIL AND GAS FACILITIES</li> <li>q) OIL FIELD SERVICE</li> <li>r) PETROLEUM FACILITY</li> <li>s) PRESSURE VESSEL STORAGE</li> <li>t) SIMILAR INDUSTRIAL USES AS THE DEVELOPMENT AUTHORITY MAY CHOOSE TO PERMIT FROM TIME TO TIME.</li> </ul>

**8.34 ZAMA CITY MIXED USE “ZMU”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) AMUSEMENT FACILITY b) ANCILLARY BUILDING/SHED c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) d) CHURCH e) CLUB HOUSE f) CONVENIENCE STORE g) DAY CARE FACILITY h) GENERAL SERVICES ESTABLISHMENT i) LAUNDROMAT j) MEDICAL FACILITY k) PROFESSIONAL OFFICE l) PUBLIC USE m) PUBLIC UTILITY LOT n) RESTAURANT o) RETAIL STORE p) SERVICE STATION q) TRADESMEN’S BUSINESS r) INSTITUTIONAL USE	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) CARDLOCK c) CARETAKERS RESIDENCE/SECURITY SUITE d) CONTRACTOR’S BUSINESS/YARD e) DWELLING – APARTMENT f) DWELLING – ROW g) EQUIPMENT RENTALS FACILITY h) GARAGE – ATTACHED i) GARAGE – DETACHED j) HOME BASED BUSINESS k) INDUSTRIAL CAMP l) INTENSIVE RECREATIONAL USE m) LIQUOR STORE n) LUMBER YARD o) MOTEL or HOTEL p) OIL FIELD SERVICE q) OWNER/OPERATOR BUSINESS 2 r) SECONDARY USE OF MANUFACTURED HOME – DOUBLE WIDE s) SEA CAN t) MANUFACTURED HOME – MODULAR u) MANUFACTURED HOME - SINGLE WIDE v) SHOP s) SIGNS t) STORAGE YARD w) TEMPORARY/PORABLE UNIT x) TRUCK STOP y) VEHICLE WASH ESTABLISHMENT z) WELDING SHOP



**8.35 ZAMA CITY RESIDENTIAL “ZR”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> b) DWELLING – DUPLEX c) DWELLING - SINGLE FAMILY d) GARAGE - ATTACHED e) GARAGE - DETACHED f) HOME BASED BUSINESS g) MANUFACTURED HOME - DOUBLE WIDE h) MANUFACTURED HOME – MODULAR i) MANUFACTURED HOME - SINGLE WIDE	a) BED AND BREAKFAST BUSINESS b) DWELLING – ROW c) DWELLING - SHOW HOME d) GARDEN SUITE e) SECONDARY SUITE

**8.36 ZAMA CITY RESIDENTIAL-BUSINESS “ZRB”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHOP b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) DWELLING - DUPLEX d) DWELLING - SINGLE FAMILY e) GARAGE - ATTACHED f) GARAGE - DETACHED g) HOME BASED BUSINESS h) MANUFACTURED HOME - DOUBLE WIDE i) MANUFACTURED HOME - MODULAR j) MANUFACTURED HOME - SINGLE WIDE k) OWNER/OPERATOR BUSINESS 2	a) BED AND BREAKFAST BUSINESS b) DWELLING – ROW c) DWELLING - SHOW HOME d) GARDEN SUITE e) SECONDARY SUITE f) CONTRACTOR’S SERVICE g) INDUSTRIAL CAMPS h) OWNER/OPERATOR BUSINESS 1 i) OIL FIELD SERVICES

Add to Section **Seven 7** - General Regulations

**7.5.1 BUILDING DEMOLITION OR REMOVAL**

- a) When a development permit is to be approved for the demolition or removal of a building, the Development Officer or the Municipal Planning Commission may require the applicant to provide a cash deposit or irrevocable letter of credit in such amount to cover costs of reclamation and damage to any public utility.
- b) Whenever a demolition or a removal of a building is carried out, the person causing the same to be made, shall at his own expense, protect from displacement any wall, sidewalk or roadway liable to be affected by such demolition and shall sustain, protect and underpin the same so that they will remain in the same condition as before the demolition or removal was commenced. Further, the person shall ensure that adequate measures shall be taken by way of fencing and screening to ensure public safety.

- c) Whenever a development permit is issued for the demolition or removal of a building it shall be a condition of the permit that the lot shall be cleaned, with all debris removed, and left in a graded condition after completion of the demolition.
- d) measures to be taken to ensure that the demolition is done in a safe and efficient manner and that measures are to be taken to ensure the disturbance and nuisances (dust, noise, debris, traffic, etc.) as a result of the demolition are mitigated or minimal;
- e) timelines for completion of demolition and site restoration project;
- f) recent color photographs showing all sides of the building;
- g) a statement on the age, size and structural condition of the building;
- h) salvage operation and stockpiling of building demolition material and fill from excavation; and
- i) site restoration and land reclamation upon building demolition (filling, grading, landscaping, etc.).

#### **7.5.2 RELOCATION OF BUILDINGS**

- a) Place on a parcel a building which has previously been erected or placed on a different parcel, or
- b) alter the location on a parcel of a building which has already been constructed on that parcel unless a development permit has been issued by the development authority.
- c) the development authority may require an application for a development permit to be accompanied with
- d) recent color photographs showing all sides of the building;
- e) a statement on the age, size and structural condition of the building; and
- f) a statement of proposed improvements to the building.

- g) An application for a development permit may be approved by the development authority if the proposal meets all of the regulations specified under the appropriate Land Use District in which it is proposed to be located.
- h) Where a development permit has been granted for the relocation of a building either on the same parcel or from another parcel, the development authority may require the applicant to provide a performance bond of such amount to ensure completion of any renovations set out as a condition of approval of a permit.
- i) All structural and exterior renovations shall be completed within one year of the issuance of a development permit.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

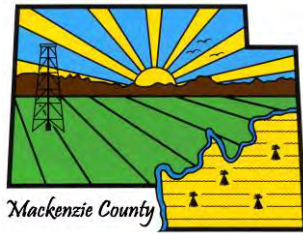
READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 933-14 Land Use Bylaw Amendment to Rezone Part of NE 31-109-18-W5M from Agriculture "A" to Rural General Industrial 2 "RI2" (High Level Rural East)</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County has received a request to rezone Part of NE 31-109-18-W5M from Agricultural "A" to Rural General Industrial 2 "RI2" for the purpose of subdividing an existing Commercial/Industrial yardsite.

The existing site consists of a large shop, a hanger, several outbuildings and a security suite (Mobile Home) as well as a large dugout for water supply.

Starting in 2008, Wolverine Ford operated their small engines repair and maintenance shop from this location for several years, they have since moved out to a new location within the Town of High Level. Prior to Wolverine Ford, this location was primary used as a commercial site.

The applicant is looking to purchase the land with the shop and other buildings along with the dugout for the purposes of continuing a commercial/industrial type development, such as a Contractor's Business and Yard. The amount of land this would involve is over the 10 ac size allocation for agricultural subdivisions.

The applicant was advised by the Planning Department to try requesting for a rezoning to Rural General Industrial 2 "RI2" which would allow the 17 ac + - required for the whole yardsite.

Being that this particular portion of land has been used as commercial/industrial development for many years without causing any issues that the Planning Department is aware of, the Planning Department has no issues or concerns with this rezoning proposal, pending on Alberta Transportations approval. As the location of this land is directly adjacent to Highway 58, the application will have to be forward to Alberta

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

Transportation for their comments and review. This location is not within the Inter-municipal Planning Area.

Bylaw 933-14 was presented to the Municipal Planning Commission at their January 23, 2014 meeting and approved the following motion:

**MOTION 14-009** *That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 9---14 being the rezoning of Part of NE 31-109-18-W5M from Agricultural "A" to Rural General Industrial 2 "RC2" for the purpose of subdividing an existing Commercial/Industrial yardsite.*

The Planning Department has no issues or concerns with this rezoning request.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

Under Step III: Social and Cultural Sustainability

Goal S1 States that: Each County Hamlet and rural area hosts a concentration of social, cultural and commercial activity in one strategic location.

Aside from Goal S1, the Sustainability Plan does not address commercial development on agricultural land. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 933-14 being a Land Use Bylaw Amendment to rezone Part of NE 31-109-18-W5M from Agricultural "A" to Rural General Industrial 2 "RC2" for the purpose of subdividing an existing Commercial/Industrial yardsite, subject to public hearing input.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 933-14**  
**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 2013, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Commercial/Industrial type Development.

**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 31-109-18-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Rural General Industrial 2 "RI2", as outlined in Schedule "A" hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

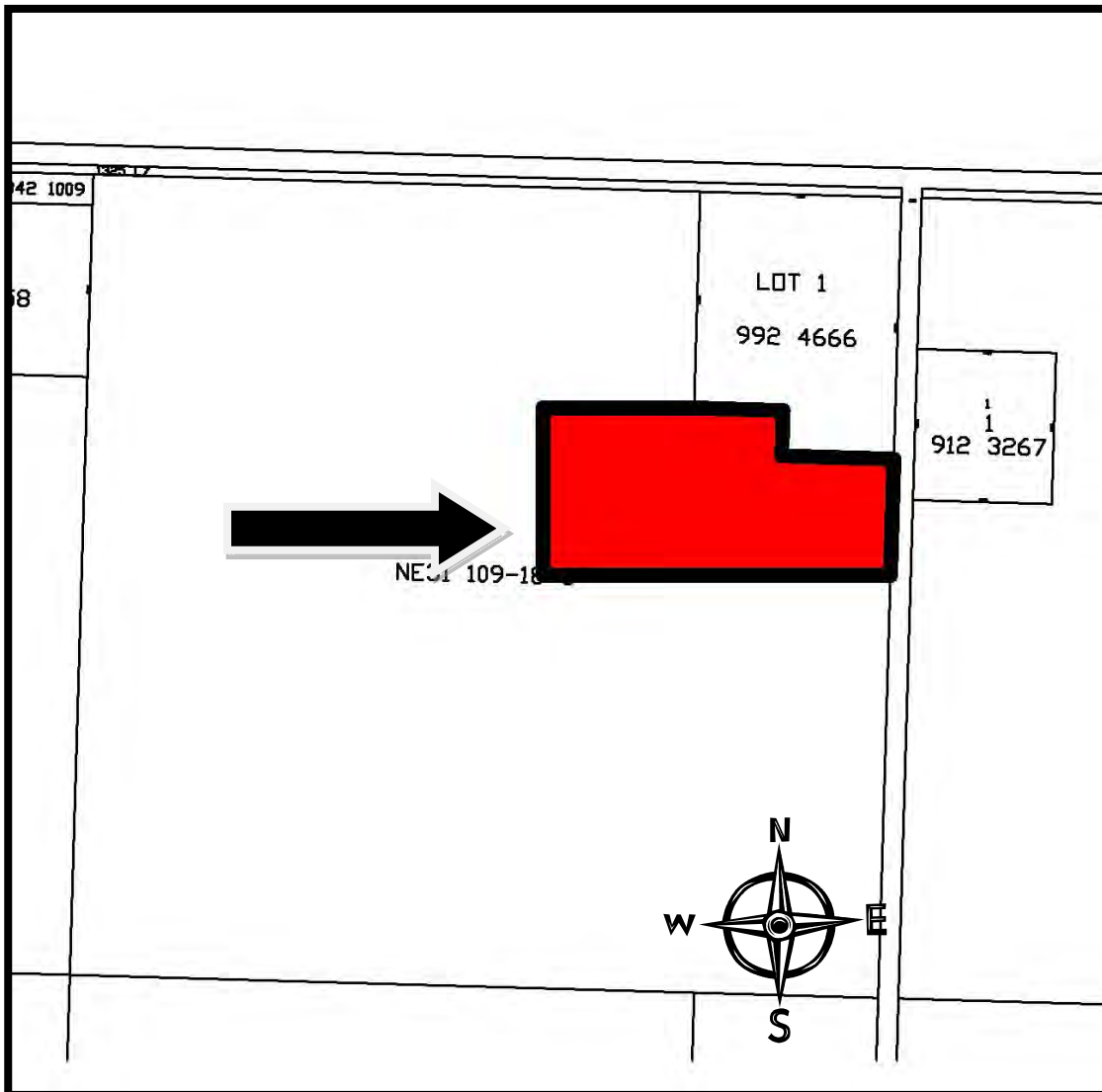
**BYLAW No. 933-14**

**SCHEDULE "A"**

1. That the land use designation of the following property known as:

Part of NE 31-109-18-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Rural General Industrial 2 "RI2", as outlined in Schedule "A" hereto attached.

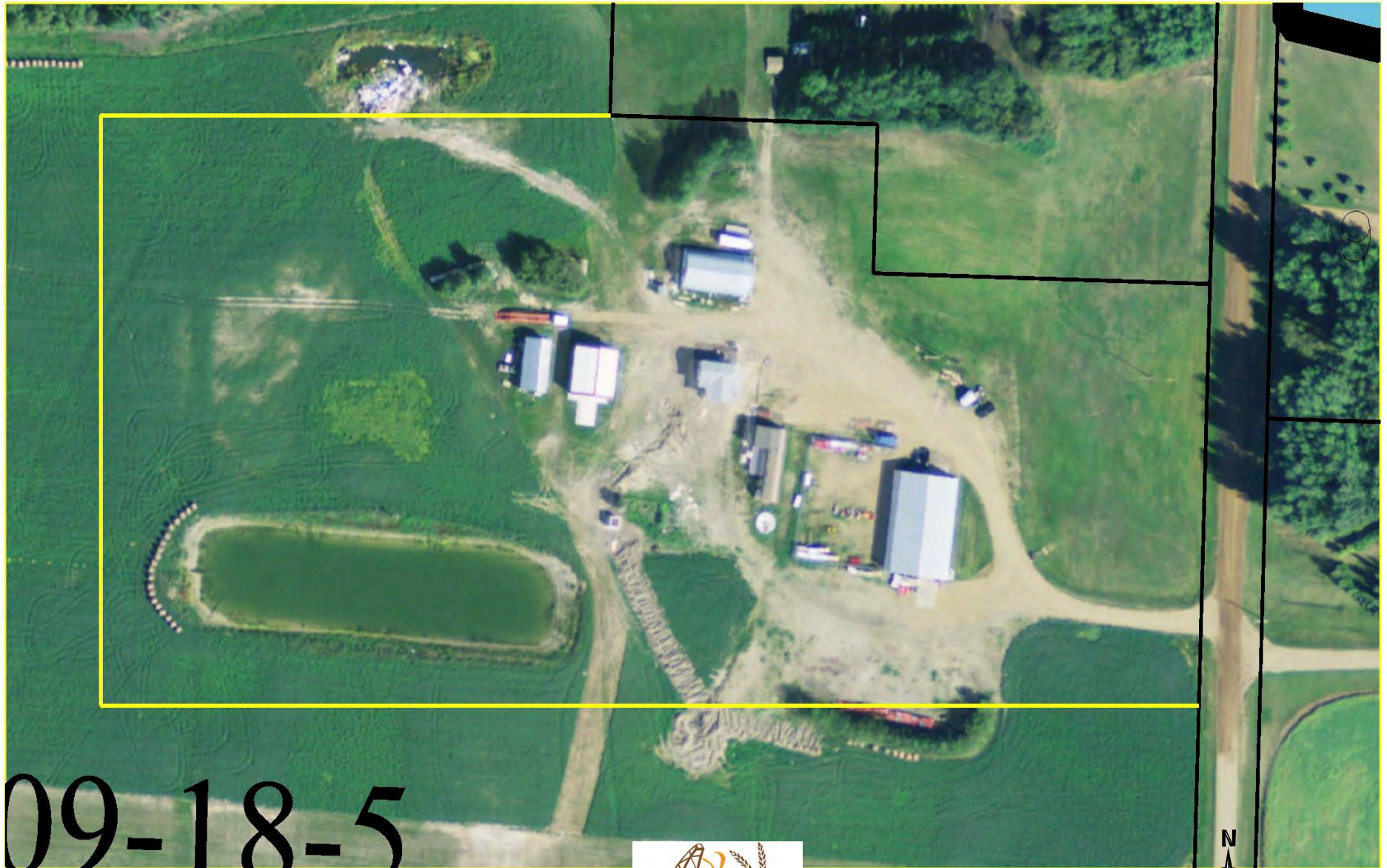


FROM: Agricultural "A"

TO: Rural General Industrial 2 "RI2"



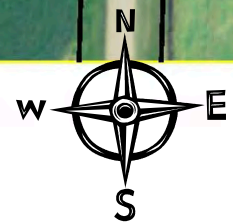
LAND USE BYLAW 933-14  
Pt. of NE 31-109-18-W5M



09-18-5



Mackenzie County





# LAND USE BYLAW 933-14

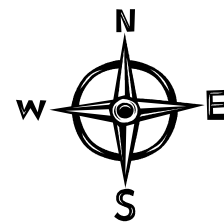
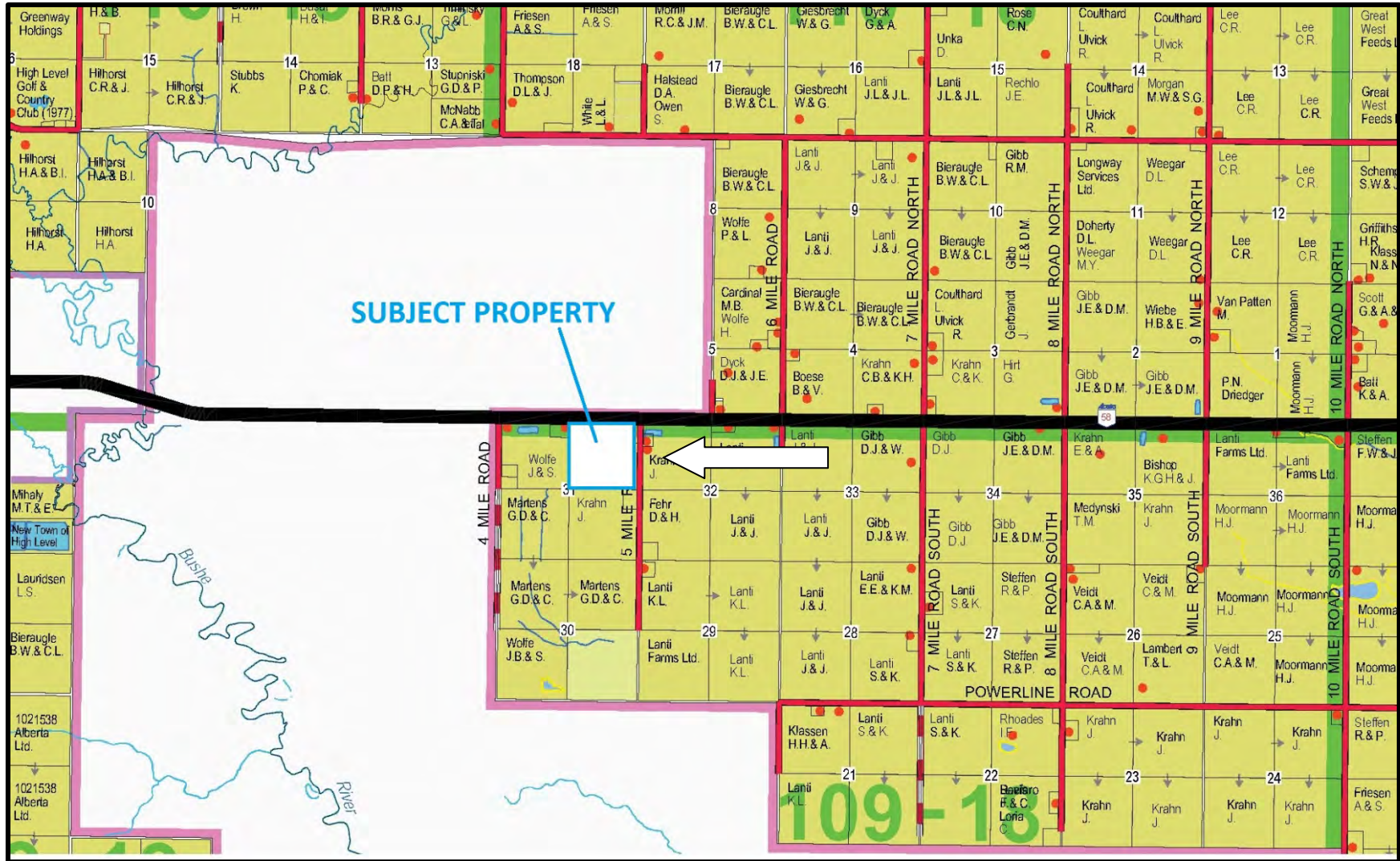
Pt of NE 31-109-18-W5M



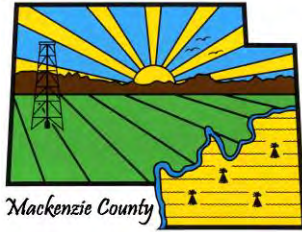


# LAND USE BYLAW 933-14

## Pt. of NE 31-109-18-W5M







# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 935-14 Land Use Bylaw Amendment to Add 80 Acre Splits</b>

**BACKGROUND / PROPOSAL:**

At the January 14, 2014 Council meeting, Council passed the following motion:

**MOTION 14-01-029**                      **MOVED** by Councillor Driedger

That the Municipal Development Plan and the Land Use Bylaw be amended as follows:

- to allow subdivisions of up to 80 acre parcels out of a quarter\* of land, limited to two titles per quarter;
- No further subdivisions will be allowed in the two parcel splits;
- Continue permitting the existing three titles per quarter\* with a maximum of ten acres per subdivision.

*\*a quarter is defined as 160 acres more or less*

**CARRIED**

Currently the Land Use Bylaw, Section 8.1 C (a) defines the density of Subdivisions in the Agricultural "A" District as follows:

**(a) Density (maximum):**

i) AGRICULTURAL SUBDIVISIONS: (Bylaw 890-13)

The following standards shall apply to the number of parcels per PROPERTY:

<b>Author:</b> L. Lambert Planner	<b>Reviewed by:</b> B. Peters	<b>CAO</b>
_____	_____	_____

PROPERTIES 19.1 – 38.2 ha (81-160 acres) or more shall be allowed 3 titles (2 parcels subdivided out)

PROPERTIES of 19.1 ha (80.9 acres) or less shall be allowed 2 titles (1 parcel subdivided out)

ii) All other uses: All other uses require rezoning and must submit an Area Structure Plan for the entire PROPERTY

**(b) LOT Area:**

i) RESIDENTIAL: Minimum: 1.2 ha (3.0 acres)  
Maximum: 4.1 ha (10 acres) unless an existing residence requires the approval of a larger parcel size to meet setback requirements, or the subject site is a FRAGMENTED PARCEL that in the opinion of the Development Authority is difficult to farm.

All Other Uses: At the discretion of the Development Authority

At Councils request, the Planning Department drafted the following:

Section 8.1 C

**(a) Parcel Density (maximum):**

i) AGRICULTURAL SUBDIVISIONS:

**The following standards shall apply to the number of parcels per Quarter\***

- A quarter\* may be equally divided in half (80 acres more or less), limited to two titles per quarter, no further subdivisions will be allowed in the two parcels splits,

Or:

- Three titles per quarter\* with the balance of the quarter being one of the parcels; with the subdivided parcels being any two of the following:
  - i. Existing farmstead or homestead,
  - ii. Vacant parcel
  - iii. Fragmented parcel

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

- ii) RESIDENTIAL: Minimum: 1.2 ha (3.0 acres)  
Maximum: 4.1 ha (10 acres) unless an existing residence requires the approval of a larger parcel size to meet setback requirements, or the subject site is a FRAGMENTED PARCEL that in the opinion of the Development Authority is difficult to farm.

*\*Quarter being defined as 160 acres more or less*

The Planning Department feels that this is a fair and simple means of dealing with the current subdivision requests while maintaining the general objective of the Municipal Development Plan.

### **OPTIONS & BENEFITS:**

To provide clarity for the public and the planning department regarding Section 8.1 C, a). Parcel Density in AGRICULTURAL “A”

To provide rural landowners with more flexibility regarding the ownership of land.

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

Costs will be minimal (advertising), and will be borne by the Planning Department's operating budget.

### **SUSTAINABILITY PLAN:**

Goal E8 in the Sustainability Plan states: *Agricultural lands in Mackenzie County are in optimal health because area farmers use sustainable agricultural practices that are tailored to the needs to the local climate, flora and fauna.*

The corresponding strategies refer to agricultural research, and partnerships of the ASB, MARA and others.

Goal N3 states: *Optimal use is made of County farm land.*

The corresponding strategies for Goal N3 address development on crown land that has the potential for agriculture.

The Sustainability Plan does not otherwise address agricultural land, its use or fragmentation. As such, the proposed amendments to the Municipal Development Plan neither support nor contradict the Sustainability Plan.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements.

County Image, Planning staff to communicate all changes clearly with potential developers when they apply for subdivisions.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 935-14 being a Land Use Bylaw amendment to amend Mackenzie County Land Use Bylaw (927-13), Section 8.1 C (a). Parcel Density in AGRICULTURAL "A" district.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_



**BYLAW NO. 935-14**

**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 2013, 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 Amending Parcel Density in the Agricultural District to provide clarification.

**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 8.1 C (a). AGRICULTURAL "A" be amended to read as follows:

**(a) Parcel Density (maximum):**

**i) AGRICULTURAL SUBDIVISIONS:**

**The following standards shall apply to the number of parcels (titles) per Quarter\***

- A quarter\* may be equally divided in half (80 acres more or less), limited to two titles per quarter, no further subdivisions will be allowed in the two parcels splits,

Or:

- Three titles per quarter\* with the balance of the quarter being one of the parcels; with the subdivided parcels being any two of the following:
  - i. Existing farmstead or homestead,
  - ii. Vacant parcel
  - iii. Fragmented parcel

- ii) RESIDENTIAL: Minimum: 1.2 ha (3.0 acres)  
Maximum: 4.1 ha (10 acres) unless an existing residence requires the approval of a larger parcel size to meet setback requirements, or the subject site is a FRAGMENTED PARCEL that in the opinion of the Development Authority is difficult to farm.

*\*Quarter being defined as 160 acres more or less*

- iii) All other uses: All other uses require rezoning and must submit an Area Structure Plan for the entire PROPERTY

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer



## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 936-14 Municipal Development Plan Amendment</b>

#### **BACKGROUND / PROPOSAL:**

At the January 14, 2014 Council meeting, Council passed the following motion:

**MOTION 14-01-029**                      **MOVED** by Councillor Driedger

That the Municipal Development Plan and the Land Use Bylaw be amended as follows:

- to allow subdivisions of up to 80 acre parcels out of a quarter\* of land, limited to two titles per quarter;
- No further subdivisions will be allowed in the two parcel splits;
- Continue permitting the existing three titles per quarter\* with a maximum of ten acres per subdivision.

*\*a quarter is defined as 160 acres more or less*

#### **CARRIED**

Below are the excerpts from the current Municipal Development Plan (MDP) that directly discuss agricultural land, its preservation and fragmentation:

##### Section 3.0

*The MDP recognizes that:*

*Better Agricultural Lands and agricultural operations are protected to ensure the County has a productive agricultural land base that will provide an abundance of food products and supports families involved in the agri-business*

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

Section 3.2.5

*Mackenzie County shall discourage the removal of Better Agricultural Land from production, or its fragmentation*

Section 4.1

*Preserve Better Agricultural Land for agricultural land uses  
Minimize the impacts of non-agricultural uses on existing agricultural operations*

Section 4.2.15

*Farmstead separations shall be as small as possible, ideally in the 1.21 ha (3 acres) to 4.05 ha (10 acres) range, or such larger area as is needed to include improvements, shelterbelts, woodlots or other areas with no agricultural value. Woodlots included in a subdivided yard site may be subject to a conservation easement.*

Section 4.2.2

*In the Agricultural Policy Area, Better Agricultural Land shall be preserved for agricultural operations.*

- a) Mackenzie County shall encourage the maintenance of the 64.8 ha (160 acre) quarter section or river lots as the basic farm unit.*
- b) Mackenzie County shall encourage the retention and/or development of windbreaks between agricultural parcels and shelterbelts around farmsteads.*

The County is required to consider the protection of agricultural operations as directed by the Municipal Government Act (MGA). To balance the needs of the MGA and the desire to allow large parcels to be subdivided, administration proposes the amendments presented below:

Section 3.0

*No change*

Section 3.2.5

*Mackenzie County shall discourage the removal of Better Agricultural Land from production, or its excessive fragmentation*

Section 4.1

*No change*

Section 4.2.15

*No change*

Section 4.2.2

*In the Agricultural Policy Area, Better Agricultural Land shall be preserved for agricultural operations.*

- a) Mackenzie County shall encourage the maintenance of the 64.8 ha (160 acre) quarter section or river lots as the basic farm unit.*

Author: B Peters Reviewed by: CAO

- b) *Mackenzie County recognizes the need to accommodate smaller farmers and wishes to promote the rural agricultural lifestyle by allowing subdivisions up to 32.4 ha (80 acres) for farming purposes*
- c) *Mackenzie County shall encourage the retention and/or development of windbreaks between agricultural parcels and shelterbelts around farmsteads.*

**OPTIONS & BENEFITS:**

The benefit of amending the MDP is that it allows the County to be more flexible in meeting rural landowners requests for the subdivision and ownership of their land. The amendments still promote the preservation of agricultural land, but allow for more flexibility and while also being a better fit for some small farmers.

**COSTS & SOURCE OF FUNDING:**

Costs will be limited to advertising, and will be borne by the Planning & Development departments operating budget.

**SUSTAINABILITY PLAN:**

Goal E8 in the Sustainability Plan states: *Agricultural lands in Mackenzie County are in optimal health because area farmers use sustainable agricultural practices that are tailored to the needs to the local climate, flora and fauna.*

The corresponding strategies refer to agricultural research, and partnerships of the ASB, MARA and others.

Goal N3 states: *Optimal use is made of County farm land.*

The corresponding strategies for Goal N3 address development on crown land that has the potential for agriculture.

The Sustainability Plan does not otherwise address agricultural land, its use or fragmentation. As such, the proposed amendments to the Municipal Development Plan neither support nor contradict the Sustainability Plan

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements.

Administration has no current plans to actively advertise this change, but when applicants come in for subdivisions these changes, along with the corresponding changes to the Land Use Bylaw, will be clearly communicated to the applicant.

Author:  B Peters Reviewed by:  CAO

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 936-14 being a Municipal Development Plan amendment to amend the Municipal Development Plan Bylaw (735-09) sections 3.25 and 4.22 to allow for 80 acre subdivisions.

Author: B Peters Reviewed by: CAO

**BYLAW NO. 936-14**

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

**TO AMEND THE  
MACKENZIE COUNTY MUNICIPAL DEVELOPMENT PLAN**

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

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Municipal Development Plan by amending the terminology in relation to agricultural land fragmentation to provide clarification.

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

1. That the Mackenzie County Municipal Development Plan Section 3.2.5 be amended to read as follows:

Mackenzie County shall discourage the removal of Better Agricultural Land from production, or its excessive fragmentation

2. That the Mackenzie County Municipal Development Plan Section 4.2.2 be amended to read as follows:

In the Agricultural Policy Area, Better Agricultural Land shall be preserved for agricultural operations.

- a) Mackenzie County shall encourage the maintenance of the 64.8 ha (160 acre) quarter section or river lots as the basic farm unit.
- b) Mackenzie County recognizes the need to accommodate smaller farmers and wishes to promote the rural agricultural lifestyle by allowing subdivisions up to 32.4 ha (80 acres) for farming purposes.
- c) Mackenzie County shall encourage the retention and/or development of windbreaks between agricultural parcels and shelterbelts around farmsteads.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Policy DEV001 Urban Development Standards</b>

### **BACKGROUND / PROPOSAL:**

At the January 14, 2014 Council meeting, Council passed the following motion:

MOTION 14-01-028      *That administration revise Policy DEV001 Urban Development Standards to reflect the County covering the cost of upsizing storm trunk mains and recovering a portion of these costs through offsite levies, and bring back to Council for review and approval.*

### **OPTIONS & BENEFITS:**

The benefit of amending Policy DEV001 is that it more accurately portrays the role that the County wishes to take regarding private development. The economic climate is positive enough that subsidizing development by covering the cost of storm sewer trunk main installation is no longer required.

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

N/A

### **SUSTAINABILITY PLAN:**

The Sustainability Plan does not address items that impact this policy.

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

**COMMUNICATION:**

Communication will be minimal regarding the change to this policy. Developers will be notified of the change when they inquire about developing land within the hamlets. Developers that administration is regularly in contact with will be notified promptly.

**RECOMMENDED ACTION:**

That Policy DEV001 Urban Development Standards be approved as presented.

Author: B Peters Reviewed by: CAO

# MACKENZIE COUNTY

<b>TITLE</b>	<b>Urban Development Standards</b>	<b>POLICY NO.</b>	<b>DEV001</b>
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<b>LEGISLATION REFERENCE</b>	<b>Municipal Government Act, Section 5</b>
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## **PURPOSE**

Establish urban development standards to ensure consistent development is maintained within the hamlets of Mackenzie County.

## **POLICY STATEMENT**

Mackenzie County and developers have a shared responsibility for defining and addressing the existing and future needs of the community by creating development policies consistent with community objectives. These policies should be applied equitably and fairly to all within that community. All beneficiaries of development should participate in the cost of providing and installing infrastructure in the community on an equitable basis that relates to the degree of benefit. Municipal funded projects tend to encourage development while maintaining affordable lot prices.

## **GUIDELINES** (GREEN TEXT – ADDITION, RED TEXT – DELETION)

1. Mackenzie County will:

- a) adopt development standard requirements for individual urban zoning as indicated in this policy,
- b) determine who is responsible for installation of the infrastructure as indicated in this policy,
- c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy,
- d) pay for the difference in costs when requiring the Developer to oversize the water, sanitary sewer or storm sewer mains, and
- e) pay for the difference in costs when requiring the Developer to construct main arterial roads (proportionate to a standard road), and
- f) ~~pay for the storm sewer trunk main.~~

2. The developer will be responsible for all costs except where otherwise indicated in this policy.

## **FUNDING**

1. Upon an administrative review of a proposed subdivision plan, the oversizing of roads and/or servicing lines may be requested by the County. In this situation, the County shall reimburse the Developer for the costs of the over-sizing.
2. County Administration shall bring oversizing requests to Council for review and approval during the annual budget deliberations.
3. Costs accrued by the County due to oversizing infrastructure shall be collected back from benefitting landowners by way of offsite levies. Offsite levies are to be collected when the benefitting property is developed.

## **URBAN DEVELOPMENT STANDARDS**

The following chart indicates the minimum standards on new development.

Zoning	Curb & Gutter	Sidewalk	Under Ground Power	Street Lights (under ground power)	Street Lights (over head power)	Paved Roads (hot mix)	Storm Sewer Internal	Storm Sewer Trunk Main
MHP				√		√	√	County
MHS	√*	√*		√		√	√	County
HCR							√	County
All other Residential	√*	√*	√	√		√	√	County
Commercial	√*	√*	√	√		√	√	County
Industrial					√			County

### **Definitions**

(√) – means the requirement

(\*) – means Local Improvement

~~(County) – means Mackenzie County~~

(Zoning) – As per the Land Use Bylaw

(Storm Sewer Trunk Main) – means storm sewer that benefits either present or future development areas as determined by the County

(Storm Sewer Internal) – means storm sewer that only benefits the subdivision within the Developers Agreement

(Storm Sewer Collection System) – may, include but is not limited to, ditches, ponds and underground piping

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	18-Jun-02	02-460
<b>Amended</b>	13-Jan-04	04-009
<b>Amended</b>	23-Jun-04	04-510
<b>Amended</b>	10-May-05	05-255
<b>Amended</b>	13-Dec-05	05-674
<b>Amended</b>	26-Mar-09	09-03-227
<b>Amended</b>	13-Oct-10	10-10-855
<b>Amended</b>	23-Feb-11	11-02-199
<b>Amended</b>	11-Feb-14	





## MACKENZIE COUNTY REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>2014 Budget</b>

**BACKGROUND / PROPOSAL:**

Council reviewed and approved the 2014 Budget at their January 13, 2014 special council meeting. Council requested that a revised budget package be distributed with changes as discussed and approved at the meeting.

**OPTIONS & BENEFITS:**

Upon compilation of the final package, it was discovered that an error in calculations was made and therefore an over-allocation of funds in the amount of \$429,562 was made.

Administration recommends that Council amends the 2014 budget by allocating \$429,562 from reserves to the capital projects as presented in the attached document (see 2014 TCA projects list).

Please note that the 2014 budget will be revisited once again upon receipt of the final assessments.

**COSTS & SOURCE OF FUNDING:**

2014 Budget – Reserve Fund

**SUSTAINABILITY PLAN:**

The annual budgeting is a part of the fiscal stability planning process.

Author: J. Whittleton Review by: \_\_\_\_\_ CAO \_\_\_\_\_

**COMMUNICATION:**

2014 Budget will be posted on the County's website and will be available to the ratepayers in printed form at all County offices.

**RECOMMENDED ACTION:** (requires 2/3)

That the 2014 Budget be amended by allocating \$429,562 to the capital projects out of the reserves as presented.

Author: J. Whittleton Review by: \_\_\_\_\_ CAO \_\_\_\_\_



# 2014 Operating and Capital Budget

# Contents:

- 1. Cash Flow Requirement ..... 3
- 2. 2014 Operating Budget ..... 12
- 3. 2014 TCA Budget ..... 18
- 4. Water and Sewer Rate ..... 22
- 5. Grants to Not-for-Profit Organizations ... 24
- 6. Estimated Assessment and  
Tax Revenues ..... 33

# Cash Flow Requirement

## Outline:

- i. Cash Flow Requirement Schedule
- ii. Supporting Schedules A - F

Mackenzie County  
2014 BUDGET - Cash Requirement

	2013 Budget	% change	2014 Budget	
<b>Operating Cash Requirements:</b>				
Operating Cost (excluding non-cash items and capital debt interest expense)	\$22,704,083	16%	\$26,368,645	Schedule A-2
Non-TCA - Operating Costs (Non-TCA Projects List)	\$1,142,690	-48%	\$591,013	
Non-TCA revenue - Fees	\$0			
Less: Other Operating Revenue (excluding municipal tax levy)	(\$6,202,856)	19%	(\$7,379,400)	Schedule A-1
Anticipated draw on short-term borrowing for 2015 & 2016 portions of 2014 gravel-crushing programme	\$0		(\$1,000,000)	
Anticipated draw from prior year accumulated surplus - restricted (for Non-TCA projects)	(\$792,020)	-100%	\$0	(1)
Anticipated draw from prior year accumulated surplus - restricted (for operating purposes)	(\$89,270)		(\$50,000)	(1)
<b>Tax levy for operations</b>	<b>\$16,762,627</b>	<b>11%</b>	<b>\$18,530,258</b>	
<b>Capital Cash Requirements:</b>				
Capital costs	\$45,029,407	-87%	\$6,066,432	
Capital debt interest	\$469,490	59%	\$748,784	Schedule E
Capital debt principal	\$1,928,508	17%	\$2,254,033	Schedule E
Less:				
Capital revenue - grants	(\$14,549,112)	-75%	(\$3,671,882)	Schedule B
Other capital revenue (community, developers' contributions; contributed assets)	(\$705,103)	-35%	(\$456,970)	
Proceeds on disposal of assets	(\$1,500)	32157%	(\$483,850)	Schedule D
Proceeds from new debentures	(\$15,286,018)	-100%	\$0	Schedule E
Anticipated draw from prior year accumulated surplus - restricted	(\$10,940,912)	-96%	(\$429,562)	(2)
Anticipated draw from prior year accumulated surplus - unrestricted	\$0		\$0	
<b>Tax levy for capital</b>	<b>\$5,944,759</b>	<b>-32%</b>	<b>\$4,026,984</b>	
<b>Minimum Tax Levy</b>	<b>\$22,707,387</b>	<b>-1%</b>	<b>\$22,557,243</b>	
<b>Future Financial Plans:</b>				
Contributions to Reserves as per Policies	\$1,535,000		\$1,585,000	Schedule C
<b>Tax levy for future financial plans</b>	<b>\$1,535,000</b>	<b>3%</b>	<b>\$1,585,000</b>	(3)
<b>Total Tax Levy</b>	<b>\$24,242,387</b>	<b>0%</b>	<b>\$24,142,243</b>	
<b>Net budgeted cash draw on accumulated surplus accounts</b>	<b>(\$10,287,202)</b>	<b>-111%</b>	<b>\$1,105,438</b>	(1) + (2) + (3)
<b>OTHER:</b>				
Restricted surplus (reserves), beginning of year	\$19,529,272		\$9,242,069	
Restricted surplus (reserves), ending of year	\$9,242,070		\$10,347,507	
<b>Total budgeted operating and capital costs (excluding non-cash items)</b>	<b>\$71,274,178</b>		<b>\$36,028,907</b>	

## 2014 Budget

## Schedules of Operating Revenues and General Operating Expenses

	Legislative and Administration	Protective Services	Transportation and Airport	Utilities	Planning & Development	Agricultural & Veterinary	Recreation & Cultural	TOTAL
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**Schedule A-1: Operating Revenues (excluding municipal taxes, and excluding school and lodge requisitions)**

Sale of Goods & Services	39,500	35,000	87,000	3,907,255	454,000	2,835	69,600	4,595,190
Interest Revenue	326,000							326,000
Provincial Grants - operating	0	50,000	824,968	150,000	0	168,359	234,673	1,428,000
Other Revenue including frontage	333,875	37,927	332,919	133,816	151,500	40,173	0	1,030,210
<b>Total Revenues</b>	<b>699,375</b>	<b>122,927</b>	<b>1,244,887</b>	<b>4,191,071</b>	<b>605,500</b>	<b>211,367</b>	<b>304,273</b>	<b>7,379,400</b>

**Schedule A-2: General Operating Expenses (excluding school and lodge requisitions, and excluding debenture principal payments)**

Wages & Salaries, Benefits, WCB, Recruiting, Honorariums	2,455,008	385,107	3,186,143	1,314,563	730,100	262,910	486,873	8,820,704
Contracted and General Services	1,385,879	825,886	2,349,908	1,137,991	363,385	812,335	247,414	7,122,798
Materials & Supplies, Fuel & Oil, Chemicals & Salt	132,400	244,180	4,006,331	298,271	15,500	59,650	69,045	4,825,377
Utilities (Gas, Power)	102,450	25,670	302,600	401,025	0	2,400	0	834,145
Grants to local governments	1,806,810	5,000	0	0	0	0	0	1,811,810
Grants to other organizations	0	0	0	0	0	185,500	1,695,302	1,880,802
Capital debt interest	71,577	0	442,856	234,351	0	0	0	748,784
Net Book Value of disposed TCA								0
Amortization	295,250	161,751	5,665,833	1,575,773	3,103	109,534	430,154	8,241,398
Other	87,200	5,300	0	1,000	0	0	0	93,500
<b>Total expenses excluding non-TCA projects</b>	<b>6,336,574</b>	<b>1,652,894</b>	<b>15,953,671</b>	<b>4,962,974</b>	<b>1,112,088</b>	<b>1,432,329</b>	<b>2,928,788</b>	<b>34,379,318</b>
Non-TCA projects	110,800	49,500	67,561	154,500	200,000	0	8,652	591,013
<b>Total expenses including non-TCA projects</b>	<b>6,447,374</b>	<b>1,702,394</b>	<b>16,021,232</b>	<b>5,117,474</b>	<b>1,312,088</b>	<b>1,432,329</b>	<b>2,937,440</b>	<b>34,970,331</b>

**Non-cash items included in the above:**

Estimated gravel inventory change at Year End 2013	0	0	-979,509	0	0	0	0	-979,509
Net Book Value of disposed TCA	0	0	0	0	0	0	0	0
Amortization	295,250	161,751	5,665,833	1,575,773	3,103	109,534	430,154	8,241,398
<b>Total operational expenses excluding non-cash items and capital debt interest</b>	<b>5,969,747</b>	<b>1,491,143</b>	<b>10,824,491</b>	<b>3,152,850</b>	<b>1,108,985</b>	<b>1,322,795</b>	<b>2,498,634</b>	<b>26,368,645</b>

Mackenzie County  
 2014 Budget  
 Capital Grant Revenues (for TCA projects)

Schedule B

	Grant funding deferred from prior year	New 2014 Funding	Total Capital Grant Revenue
Provincial Capital Grants - FGTF	\$0	\$557,412	\$557,412
Provincial Capital Grants - SIP	\$0	\$0	\$0
Provincial Capital Grants - MSI (Capital)	\$0	\$2,806,269	\$2,806,269
Provincial Capital Grants - AT (Child Lake/Boyer Lake)		\$123,000	\$123,000
Resource Road Program	\$0	\$0	\$0
Provincial Capital Grants - GAP - Bridges Program	\$0	\$0	\$0
Provincial Grant - AB Water & Wastewater Program	\$0	\$185,201	\$185,201
<b>Total Capital Revenues</b>	<b>\$0</b>	<b>\$3,671,882</b>	<b>\$3,671,882</b>

**Mackenzie County**  
**2014 Budget**  
**Contributions to Reserves as per established Policies**

**Schedule C**

<b>Reserves</b>	<b>Minimal contribution</b>	
Emergency - Fire Department	\$150,000	
Emergency - Tompkins Fire Department	\$50,000	
Roads	\$500,000	
Vehicle & Equipment	\$485,000	
Drainage	\$250,000	
Parks & Playgrounds	\$100,000	<b>(1)</b>
Recreation Boards - Capital	\$50,000	<b>(2)</b>
<b>Total</b>	<b>\$1,585,000</b>	

(1) The Community Services Committee recommends to Council, to increase the contribution to the Parks & Playgrounds Reserve by \$50,000, to a total of \$100,000 in the 2014 budget (CSC motion 14-01-004).

(2) Please note that in 2008-2011 Council had chosen to set aside \$120,000 for the three recreation boards towards various capital and non-capital improvements of the County recreational facilities. Finance Committee administered use of these funds based on the individual requests. In 2012, Council changed this amount to \$50,000 and, in preparing the 2013 budget draft, administration assumed the same amount for 2013.

Mackenzie County  
 Estimate of Gain or Loss on Disposals of TCA Assets, in 2014

2014 Budget  
 Schedule D

Unit#	Dpt.	Description of Assets	Historical Cost	Depreciation up to Dec 31, 2013	Net Book Value on Jan 1, 2014	Estimated Selling Price	Estimated Profit or Loss on Disposal in 2014
<b>Equipment</b>		FV - Trailer				\$2,500	
		LC - Wide format plotter/scanner				\$7,850	
		ZA - Zero turn mower				\$500	
		LC & FV - Graders (3)				\$473,000	
<b>Total</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$483,850</b>	<b>\$0</b>



1. Schedule of ending balances for long term debt as of December 31, 2014

Debtures -		2014	2013
		\$	\$
<b>From Alberta Capital Finance Authority:</b>			
9	4.875%, due 2013 (for La Crete Sewer Main Extension)	-	-
10	4.23%, due 2014 (for La Crete Water Treatment Plant)	0	479,437
11	3.77% due 2015 (for La Crete 94th Avenue)	58,254	114,373
12	4.453% due 2016 (for La Crete Gravity Sewer Line)	87,574	128,552
13	4.311% due 2017 (for La Crete 98th Ave, Curb, Gutter, Sidewalk)	42,941	58,876
14	4.501% due for 2027 (for Zama Tower Road Sewer)	134,087	141,929
15	4.311% due for 2017 (for FV 46th Street Sewer Line Extension)	22,158	30,380
16	4.012% due for 2018 (for Zama Water Treatment Plant)	712,160	873,210
17	4.012% due for 2018 (for Zama Wastewater System)	349,200	428,169
18	3.046% due for 2013 (for Zama Groundwater Supply and Supply Line Project)	-	-
19	3.718% due for 2019 (for Zama Water Treatment Plant)	410,095	492,358
20	3.718% due for 2019 (for Zama Wastewater System)	121,158	145,462
21	3.334% due for 2019 (for La Crete Office Building)	598,202	706,394
22	3.334% due for 2019 (for Zama Multi-Use Cultural Building)	812,039	958,906
23	3.334% due for 2019 (for Zama Water Treatment Plant))	412,444	487,038
24	2.439% due on Dec 15, 2015 (La Crete Sewer Trunk Main)	88,205	174,298
25	3.377% due on Dec 15, 2020 (Fort Vermilion Corporate Office Expansion)	479,736	550,733
27	4.124% due on Dec 15, 2030 (La Crete Sewer Lift Station)	187,498	195,636
26	3.5635% due on Mar 15, 2021 (Rural Water Line)	1,502,953	1,705,058
28	2.85600% due on Dec 15, 2032 (Highway 88 connector)	1,848,372	1,925,293
29	3.728% due on Dec 15, 2033 (Highway 88 connector)	10,042,066	10,400,000
30	2.022% due on March 15, 2019 (La Crete lagoon upgrades)	1,142,417	1,263,085
31	3.424% due on Mar 15, 2029 (High Level rural water line)	1,753,594	1,800,000
		<b>20,805,153</b>	<b>23,059,186</b>

Note: For the year ended December 31, 2014, the County's projected total cash payment for interest is \$748,784 (2013 projected interest - \$388,490; 2012 actual interest - \$426,418; 2012 debt = \$11,422,673).

2. Principal and interest repayment requirements on long-term debt over the next five years

	Principal	Interest	Total
	\$	\$	\$
To be paid in 2014	2,254,033	748,784	3,002,816
To be paid in 2015	2,005,854	712,923	2,718,776
To be paid in 2016	1,923,524	645,524	2,569,048
To be paid in 2017	1,929,299	579,624	2,508,923
To be paid in 2018	1,981,200	513,849	2,495,049
To be paid in 2019 to maturity	12,965,276	3,394,911	16,360,187
	<b>23,059,186</b>	<b>6,595,614</b>	<b>29,654,800</b>

Note: For the year ended December 31, 2013, the County's projected total cash payment for principal is \$1,826,572, and for interest \$388,490.

### 3. Debt limit calculation

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits as defined by *Alberta Regulation 255/00* for the County be disclosed as follows:

	2013 projected \$	2012 \$
Total debt limit, on December 31	45,667,863	48,269,735
Total debt (principal on loans and loan guarantees), on December 31	-23,059,186	-11,422,673
<b>Amount by which debt limit exceeds debt</b>	<b>22,608,677</b>	<b>36,847,062</b>
Limit on debt service, in fiscal year	7,611,311	8,044,956
Service on debt in fiscal year (are interest & principal payments)	-3,002,816	-2,215,062
<b>Amount by which debt servicing limit exceeds debt servicing</b>	<b>4,608,494</b>	<b>5,829,894</b>

The debt limit is calculated at 1.5 times the revenue of the County (as defined in *Alberta Regulation 255/00*) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the County. Rather, the financial statements must be interpreted as a whole.

**MACKENZIE COUNTY  
MUNICIPAL RESERVES**

Name	Beginning Balance (Dec. 31 2013)	To be used for 2013 CF projects	To be used for 2014 projects	Transfer from Operating to Reserve	Transfer from Reserves to Operating	Transfer to Capital Fund	Interfund Transfers	Estimated Ending Balance (Dec. 31, 2014)
<b>Operating Fund Reserves:</b>								
Operating Fund Reserve	708,452							708,452
Operating Fund Reserve - incl. non-TCA	184,526							184,526
Reserve - Off Site Levy - Water	860,373							860,373
Grants to Other Organizations Reserve	160,575			50,000				210,575
Rocky Acres Program - Incomplete	50,000				(50,000)			-
Reserve - Development	183,585							183,585
Recreation - Parks Reserve	126,217			100,000				226,217
Subdivisions Reserve	197,473							197,473
Gravel Reclamation Reserve	22,377							22,377
Municipal Reserve	187,133							187,133
Gravel Crushing Reserve	962,312							962,312
<b>Subtotal - Operating Fund Reserves</b>	<b>3,643,023</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>(50,000)</b>	<b>-</b>	<b>-</b>	<b>3,743,023</b>
<b>Capital Fund Reserves:</b>								
Incomplete Capital - Recreation	244,587							244,587
Incomplete Capital - Administration	59,967		(781)					59,186
Incomplete Capital - Fire Department	229,084							229,084
Incomplete Capital - Ambulance	-							-
Incomplete Capital - Enforcement	123							123
Incomplete Capital - Airport	118,766							118,766
Incomplete Capital - Sewer	35,000							35,000
Agriculture - Reserve	-							-
Recreation Reserve - Zama	12,148							12,148
Recreation Reserve - La Crete	5,741							5,741
Reserve - Roads (General)	204,108		(150,000)	500,000				554,108
Water Treatment Plant Reserve	374,100							374,100
Incomplete Capital - Sewer	80,933							80,933
Incomplete Capital - Development	34,996							34,996
Recreation Reserve - Fort Vermilion	74,866							74,866
Drainage Reserve	1,522,782		(150,000)	250,000				1,622,782
Rural Water Line Reserve	19,492							19,492
Walking Trails - Fort Vermilion	-							-
Walking Trails - La Crete	-							-
Incomplete Capital - Public Works	153,598							153,598
Reserve - Water Upgrading	258,850							258,850
Reserve - Sewer Upgrading	124,380							124,380
Reserve - Waste	-							-
General Capital Reserve	303,489							303,489
Vehicle Replacement Reserve	1,424,285		(128,781)	485,000				1,780,504
Reserves-Garbage Projects (incl. capital)	8,500							8,500
Emergency Services Reserves	309,250			200,000				509,250
<b>Subtotal - Capital Fund Reserves</b>	<b>5,599,046</b>	<b>-</b>	<b>(429,562)</b>	<b>1,435,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,604,484</b>
<b>TOTAL RESERVES</b>	<b>9,242,069</b>	<b>-</b>	<b>(429,562)</b>	<b>1,585,000</b>	<b>(50,000)</b>	<b>-</b>	<b>-</b>	<b>10,347,507</b>

# 2014 Operating Budget

## Outline:

1. 2014 Operating Budget by Object (including depreciation of assets)
2. 2014 Operating Budget by Function (including depreciation of assets)
3. 2014 Operating Budget by Function (excluding depreciation of assets)
4. 2014 Non-Tangible Capital Assets Project List

**MACKENZIE COUNTY**  
**STATEMENT OF OPERATIONS - 2014 BUDGET (including depreciation of capital assets)**

	2011 Actual	2012 Actual	2013 Actual to Dec. 11, 2013	2013 Budget	2014 Budget	\$ Budget Change	% Budget Change
<b>OPERATING REVENUES</b>							
100-Taxation	29,249,181	29,859,344	30,860,986	30,880,043	-		TBD
124-Frontage	247,129	255,668	234,684	272,552	267,599	(4,953)	-2%
747-School requisition	6,295,112	6,157,364	4,662,002	6,222,152	-		TBD
750-Lodge requisition	719,088	291,715	392,262	392,262	-		TBD
<b>Net property taxes</b>	<b>22,482,110</b>	<b>23,665,933</b>	<b>26,041,406</b>	<b>24,538,181</b>	<b>267,599</b>	<b>(24,270,582)</b>	
420-Sales of goods and services	303,843	641,482	356,597	322,405	547,635	225,230	70%
421-Sale of water - metered	1,522,444	2,097,610	2,001,977	2,397,080	2,807,599	410,519	17%
422-Sale of water - bulk	500,878	700,271	646,214	802,987	989,956	186,969	23%
424-Sale of land	13,922	63,764	46,859	-	-	-	
510-Penalties on taxes	115,552	140,171	240,452	115,000	140,000	25,000	22%
511-Penalties of AR and utilities	35,870	41,251	37,898	35,000	40,000	5,000	14%
520-Licenses and permits	11,704	19,911	21,734	15,600	33,000	17,400	112%
521-Offsite levy	10,437	61,302	156,593	-	-	-	
522-Municipal reserve revenue	24,601	44,578	110,066	-	50,000	50,000	
526-Safety code permits	263,848	330,815	303,981	250,000	250,000	-	0%
525-Subdivision fees	37,586	48,899	44,424	25,000	25,000	-	0%
530-Fines	29,836	16,270	15,221	28,000	20,000	(8,000)	-29%
531-Safety code fees	11,168	13,074	12,744	10,000	10,000	-	0%
550-Interest revenue	422,701	430,269	324,738	326,000	326,000	-	0%
551-Market value changes	-	23,771	(136,263)	-	-	-	
560-Rental and lease revenue	74,858	77,847	101,059	80,128	77,591	(2,537)	-3%
570-Insurance proceeds	8,729	673	16,236	-	-	-	
592-Well drilling revenue	22,903	250,945	144,330	25,000	75,000	50,000	200%
597-Other revenue	182,468	184,802	194,296	206,875	212,875	6,000	3%
598-Community aggregate levy	90,189	109,231	33,907	67,750	50,000	(17,750)	
630-Sale of non-TCA equipment	1,500	3,454	-	-	800	800	
790-Tradeshaw Revenues	-	-	1,475	-	28,345		
830-Federal grants	-	1,874	-	-	-	-	
840-Provincial grants	1,296,307	3,240,086	1,476,486	1,223,479	1,428,000	204,521	17%
990-Over/under tax collections	12,750	(28,460)	-	(23,243)	-	23,243	TBD
<b>TOTAL REVENUE</b>	<b>27,476,202</b>	<b>32,179,823</b>	<b>32,192,430</b>	<b>30,445,242</b>	<b>7,379,400</b>	<b>(23,094,187)</b>	
<b>OPERATING EXPENSES</b>							
110-Wages and salaries	4,436,777	5,140,205	4,867,736	6,323,484	6,737,023	413,539	7%
132-Benefits	803,760	880,574	928,381	1,249,650	1,404,288	154,638	12%
136-WCB contributions	46,075	42,059	51,901	61,391	47,345	(14,046)	-23%
142-Recruiting	17,653	18,716	-	20,000	20,000	-	0%
150-Isolation cost	57,009	35,642	44,708	66,000	66,000	-	0%
151-Honoraria	548,907	473,231	447,854	532,500	566,050	33,550	6%
211-Travel and subsistence	292,020	412,881	281,931	335,100	375,630	40,530	12%
212-Promotional expense	15,163	34,222	90,175	72,500	77,500	5,000	7%
214-Memberships & conference fee	94,517	111,370	67,408	125,480	128,280	2,800	2%
215-Freight	94,534	97,306	105,221	113,260	123,980	10,720	9%
216-Postage	22,130	29,193	39,639	33,450	42,500	9,050	27%
217-Telephone	165,370	136,459	124,440	160,709	143,199	(17,510)	-11%
221-Advertising	61,461	61,978	38,600	71,940	58,500	(13,440)	-19%
223-Subscriptions and publications	3,932	4,777	5,838	8,222	11,512	3,290	40%
231-Audit fee	54,690	68,965	42,625	57,500	76,000	18,500	32%
232-Legal fee	124,423	74,488	69,100	95,000	85,000	(10,000)	-11%
233-Engineering consulting	88,981	153,245	62,638	91,000	98,500	7,500	8%
235-Professional fee	1,317,904	2,660,001	1,230,486	1,364,204	1,477,110	112,906	8%
236-Enhanced policing fee	282,846	237,840	118,714	347,500	284,000	(63,500)	-18%
239-Training and education	50,008	42,147	47,794	175,405	207,456	32,051	18%
242-Computer programming	41,992	52,746	46,658	61,119	89,828	28,709	47%
251-Repair & maintenance - bridge	174,036	59,312	17,334	181,100	406,500	225,400	124%
252-Repair & maintenance - buildin	151,369	181,060	110,531	172,716	174,050	1,334	1%
253-Repair & maintenance - equipr	244,211	256,390	276,625	300,300	330,400	30,100	10%
255-Repair & maintenance - vehicl	100,413	100,884	59,602	94,200	94,300	100	0%
258-Contract graders	105,911	93,290	108,680	150,000	150,000	-	0%

	2011 Actual	2012 Actual	2013 Actual to Dec. 11, 2013	2013 Budget	2014 Budget	\$ Budget Change	% Budget Change
259-Repair & maintenance - structu	948,792	989,490	1,337,987	1,855,908	1,727,605	(128,303)	-7%
261-Ice bridge construction	83,365	76,692	112,212	120,000	120,000	-	0%
262-Rental - building and land	36,933	15,133	18,150	17,029	31,850	14,821	87%
263-Rental - vehicle and equipmen	98,143	69,940	48,733	64,228	61,556	(2,672)	-4%
266-Communications	68,041	73,785	68,777	68,706	107,342	38,636	56%
271-Licenses and permits	8,753	10,704	10,171	12,829	20,100	7,271	57%
272-Damage claims	1,000	1,500	27,916	5,000	5,000	-	0%
273-Taxes	13,382	990	727	15,000	15,000	-	0%
274-Insurance	241,106	272,043	-	284,800	313,000	28,200	10%
342-Assessor fees	252,483	257,865	240,652	235,000	262,100	27,100	12%
290-Election cost	-	-	14,282	8,000	5,000	(3,000)	-38%
511-Goods and supplies	723,152	1,041,571	687,326	878,561	890,136	11,575	1%
521-Fuel and oil	719,646	821,066	645,480	732,650	820,550	87,900	12%
531-Chemicals and salt	215,575	195,479	215,276	280,950	295,600	14,650	5%
532-Dust control	328,956	365,815	458,750	419,800	455,000	35,200	8%
533-Grader blades	153,301	133,451	95,281	150,000	140,000	(10,000)	-7%
534-Gravel (apply; supply and appl	1,957,622	1,017,661	649,249	840,130	3,203,600	2,363,470	281%
535-Gravel reclamation cost	621,903	12,109	-	-	-	-	-
543-Natural gas	102,962	84,170	92,615	98,464	117,500	19,036	19%
544-Electrical power	549,748	571,607	635,673	657,587	716,643	59,056	9%
710-Grant - Town of High Level	802,390	578,420	510,171	972,999	1,019,023	46,024	5%
710-Grant - Town of Rainbow Lake	796,400	792,700	792,787	792,787	792,787	0	0%
735-Grants to other organizations	1,498,132	1,690,701	1,717,468	1,825,925	1,880,802	54,877	3%
810-Interest and service charges	32,418	39,202	13,820	36,000	36,000	-	0%
831-Interest - long term debt	484,236	426,418	259,959	469,490	748,784	279,294	59%
921-Bad debt expense	(1,119)	3,475	69	8,000	7,500	(500)	-6%
922-Tax cancellation/write-off	11,732	202,181	4,242	60,000	50,000	(10,000)	-17%
992-Cost of land sold	7,286	4,429	-	-	-	-	-
993-NBV value of disposed TCA	1,094,979	854,138	-	13,492	-	(13,492)	-100%
994-Change in inventory	(956,123)	713,078	-	(550,648)	(979,509)	(428,861)	78%
995-Depreciation of TCA	6,401,174	6,769,738	-	7,376,914	8,241,398	864,484	12%
<b>TOTAL</b>	<b>26,694,521</b>	<b>29,544,532</b>	<b>17,942,393</b>	<b>30,013,331</b>	<b>34,379,318</b>	<b>4,365,987</b>	<b>15%</b>
<b>Non-TCA projects</b>	<b>341,735</b>	<b>204,592</b>	<b>511,911</b>	<b>1,142,690</b>	<b>591,013</b>	<b>(551,677)</b>	<b>TBD</b>
<b>TOTAL EXPENSES</b>	<b>27,036,256</b>	<b>29,749,124</b>	<b>18,454,304</b>	<b>31,156,021</b>	<b>34,970,331</b>	<b>3,814,310</b>	<b>12%</b>
<b>EXCESS (DEFICIENCY)</b>	<b>439,946</b>	<b>2,430,698</b>	<b>13,738,126</b>	<b>(710,779)</b>	<b>(27,590,931)</b>	<b>(26,908,497)</b>	
<b>OTHER</b>							
125-Connection fees	-	-	275	-	-	-	-
830-Federal transfers for capital	103,235	5,103,229	-	-	-	-	-
840-Provincial transfers for capital	2,090,211	-	3,892,125	14,553,894	3,671,882	(10,882,012)	-75%
570-Insurance proceeds	31,000	-	-	-	-	-	-
575-Contributed TCA	1,442,832	-	-	325,000	-	(325,000)	-
597-Other capital revenue	24,800	156,682	64,175	380,103	456,970	76,867	20%
630-Proceeds from sale of TCA asse	1,003,616	663,235	1,523	1,500	483,850	482,350	32157%
631-Proceeds of traded-in TCA asse	-	-	-	-	-	-	-
	<b>4,695,694</b>	<b>5,923,146</b>	<b>3,958,098</b>	<b>15,260,497</b>	<b>4,612,702</b>	<b>(10,647,795)</b>	
<b>EXCESS (DEFICIENCY) - PS MODEL</b>	<b>5,135,640</b>	<b>8,353,844</b>	<b>17,696,224</b>	<b>14,549,718</b>	<b>(22,978,229)</b>	<b>(37,556,292)</b>	

**MACKENZIE COUNTY**  
**STATEMENT OF OPERATIONS - 2014 BUDGET (including depreciation of capital assets)**

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	\$ Variance	% Variance
<b>OPERATIONAL REVENUES</b>						
Property taxes	29,509,060	30,086,554	31,129,352	267,599	(30,861,753)	TBD
School requisitions	6,295,112	6,157,364	6,222,152	-	(6,222,152)	TBD
Lodge requisitions	719,088	291,715	392,262	-	(392,262)	TBD
<b>Net property taxes</b>	<b>22,494,860</b>	<b>23,637,475</b>	<b>24,514,938</b>	<b>267,599</b>	<b>(24,247,339)</b>	
User fees and sales of goods	2,327,164	3,439,363	3,522,472	4,345,190	822,718	23.4%
Government transfers	1,296,307	3,424,403	1,223,479	1,428,000	204,521	16.7%
Investment income (operating)	422,701	454,041	326,000	326,000	-	0.0%
Penalties and costs on taxes	115,552	140,171	115,000	140,000	25,000	21.7%
Licenses, permits and fines	354,142	428,969	328,600	343,000	14,400	4.4%
Rentals	74,858	77,847	80,128	77,591	(2,537)	-3.2%
Insurance proceeds	8,729	673	-	-	-	
Development levies	10,437	61,302	-	-	-	
Municipal reserve revenue	24,601	44,578	-	50,000	50,000	
Sale of non-TCA equipment	1,500	3,454	-	800	800	TBD
Other	345,352	649,993	334,625	401,220	66,595	19.9%
<b>Total operating revenues</b>	<b>27,476,203</b>	<b>32,362,267</b>	<b>30,445,242</b>	<b>7,379,400</b>	<b>(23,065,842)</b>	
<b>OPERATIONAL EXPENSES</b>						
Legislative	669,581	594,063	735,150	770,981	35,831	4.9%
Administration	2,992,174	3,379,386	3,415,061	3,753,783	338,722	9.9%
Grants to other governments	1,598,790	1,371,120	1,765,786	1,811,810	46,024	2.6%
Protective services	960,786	2,729,063	1,566,071	1,652,894	86,823	5.5%
Transportation	12,881,821	13,181,067	12,686,567	15,953,671	3,267,104	25.8%
Water, sewer, solid waste disposal	3,933,057	4,211,295	4,754,579	4,962,974	208,395	4.4%
Public health and welfare (FCSS)	622,969	728,839	693,241	690,341	(2,900)	-0.4%
Planning, development	532,589	785,546	1,030,661	1,112,088	81,427	7.9%
Agriculture and Veterinary	1,032,041	945,293	1,385,366	1,432,329	46,963	3.4%
Recreation and culture	1,470,713	1,618,859	1,980,849	2,238,447	257,598	13.0%
Non-TCA projects	341,735	204,592	1,142,690	591,013	(551,677)	TBD
<b>Total operating expenses</b>	<b>27,036,256</b>	<b>29,749,124</b>	<b>31,156,021</b>	<b>34,970,331</b>	<b>3,814,310</b>	<b>12%</b>
<b>Excess (deficiency) before other</b>	<b>439,947</b>	<b>2,613,143</b>	<b>(710,779)</b>	<b>(27,590,931)</b>	<b>(26,880,152)</b>	
<b>CAPITAL REVENUES</b>						
Government transfers for capital	2,193,446	5,103,229	14,549,112	3,671,882	(10,877,230)	(10,877,230)
Other revenue for capital	1,498,632	156,682	705,103	456,970	(248,133)	(248,133)
Proceeds from sale of TCA assets	1,003,616	663,234	1,500	483,850	482,350	482,350
	4,695,694	5,923,145	15,255,715	4,612,702	(15,260,497)	(10,643,013)
<b>EXCESS (DEFICIENCY) - PSAB Model</b>	<b>5,135,641</b>	<b>8,353,845</b>	<b>14,549,718</b>	<b>(22,978,229)</b>	<b>(37,527,947)</b>	<b>(37,527,947)</b>
<b>Convert to local government model</b>						
Remove non-cash transactions	6,540,031	8,336,955	6,834,976	7,261,889	426,913	6.2%
Remove revenue for capital projects	(4,695,694)	(5,923,145)	(15,255,715)	(4,612,702)	10,643,013	-69.8%
Long term debt principal	2,032,234	2,275,059	1,928,507	2,254,032	325,525	16.9%
Short term debt (gravel)				(1,000,000)		
Transfers to/from reserves or for capital	4,897,743	8,442,596	4,200,472	2,559,168	(1,641,304)	-39.1%
<b>EXCESS (DEFICIENCY) - LG Model</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>(24,142,242)</b>	<b>(24,142,242)</b>	

**MACKENZIE COUNTY**  
**STATEMENT OF OPERATIONS - 2014 BUDGET (excluding depreciation of capital assets)**

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	\$ Budget Change	% Budget Change
<b>OPERATIONAL REVENUES</b>						
Property taxes	29,509,060	30,086,554	31,129,352	267,599	(30,861,753)	TBD
School requisitions	6,295,112	6,157,364	6,222,152	-	(6,222,152)	TBD
Lodge requisitions	719,088	291,715	392,262	-	(392,262)	TBD
<b>Net property taxes</b>	<b>22,494,860</b>	<b>23,637,475</b>	<b>24,514,938</b>	<b>267,599</b>	<b>(24,247,339)</b>	
User fees and sales of goods	2,327,164	3,439,363	3,522,472	4,345,190	822,718	23%
Government transfers	1,296,307	3,424,403	1,223,479	1,428,000	204,521	17%
Investment income (operating)	422,701	454,041	326,000	326,000	-	0%
Penalties and costs on taxes	115,552	140,171	115,000	140,000	25,000	22%
Licenses, permits and fines	354,142	428,969	328,600	343,000	14,400	4%
Rentals	74,858	77,847	80,128	77,591	(2,537)	-3%
Insurance proceeds	8,729	673	-	-	-	
Development levies	10,437	61,302	-	-	-	
Municipal reserve revenue	24,601	44,578	-	50,000	50,000	
Sale of non-TCA equipment	1,500	3,454	-	800	-	TBD
Other	345,352	649,993	334,625	401,220	66,595	20%
<b>Total operating revenues</b>	<b>27,476,202</b>	<b>32,362,266</b>	<b>30,445,241</b>	<b>7,379,400</b>	<b>1,180,697</b>	
<b>OPERATIONAL EXPENSES</b>						
Legislative	669,581	594,063	735,150	770,981	35,831	5%
Administration	2,896,550	3,123,507	3,133,715	3,458,533	324,818	10%
Grants to other governments	1,598,790	1,371,120	1,765,786	1,811,810	46,024	3%
Protective services	838,851	2,601,963	1,420,661	1,491,143	70,482	5%
Transportation	8,473,234	8,666,414	7,873,451	10,287,838	2,414,387	31%
Water, sewer, solid waste disposal	2,449,703	2,706,823	3,099,866	3,387,201	287,335	9%
Public health and welfare (FCSS)	622,969	728,839	752,841	690,341	(62,500)	-8%
Planning & development	435,049	782,444	1,024,634	1,108,985	84,351	8%
Agriculture and Veterinary	1,032,041	847,740	1,276,204	1,322,795	46,591	4%
Recreation and culture	1,276,579	1,351,883	1,554,109	1,808,293	254,184	16%
<b>Total operating expenses</b>	<b>20,293,347</b>	<b>22,774,796</b>	<b>22,636,417</b>	<b>26,137,920</b>	<b>3,501,503</b>	<b>15%</b>
<b>Non-TCA projects</b>	<b>341,735</b>	<b>204,592</b>	<b>1,142,690</b>	<b>591,013</b>	<b>(551,677)</b>	<b>-48%</b>
<b>Excess (deficiency) before other</b>	<b>6,841,121</b>	<b>9,382,878</b>	<b>6,666,135</b>	<b>(19,349,533)</b>	<b>(1,769,128)</b>	
<b>CAPITAL REVENUES</b>						
Government transfers for capital	2,193,446	5,103,229	14,549,112	3,671,882	(10,877,230)	-75%
Other revenue for capital	1,498,632	156,682	705,103	456,970	(248,133)	-35%
Proceeds from sale of TCA assets	1,003,616	663,235	1,500	483,850	6,834,976	455665%
	<b>4,695,694</b>	<b>5,923,146</b>	<b>15,255,715</b>	<b>4,612,702</b>	<b>-</b>	
<b>EXCESS (DEFICIENCY) - PSAB Model*</b>	<b>11,536,815</b>	<b>15,306,024</b>	<b>21,921,850</b>	<b>(14,736,831)</b>	<b>(1,769,128)</b>	
Convert to local government model**						
Remove non-cash transactions	138,857	1,567,218	(537,156)	(979,509)	(442,353)	82%
Remove revenue for capital projects	(4,695,694)	(5,923,145)	(15,255,715)	(4,612,702)	10,643,015	-70%
Long term debt principal	2,032,234	2,275,059	1,928,507	2,254,032	325,525	17%
Short term borrowing (gravel)	-	-	-	1,000,000	-	
Transfers to/from reserves or to fund capital projects	4,897,743	8,625,039	4,200,472	2,559,168	(1,641,304)	-39%
<b>EXCESS (DEFICIENCY) - LG Model</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>(24,142,242)</b>	<b>9,747,312</b>	

\*Public Sector Accounting Board



Project description	Total 2014 project cost	County's cost	External Funding				Internal Funding			NOTES
			NDCC Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Other Internal Funding	Restricted Surplus (previous years)	Municipal Levy	
<b>(12) - Administration Department</b>										
Information Technology budget	\$110,800	\$110,800							\$110,800	Cut by \$7000 re: iPads.
<i>Total department 12</i>	<i>\$110,800</i>	<i>\$110,800</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$110,800</i>	
<b>(23) - Fire Department</b>										
LC - Tompkins - Hot swap hydraulic couplers	\$5,000	\$5,000							\$5,000	
FV - Hot swap hydraulic couplers	\$5,000	\$5,000							\$5,000	
LC - Hot swap hydraulic couplers	\$9,000	\$9,000							\$9,000	
ZA - Hot swap hydraulic couplers	\$5,000	\$5,000							\$5,000	
FV - Rescue tools	\$15,000	\$15,000							\$15,000	
LC - Basic Hazmat supplies	\$10,500	\$10,500							\$10,500	
<i>Total department 23</i>	<i>\$49,500</i>	<i>\$49,500</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$49,500</i>	
<b>(32) - Public Works</b>										
LC - Mower with mulch kit for Tool Cat	\$4,810	\$4,810							\$4,810	
FV - Grapple bucket	\$4,951	\$4,951							\$4,951	Recommended by PW Committee.
FV - Antique fire truck restoration	\$4,800	\$4,800							\$4,800	Recommended by PW Committee.
FV - Gyro mower	\$3,000	\$2,200					\$800		\$2,200	Recommended by PW Committee.
LC & FV - Road disposition - Survey work	\$50,000	\$50,000							\$50,000	Admin to prioritize which roads to be done.
<i>Total department 32</i>	<i>\$67,561</i>	<i>\$66,761</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$800</i>	<i>\$0</i>	<i>\$66,761</i>	
<b>(41) - Water Services Department</b>										
Regional Water Initiative	\$150,000	\$0			\$150,000				\$0	
<i>Total department 41</i>	<i>\$150,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$150,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	
<b>(43) Solid Waste Disposal Department</b>										
LC - Concrete pad for 40-yard bins	\$4,500	\$4,500							\$4,500	
<i>Total departments 43</i>	<i>\$4,500</i>	<i>\$4,500</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$4,500</i>	
<b>(61) - Planning &amp; Development Department</b>										
Branding strategy	\$0	\$0							\$0	Postpone (\$65,000)
Rural addressing signs	\$200,000	\$0				\$200,000				Fees from sales
Area Structure Plan - Fort Vermillion	\$0	\$0							\$0	Postpone (\$55,000)
Area Structure Plan - La Crete	\$0	\$0							\$0	Postpone (\$65,000)
<i>Total department 61</i>	<i>\$200,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$200,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	
<b>(72) - Parks &amp; Playgrounds Department</b>										
Hutch Lake - Dock walkway repair	\$1,152	\$1,152							\$1,152	
Machesis Lake - Fire pits and picnic tables	\$5,000	\$5,000							\$5,000	
Wadlin Lake - Blocking for dock	\$2,500	\$2,500							\$2,500	
<i>Total department 72</i>	<i>\$8,652</i>	<i>\$8,652</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$8,652</i>	
<b>TOTAL</b>	<b>\$591,013</b>	<b>\$240,213</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$200,000</b>	<b>\$800</b>	<b>\$0</b>	<b>\$240,213</b>	

# Capital Budget

## (Tangible Capital Assets)

Project Description	Total 2014 project cost	County Cost	External Funding				Internal Funding				NOTES
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture	
<b>(12) - Administration Department</b>											
FV - Wireless infrastructure & access control upgrades	\$15,000	\$15,000					\$15,000				Office, shops, water treatment plants.
FV - Pressure sealer	\$8,929	\$8,929					\$8,148	\$781	IC-ADM		For utility billings.
<b>Total department 12</b>	<b>\$23,929</b>	<b>\$23,929</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,148</b>	<b>\$781</b>	<b>\$0</b>	<b>\$0</b>	
<b>(23) - Fire Department</b>											
LC - Repair fire hall parking lot	\$45,000	\$45,000					\$45,000				
LC - Combi tool (new)	\$8,000	\$8,000					\$8,000				
LC - Upgrade foam system on tanker (new)	\$11,000	\$11,000					\$11,000				
LC - Trailer for sprinkler equipment (new)	\$17,500	\$8,750				\$8,750	\$8,750				Fire fighters to fund-raise 50%.
FV - New tanker/pumper, with equipment	\$375,000	\$0		\$375,000							FV or Tompkins; one other needed in 2015.
FV - Work bench (new)	\$5,500	\$5,500					\$5,500				
ZA - Power pack (new)	\$9,500	\$9,500					\$9,500				
	\$0	\$0									
<b>Total department 23</b>	<b>\$471,500</b>	<b>\$87,750</b>	<b>\$0</b>	<b>\$375,000</b>	<b>\$0</b>	<b>\$8,750</b>	<b>\$87,750</b>	<b>\$0</b>		<b>\$0</b>	
<b>Bylaw Enforcement Department</b>											
	\$0	\$0									
<b>Total department 24</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(32) - Transportation Department</b>											
LC - 4WD loader	\$266,000	\$266,000					\$137,219	\$128,781	V&E		Recommended by PW Committee.
LC & FV - 3 ADW graders (LC 2, FV 1)	\$1,215,000	\$0		\$742,000		\$473,000					Recommended by PW Committee. Units 2128, 2129, 2133.
LC - Angle broom attachment for Bobcat	\$5,700	\$5,700					\$5,700				Recommended by PW Committee.
LC - 84-inch hydraulic angle soil conditioner	\$8,100	\$8,100					\$8,100				Recommended by PW Committee.
LC - 94th Ave East - Chip seal east to Hwy 697	\$345,000	\$0		\$345,000							
LC - South AccessWest - paving to Heritage Centre	\$200,000	\$0		\$200,000							
LC - Snowblower	\$49,000	\$49,000					\$49,000				Recommended by PW Committee.
LC - 101 St & 100 Ave - Traffic lights	\$200,000	\$0	\$200,000				\$0				
LC - South - Shoulder pull and road rehabilitation	\$100,000	\$0	\$100,000				\$0				
LC-Blue Hills (Engineering)	\$50,000	\$50,000						\$50,000	RR		
LC - BF 81336	\$50,000	\$50,000						\$50,000	RR		
LC - BF 75117	\$50,000	\$50,000						\$50,000	RR		
LC - Spruce Road Rebuild	\$100,000	\$0	\$100,000								
FV - Bobcat/toolcat, with flail mower and sander	\$65,000	\$65,000					\$65,000				Recommended by PW Committee.
FV - Trailer replacement	\$8,500	\$6,000				\$2,500	\$6,000				Recommended by PW Committee.
FV - Sand and salt shelter	\$175,000	\$0		\$175,000							Recommended by PW Committee.
FV - Cold storage/Emergency generator building	\$132,250	\$0		\$132,250							Recommended by PW Committee.
FV - Child Lake/Boyer Lake road rebuilds	\$123,000	\$0			\$123,000						Budget was \$123,000. ATA would fund 100% if their budget allows.

Project Description	Total 2014 project cost	County Cost	External Funding				Internal Funding				NOTES
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture	
FV - River Road seal coat	\$345,000	\$0		\$345,000							
FV - Hamlet asphalt pavement overlay 44th Ave	\$60,000	\$0		\$60,000			\$0				44th
FV - North- Shoulder pull and road rehabilitation	\$326,910	\$144,891		\$182,019			\$144,891				
FV - 45th Street repaving	\$155,000	\$37,430	\$117,570				\$37,430				
ZA - Replacement vehicle	\$35,000	\$35,000					\$35,000				
ZA - Zero turn mower	\$15,850	\$8,000				\$7,850	\$8,000				
	\$0	\$0									
<b>Total department 32</b>	<b>\$4,080,310</b>	<b>\$775,121</b>	<b>\$517,570</b>	<b>\$2,181,269</b>	<b>\$123,000</b>	<b>\$483,350</b>	<b>\$496,340</b>	<b>\$278,781</b>	<b>\$0</b>	<b>\$0</b>	
<b>(33) - Airport Department</b>											
	\$0	\$0					\$0				
	\$0	\$0									
<b>Total department 33</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(41) - Water Treatment &amp; Distribution Department</b>											
FV - 50th St - Water & sewer extension-Waterline replacement	\$580,000	\$0		\$250,000		\$330,000					
FV - SCADA computer replacement	\$7,500	\$7,500					\$7,500				
ZA - Distribution pumphouse upgrades	\$21,493	\$0	\$12,842		\$8,651						
FV, LC & ZA - Utility pipeline locator (new)	\$6,000	\$6,000					\$6,000				
<b>Total department 41</b>	<b>\$614,993</b>	<b>\$13,500</b>	<b>\$12,842</b>	<b>\$250,000</b>	<b>\$8,651</b>	<b>\$330,000</b>	<b>\$13,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(42) - Sewer Disposal Department</b>											
LC - Replace pump at main lift station	\$27,000	\$0	\$27,000								
Zama - Lift station upgrade	\$235,300	\$58,750			\$176,550		\$58,750				
	\$0	\$0					\$0				
<b>Total department 42</b>	<b>\$262,300</b>	<b>\$58,750</b>	<b>\$27,000</b>	<b>\$0</b>	<b>\$176,550</b>	<b>\$0</b>	<b>\$58,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(43) - Solid Waste Disposal</b>											
LC waste transfer stn - Building for recycle centre (new)	\$7,680	\$7,680					\$7,680				
Rocky Lane waste transfer station - Build up ramp (new)	\$12,000	\$12,000					\$12,000				
	\$0	\$0									
<b>Total department 43</b>	<b>\$19,680</b>	<b>\$19,680</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,680</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(61) - Planning &amp; Development Department</b>											
Wide format plotter/scanner	\$25,500	\$25,000				\$500	\$25,000				If not approved, \$4500 will be required in Dept. 42 non-TCA budget. Fees for service?
<b>Total department 61</b>	<b>\$25,500</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Project Description	Total 2014 project cost	County Cost	External Funding				Internal Funding				NOTES
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture	
<b>(63) - Agricultural Services Department</b>											
HL - Rural Drainage - Phase II & Phase III (new)	\$50,000	\$50,000						\$50,000	DR		300 meters into the Bushie Reserve.
LC - Buffalo Head - drainage (new)	\$100,000	\$100,000						\$100,000	DR		Reduced by \$250,000
<b>Total department 63</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Recreation Department</b>											
<b>Total department 71</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>(71) - Recreation</b>											
FV - Capital (requests from Recreation Society)	\$53,500	\$38,500				\$15,000	\$38,500				Recreation Board budget schedules.
LC - Capital (requests from Recreation Society)	\$220,000	\$143,000				\$77,000	\$143,000				Recreation Board budget schedules.
ZA - Capital (requests from Recreation Society)	\$43,500	\$17,280				\$26,220	\$17,280				Recreation Board budget schedules.
	\$0	\$0									
<b>Total department 71</b>	<b>\$317,000</b>	<b>\$198,780</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$118,220</b>	<b>\$198,780</b>	<b>\$0</b>		<b>\$0</b>	
<b>(72) - Parks &amp; Playgrounds Department</b>											
Machesis Lake - Horse camp - road (new)	\$25,000	\$25,000					\$25,000				Recommended by PW Committee.
Bridge campground - Survey & improvements (new)	\$19,000	\$19,000					\$19,000				Recommended by PW Committee.
LC - Jubilee Park - fencing (new)	\$5,220	\$5,220					\$5,220				Recommended by PW Committee.
LC - Walking Trails (new)	\$10,000	\$10,000					\$10,000				Recommended by PW Committee.
Hutch Lake - Marina improvements (new)	\$6,000	\$6,000					\$6,000				Recommended by PW Committee.
Wadlin Lake - Grounds improvements (new)	\$20,000	\$20,000					\$20,000				Recommended by PW Committee.
Wadlin Lake - Marina - dock & improvements (new)	\$6,000	\$6,000					\$6,000				Recommended by PW Committee.
FV - Walking Trails (new)	\$10,000	\$10,000					\$10,000				Recommended by PW Committee.
	\$0	\$0					\$0				
<b>Total department 72</b>	<b>\$101,220</b>	<b>\$101,220</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$101,220</b>	<b>\$0</b>		<b>\$0</b>	
<b>TOTAL 2014 Capital Projects</b>	<b>\$6,066,432</b>	<b>\$1,453,730</b>	<b>\$557,412</b>	<b>\$2,806,269</b>	<b>\$308,201</b>	<b>\$940,820</b>	<b>\$1,024,168</b>	<b>\$429,562</b>	<b>\$0</b>	<b>\$0</b>	
in balance -	\$6,066,432		\$557,412	\$2,806,269	\$308,201						
			\$0	\$0	\$0						

# Water and Sewer Rate

**Mackenzie County  
Water and Sewer Rate Review - Comparison of Rates**

**2014 Budget**

Component of County's Cost	Applies to:			100% Recovery	90% Recovery	85% Recovery	80% Recovery	Applies to:	
	Metered Users	Card-lock	Current rates					Metered Users	Card-lock
Fixed rate to cover costs of water distribution	✓		28.76	41.16	37.04	34.98	32.93	✓	
Fixed rate to collect sewage	✓		26%	35.02	31.52	29.77	28.02	✓	
Water treatment rate	✓	✓	3.20	3.53	3.18	3.00	2.82	✓	✓
Sewage treatment rate	✓		26%	0.81	0.73	0.69	0.65	✓	✓

Estimated monthly bill for metered user with 18m3 consumption:

	Current rates	100% Recovery	90% Recovery	85% Recovery	80% Recovery
Water	86.36	104.70	94.23	88.99	83.76
Sewer	22.45	49.68	44.71	42.23	39.74
<b>Total</b>	<b>108.81</b>	<b>154.38</b>	<b>138.94</b>	<b>131.22</b>	<b>123.50</b>
<b>Increase</b>		<b>45.56</b>	<b>30.12</b>	<b>22.41</b>	<b>14.69</b>

Non-metered user rates:

	Current rates	100% Recovery	90% Recovery	85% Recovery	80% Recovery
Cardlock rate	\$3.20	\$4.34	\$3.91	\$3.69	\$3.48
Raw water rate	\$0.82	\$1.06	\$0.96	\$0.90	\$0.85

Effective March 1, 2014 (10 months):

Incremental water revenue @ 90%	128,921
Incremental sewer revenue @ 90%	521,826
<b>Total</b>	<b>650,746</b>

Revenue Codes:

41-421	42-421	41-422	42-422
1,955,661	718,843	851,937	138,019

**Consumptions**

Metered, m <sup>3</sup>	385,350
Cardlock, m <sup>3</sup>	226,000
Raw, m <sup>3</sup>	9,500
<b>Total</b>	<b>620,850</b>

**Meters**

La Crete	1,261
Fort Vermilion	347
Zama	98
<b>Total</b>	<b>1,706</b>

# Grants to Not-for-Profit Organizations



**MACKENZIE COUNTY**  
**Summary of 2014 Grants to Other Organizations (NPOs)**

Summary of grants:	2014 Budget	2014 Request	2013 Budget	2012 Budget	2011	2010	2009	2008	2007	2006	2005
Mackenzie County Library Board	226,026	226,026	226,026	186,756	186,756	183,094	163,477	155,692	149,704	145,295	133,665
Recreation Boards	983,215	1,607,911	893,421	1,152,876	860,898	723,376	721,188	602,570	544,500	640,732	561,931
FCSS	293,341	333,464	293,341	293,341	293,341	293,341	287,591	285,098	276,414	272,800	266,828
Grants to other organizations	341,500	517,095	341,500	372,500	383,000	334,500	267,855	324,454	195,507	145,715	502,050
	<b>1,844,082</b>	<b>2,684,496</b>	<b>1,754,288</b>	<b>2,005,473</b>	<b>1,723,995</b>	<b>1,534,311</b>	<b>1,440,111</b>	<b>1,367,814</b>	<b>1,166,125</b>	<b>1,204,542</b>	<b>1,464,474</b>

**Specification of requests by location:**

Location	Recreation Boards	FCSS	Mackenzie County Library Board	Other Grants	Total
3 Recreation Boards - Capital	198,780				198,780
Fort Vermilion	275,410	117,227		84,000	476,637
La Crete	375,667	169,089		105,000	649,756
Zama	133,358	7,025		8,000	148,383
High Level			15,500	10,000	25,500
Rocky Lane				28,000	28,000
Rainbow Lake				10,000	10,000
Library			210,526		210,526
Other (Regional)				93,000	93,000
Cemeteries				3,500	3,500
<b>Total 2014 Requests</b>	<b>983,215</b>	<b>293,341</b>	<b>226,026</b>	<b>341,500</b>	<b>1,844,082</b>

**Mackenzie County  
Library Boards**

**Budget 2014**

**Mackenzie Library Board**

	<b>2014 Request</b>	<b>change</b>	<b>2013 Budget</b>	<b>change</b>	<b>2012 Budget</b>	<b>change</b>	<b>2011 Budget</b>	<b>change</b>	<b>2010 Budget</b>	<b>change</b>	<b>2009 Budget</b>	<b>change</b>	<b>2008 Budget</b>	<b>change</b>	<b>2007 Budget</b>	<b>change</b>	<b>2006 Budget</b>	<b>change</b>
Mackenzie Library Board	<b>210,526</b>	0.1%	<b>210,216</b>	0%	170,946	0%	170,946	2%	167,594	13%	147,977		140,192		134,204		130,295	
Town of High level Cost Sharing*	<b>15,500</b>		<b>15,810</b>		15,810		15,810		15,500		15,500		15,500		15,500		15,000	
<b>Total</b>	<b>226,026</b>	<b>0.0%</b>	<b>226,026</b>	<b>0%</b>	<b>186,756</b>	<b>0%</b>	<b>186,756</b>	<b>2%</b>	<b>183,094</b>	<b>12%</b>	<b>163,477</b>	<b>5%</b>	<b>155,692</b>	<b>4%</b>	<b>149,704</b>	<b>3%</b>	<b>145,295</b>	<b>9%</b>
Population	10,927		10,927		10,927		10,002		10,002		10,002		10,002		10,002		9,687	
\$ per capita	\$20.69		\$20.69		\$17.09		\$18.67		\$18.31		\$16.34		\$15.57		\$14.97		\$15.00	

**Notes:** 1) 2013 budget for Mackenzie Library Board includes budget amendment, adding \$39,270 for Regional Partnership with future node designation (13-10-705).  
 2) 2014 budget for Mackenzie Library Board includes \$40,000 to convert to a Regional Partnership, with future node designation (13-10-703). Please note that this additional \$40,000 funding was included in the December 18, 2013 budget package.

		2014 Budget	2014 Requests	2013 Budget	2012 Actual	2011 Actual	2010 Actual	2009 Actual
FV Recreation Society	Capital - see specification	53,500	312,714	64,862	200,000	21,478	6,624	22,704
	Operating - Board & Facilities	172,083	233,635	149,638	142,512	142,512	139,036	141,796
	<b>Total requested</b>	<b>225,583</b>	<b>546,349</b>	<b>214,500</b>	<b>342,512</b>	<b>163,990</b>	<b>145,660</b>	<b>164,500</b>
	<i>Paid by County:</i>							
	Operating - utilities	92,025	92,025	92,025	81,350	60,986	64,290	77,892
	Operating - insurance	11,302	11,302	10,295	10,295	10,295	10,514	13,209
	<b>Total requested + paid by County</b>	<b>328,910</b>	<b>649,676</b>	<b>316,820</b>	<b>434,157</b>	<b>235,271</b>	<b>220,464</b>	<b>255,601</b>

LC Recreation Society	Capital - see specification	220,000	439,982	86,000	88,500	100,538	56,742	44,966
	Operating - Board & Facilities	224,616	225,850	195,318	186,017	186,017	181,480	164,983
	<b>Total requested</b>	<b>444,616</b>	<b>665,832</b>	<b>281,318</b>	<b>274,517</b>	<b>286,555</b>	<b>238,222</b>	<b>209,949</b>
	<i>Paid by County:</i>							
	Operating - utilities	125,000	125,000	125,000	119,000	89,247	118,289	121,669
	Operating - insurance	26,051	26,051	23,851	23,851	23,851	22,168	38,839
	<b>Total requested + paid by County</b>	<b>595,667</b>	<b>816,883</b>	<b>430,169</b>	<b>417,368</b>	<b>399,653</b>	<b>378,679</b>	<b>370,457</b>

Zama Recreation Society (excl. FCSS & excl. Chamber of Commerce)	Capital - see specification	43,500	23,500	31,000	19,000	0	0	1,149
	Operating - Board & Facilities	118,880	103,374	103,374	98,451	98,451	83,690	76,082
	<b>Total requested</b>	<b>162,380</b>	<b>126,874</b>	<b>134,374</b>	<b>117,451</b>	<b>98,451</b>	<b>83,690</b>	<b>77,231</b>
	<i>Paid by County:</i>							
	Operating - Utilities	8,975	8,975	8,975	9,700	7,275	11,517	13,959
	Operating - Insurance	5,503	5,503	3,083	3,083	3,083	3,450	3,941
	<b>Total requested + paid by County</b>	<b>176,858</b>	<b>141,352</b>	<b>146,432</b>	<b>130,234</b>	<b>108,809</b>	<b>98,657</b>	<b>95,130</b>

Summary	2014 Budget	2014 Requests	2013 Budget	2012 Approved	2011 Actual	2010 Actual	2009 Actual
Total capital (County's portion)	198,780	776,196	181,862	307,500	172,000	63,366	68,819
Total operating	515,579	562,859	448,330	426,980	426,980	404,206	382,861
Total capital + operating	714,359	1,339,055	630,192	734,480	598,980	467,572	451,680
County-paid utilities & insurance	268,856	268,856	263,229	247,279	194,737	230,228	269,508
<b>Grand total</b>	<b>983,215</b>	<b>1,607,911</b>	<b>893,421</b>	<b>981,759</b>	<b>793,717</b>	<b>697,800</b>	<b>721,188</b>

Specification of Capital Grant Requests for 2014 (includes non-TCA items)	2014 Requests	Recommended by CSC			2014 Budget	Notes
		Rec. Board cost share	County cost share	Total		
<i>Fort Vermilion Recreation Society:</i>						
Arena dehumidifier	27,500			-		
Arena boiler - repair	6,000		6,000	6,000	6,000	
Ice paint pump	500			-		
Arena boards	120,000			-		
Washroom renovations	30,507	15,000	15,000	30,000	30,000	Community Services Committee (CSC) recommendation: Recreation Society to match County funds, and to prioritize these projects within budget allocation.
Rodeo grounds - spectator stands	10,500					
Rodeo grounds - gondola repair	2,100					
Additional lighting for lobby	4,700					
Rodeo grounds - booths (2)	10,000			-		
Rodeo grounds - stage/dance floor	18,900			-		
Replace obsolete playground equipment	50,000		17,500	17,500	17,500	
Flooring in lobby, curling rink	30,507			-		
Baby changing station, lobby & hallway	1,000			-		
Bike rack	500			-		
<b>Subtotal - Fort Vermilion Recreation Society</b>	<b>312,714</b>	<b>15,000</b>	<b>38,500</b>	<b>53,500</b>	<b>53,500</b>	
<i>La Crete Recreation Society:</i>						
Ice plant room modernization/upgrade	290,000		70,000	70,000	70,000	CSC recommendation: Motor control panel - ice plant.
BHP skate shack replacement	100,000	55,000	45,000	100,000	100,000	CSC recommendation: County to contribute up to \$45,000, with matching funds to come from fund-raising by Recreation Society.
Ball diamond fence	30,000	22,000	22,000	44,000	44,000	CSC recommendation: Recreation Society to match County funds, and to prioritize these projects within budget allocation.
Board room	3,682					
Soccer nets	5,000					
Tennis court at BHP	4,300					
Curling rink divider	1,000					
Power upgrade for trade show	6,000		6,000	6,000	6,000	
<b>Subtotal - La Crete Recreation Society</b>	<b>439,982</b>	<b>77,000</b>	<b>143,000</b>	<b>220,000</b>	<b>220,000</b>	
<i>Zama Recreation Society:</i>						
Hall electrical upgrades	3,500		3,500	3,500	3,500	
Shower facilities at campground, 50% share	20,000	26,220	13,780	40,000	40,000	CSC recommendation: Recreation Society to match County funds.
<b>Subtotal - Zama Recreation Society</b>	<b>23,500</b>	<b>26,220</b>	<b>17,280</b>	<b>43,500</b>	<b>43,500</b>	

Total 2014 Capital Requests from Recreation Societies

776,196	118,220	198,780	317,000	317,000
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Approved

	2014 Budget	2014 Requests	change	2013 Budget	change	2012 Budget	change	2011	change	2010	change	2009	change	2008	change	2007	change
Fort Vermilion FCSS Operating	117,227	153,650	31.07%	117,227	0.00%	117,227	0.00%	117,227	0.00%	117,227	2.00%	114,929	0.87%	113,933	3.14%	110,463	1%
La Crete FCSS Operating	169,089	172,789	2.19%	169,089	0.00%	169,089	0.00%	169,089	0.00%	169,089	2.00%	165,775	0.87%	164,338	3.14%	159,332	1%
Zama FCSS Operating	7,025	7,025	0.00%	7,025	0.00%	7,025	0.00%	7,025	0.00%	7,025	2.00%	6,887	0.88%	6,827	3.14%	6,619	1%
<b>Total FCSS Funding Requested:</b>	<b>293,341</b>	<b>333,464</b>		<b>293,341</b>		<b>293,341</b>		<b>293,341</b>		<b>293,341</b>		<b>287,591</b>		<b>285,098</b>		<b>276,414</b>	
Provincial FCSS Funding (80%)	234,673	234,673		234,673		234,673		234,673		234,673	2.00%	230,073	0.87%	228,078	3.14%	221,131	1%
Municipal Share (20%)	58,668	58,668		58,668		58,668		58,668		58,668	2.00%	57,518	0.87%	57,020	3.14%	55,283	1%
Provincial + Municipal funding available:	293,341	293,341		293,341		293,341		293,341		293,341	2.00%	287,591	0.87%	285,098	3.14%	276,414	1%
Requested over funding available:	0	40,123		0		0		0		0		0		0		0	

The 20% municipal share is funded by the County's municipal taxes.

Mackenzie County  
Grants to Other Non-Profit Organizations

2014 Budget

Organization	Operating or Capital	Current Service Provisions	2012 Request an increase due to	2014 Request an increase due to	Funding will maintain the existing services provision?	2014 Budget	2014 Requests	2013 Budget	2012 Budget	2012 Requested	2011 Budget	2010
FV Agricultural Society - Heritage Centre	Operating	Heritage Museum	Year round employees are needed	As per 2013 request. Increase in salaries & benefits.	Yes	25,000	30,000	25,000	25,000	30,000	25,000	30,000
FV Area Board of Trade	Operating	Economic development	Educational, Community Beautification Clean Up, Website	Building repair & maintenance \$10,000. Project coordinator \$4000.	Yes	12,000	20,500	12,000	12,000	17,500	12,000	15,000
	Operating			100th Anniversary celebrations.	One-time event.	5,000	10,000	-	-	-	-	-
FV Royal Canadian Legion, Branch 243	Operating	Utilities	Utilities Increase			6,000	6,000	6,000	6,000	12,000		4,000
FV Senior Club	Operating	Services to Seniors	Utilities & Upgrade		Yes	4,000	4,000	4,000	4,000	6,000	4,000	4,000
FV Walking Trail - in TCA budget	Operating					-	10,000	10,000	10,000	10,000	10,000	10,000
FV Friends of the Old Bay House Society	Capital	Heritage preservation	Restoration of the Old Bay House	To match CFEP grant application. Certain costs not eligible for CFEP. County pays frontage and property taxes.		0	30,000	-	-	-	10,000	
FV Mackenzie Applied Research Association - budget includes \$35,000	Operating	Land lease and utility costs		Operating	Under review	-	0	50,000	-	-	-	
	Capital	Building + Water/Sewer		Capital - Building \$12,000 + Water & sewer \$20,000		32,000	32,000	0	-	-	-	
FV Northeast Community Adult Learning Council	Operating	FV & Area Family Literacy Incentive	No increase new grant application	Facilitate modules to train young mothers and caregivers in getting babies & toddlers interested in books, stories, etc.		0	7,000	-	-	-	-	
Fort Vermilion Recreation Society	Operating	FV 225th Anniversary Celebration			N/A	-	0	10,000	-	-	-	
LC Area Chamber of Commerce	Operating	Operating Funds	Increase staff, Professional Development for businesses, Improve La Crete's Economy	2014 objectives include: membership retention & increase value; improve La Crete's economy; increase & promote educational & career opportunities; form & expand partnership (e.g., REDI).	Yes	23,000	28,000	23,000	23,000	43,950	23,000	25,000
LC Agricultural Society - Mennonite Heritage Village	Capital	Heritage preservation	Museum Equipment, Shed Extension, New Siding for Wiebe Barn, Flour Mill Preservation, Northern Alberta Fun Flyers	Zero-turn mower, leaf & lawn vacuum, 3 point hitch, 2 filing cabinets & folders, bookshelf, dirt house, museum bone yard shelter roof.	Yes	10,000	30,000	10,000	10,000	25,000	10,000	20,000
	Operating	Heritage preservation	Museum Project Manager (wages) Accounting Review, Events	Museum Project Manager (wages), accounting review, events, yard and building maintenance.	Yes	35,000	50,000	35,000	35,000	89,000	35,000	35,000
	Operating	Utilities	Utilities		Yes	30,000	30,000	30,000	30,000	30,000	30,000	30,000
LC Field of Dreams Stampede Committee (Rodeo)	Capital	Rodeo Events				-	0	5,000	5,000		5,000	
LC Meals for Seniors	Operating	Provides a hot noon meal and social interaction for residents of the La Crete Altenheim	Rising costs of groceries, utilities as a substantial change in residency	Altenheim kitchen operations.	Yes - ongoing operation	4,000	5,000	4,000	4,000	5,000	4,000	4,000
LC Seniors Inn (drop-in centre)	Operating	Seniors services	No increase requested		Yes - ongoing operation	3,000	3,000	3,000	3,000	3,000	3,000	3,000
LC Walking Trails - in TCA budget	Operating			2013 approval was reallocated to TCA budget for Jubilee Park walking trails.		-	10,000	0	10,000	10,000	10,000	
LC Youth Activity Centre	Operating			Guest speaker engagement (Theo Fleury).		-	14,095	0	-			
LC Polar Cats	Operating	Brush clearing (one-time grant)				-	0	15,000	-			
Rainbow Lake Youth Centre Society	Capital			Bike/skate park.		10,000	15,000	-	-			
HL Rural Community Hall	Operating	Community Hall	No increase		Yes	10,000	10,000	10,000	10,000	10,000	10,000	
	Capital	Community events	Dishwasher & Air Conditioner			0	0	15,000	15,000	15,000	12,500	
High Level Golden Range Society	Operating	Seniors' Centre operating expenses		2014 operating budget = \$20,800.	Yes		18,000	5,000	-			
Rocky Lane Agricultural Society	Capital	Agricultural programs, cross country ski trails, ski rental facility, riding arena, community centre	Grooming Equipment / Skidoo	Continue upgrading. Increasing volume of ski equipment. Purchase arena. Grooming attachment. Arena gates. Equine obstacle equipment.		14,000	14,000	14,000	12,000	12,000	10,000	25,000
	Operating		No increase requested		Yes - will maintain the ongoing operation	14,000	14,000	14,000	14,000	12,000	12,000	12,000
	Operating - C/F amount from 2012 (in reserve)	Council committed \$50,000/year for three years (starting 2011) towards Rocky Acres Agricultural Program to be delivered by FVSD	No increase requested				0	50,000	50,000	50,000	50,000	
	Operating	Maintenance of ski trails (one-time grant)				-	0	15,000	-		-	
Mackenzie Regional Community Policing Society	Operating	Provide services to victims of crime or tragedy.		Increased operating costs: 2014 budget = \$150,000. Oversee, develop, implement and maintain quality of service.	Yes	10,000	40,000	-	-		10,000	
ZA Chamber of Commerce	Operating	Economic Development; Communities in Bloom	Summer/Winter Communities in Bloom Program Get to Know you Night/ Media/ Supplies		Yes	8,000	8,000	8,000	8,000	10,000	8,000	10,000
REDI	Operating	Regional Economic Development	Enhancing Economic Development			28,000	0	28,000	28,000	28,000	25,000	25,000
Mackenzie Tourism (DMO)	Operating					15,000	0	15,000	15,000	15,000	20,000	

Organization	Operating or Capital	Current Service Provisions	2012 Request an increase due to	2014 Request an increase due to	Funding will maintain the existing services provision?	2014 Budget	2014 Requests	2013 Budget	2012 Budget	2012 Requested	2011 Budget	2010
Alberta Beef Producers	Project			Animal health & welfare subcommittee requests funding for Bison survey flying SRD. to be held in reserve for 5 years.		0	35,000	-	-		-	
High School Bursaries		Bursary program				25,000	25,000	25,000	25,000	25,000	25,000	25,000
Cemeteries	Operating	Cemeteries maintenance	\$500 per cemetery as per policy			3,500	3,500	3,500	3,500	3,500	3,500	3,500
Miscellaneous		Small requests during a year	The proposed increase is based on multiple approvals from the past year.			15,000	15,000	15,000	15,000	15,000	1,000	1,000
						341,500	517,095	459,500	372,500	498,450	383,000	281,500
Total per Grants to Other Organizations Policy						270,000	473,595	388,000	301,000	426,950	328,500	227,000

Contribution to reserve:

The contribution to reserve is calculated by deducting the grant amounts from the \$200,000 annual limit on grants to other non-profit groups set by Council; the \$200,000 limit includes \$20,000 minimum annual contribution to the reserve; bursaries and funds committed to pay for utilities and insurance for the La Crete Heritage Centre are excluded from this computation.

Mackenzie County  
Cemeteries

2014 Budget

	2014 Request	2013 Budget	2012 Budget	2011 Budget	2010 Budget	2009 Budget	2008 Budget	2007 Budget	2006 Budget
St. Henry's RC Cemetary	500	500	500	500	500	500	500	500	500
St. Luke's Anglican Cemetary	500	500	500	500	500	500	500	500	500
La Crete Bergthaler	500	500	500	500	500	500	500	500	500
La Crete Christian Fellowship	500	500	500	500	500	500	500	500	500
North Paddle River Cemetary	500	500	500	500	500	500	500	500	500
Cornerstone Evangelical Church	500	500	500	500	500	500	500	500	500
Ruthenian Greek Cemetary	500	500	500	500	500	500	500	500	500
	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500



# Estimated Assessment And Tax Revenues

## Outline:

- i. Projected 2014 Assessment and Tax Revenue

**Mackenzie County**  
**Projected 2014 Assessment and Tax Revenue**

**2014 Budget**

	2013 assessment	% change estimated	Estimated 2014 assessment	2014 projected revenue
Residential Property	490,095,270	3.07%	505,149,472	3,829,886
Commercial Property	126,299,360	6.93%	135,047,783	1,607,729
Industrial Property	111,735,770	-2.07%	109,421,111	1,261,623
Farmland Property	43,060,180	-0.04%	43,042,639	434,431 (1)
Machinery & Equipment	340,209,990	-4.00%	326,601,590	3,887,539
Linear	1,112,090,020	-1.72%	1,092,984,994	13,050,655
Grants in Lieu	13,878,820	0.00%	13,878,820	70,379
<b>Total Taxable Assessment</b>	<b>\$2,237,369,410</b>	<b>-0.50%</b>	<b>\$2,226,126,410</b>	<b>\$24,142,242</b>
Tax exempt assessment	158,627,010	0.00%	158,627,010	0
<b>Total Assessment</b>	<b>\$2,395,996,420</b>	<b>-0.47%</b>	<b>\$2,384,753,420</b>	<b>\$24,142,242</b>

**Tax levy required**

**24,142,243**

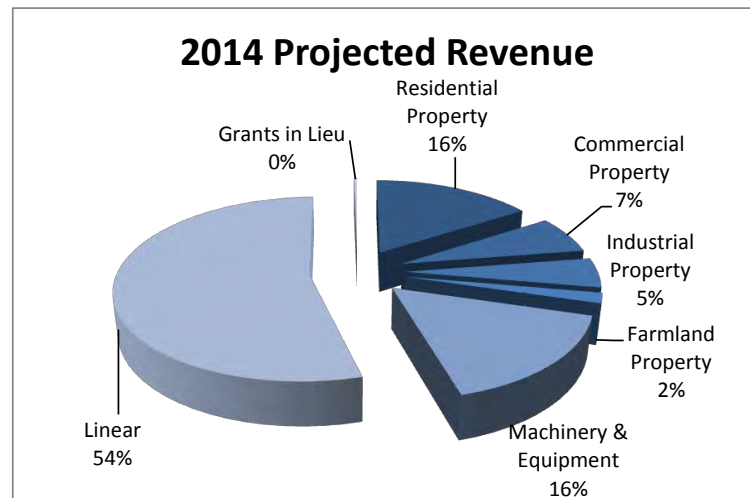
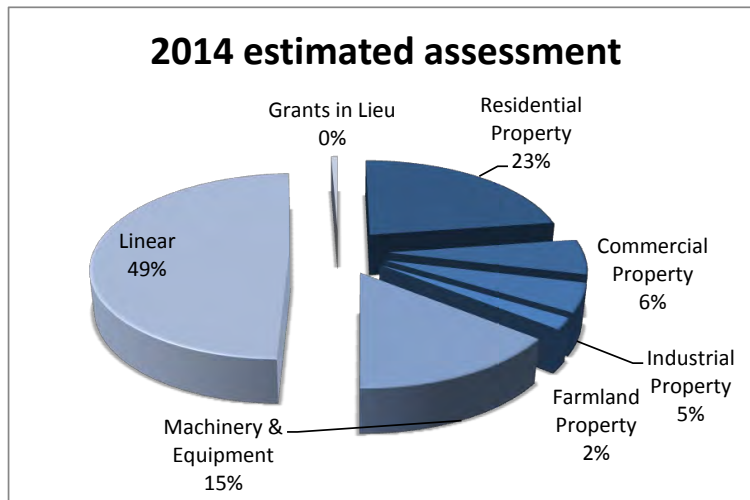
**Short of funds**

**\$0**

Notes:

(1) Includes **\$119,997** from estimated effect of \$75 minimum farmland property tax.

(2) Please note that 2013 tax bylaw rates were used in the calculation of projected 2014 tax revenue.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Alberta Capital Finance Authority – Master Loan Agreement</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie County borrows funds towards some of its capital projects from Alberta Capital Finance Authority.

We received notification that effective January 1, 2014, municipal applicants will be required to have a Master Loan Agreement in place in addition to submitting an application as per the current process.

ACFA Bulletin is attached. The following is highlighted in the bulletin:

*“Class B, C and D shareholders will be required to submit a Master Loan Agreement for all loans issued after January 1, 2014.”*

*“ACFA requires only one Master Loan Agreement to be submitted and up to date for each shareholder. All future debentures will reference the current Master Loan Agreement on file for that shareholder.”*

### **OPTIONS & BENEFITS:**

Since the County is planning to continue borrowing funds, it is necessary to enter into the Master Loan Agreement. Please review the attached document.

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

NA

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

**SUSTAINABILITY PLAN:**

NA

**COMMUNICATION:**

NA

**RECOMMENDED ACTION:**

That Mackenzie County enters into a Master Loan Agreement with the Alberta Capital Finance Authority.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

Alberta Capital Finance Authority (ACFA) would like to advise its shareholders that it has introduced a **new policy applicable to loan security**, effective January 1, 2014.

The ACFA [Loan Security Lending Policy](#) (Resolution No. 255 / Appendix R of the [Borrowing Manual](#)) provides clarity on the security required for issuance of loans to the specific shareholder groups. Due to unique situations in each shareholder group, the security requirements differ slightly across shareholder classifications.

*Please note: the ACFA [Lending Policy](#) (Resolution No. 247 / Appendix I of the [Borrowing Manual](#)) is also still in effect.*

## **Loan Security Lending Policy (effective January 2014)**

### **Class B, C, and D Shareholders**

Class B, C and D shareholders will be required to submit a Master Loan Agreement for all loans issued after January 1, 2014. This document is executed by both ACFA and the shareholder, unlike the current form of debenture that is presently only signed by the shareholder. The Master Loan Agreement provides clarity on the terms and conditions that are applicable to all loans with ACFA.

The Master Loan Agreements are available in the [Borrowing Manual](#) and will be a required document for all loans issued after January 1, 2014. ACFA requires only one Master Loan Agreement to be submitted and up to date for each shareholder. All future debentures will reference the current Master Loan Agreement on file for that shareholder. All loans (debentures) with ACFA prior to January 1, 2014 will be grandfathered and will not require a reference to the Master Loan Agreement.

If you require this document to be tabled and approved by your council, please do so as soon as possible to avoid any potential delays if you are planning to borrow in March 2014.

### **Class E Shareholders**

Class E shareholders will be required to pledge all present and after-acquired personal property (ALLPAPP) or an alternate security agreed upon by ACFA for all loans issued after January 1, 2014. The pledge of ALLPAPP security will be referenced in all general security agreements going forward as applicable and where no alternate form of security is agreed upon. All loans issued prior to January 1, 2014 will be grandfathered, and will not require retroactive action to amend any existing general security agreements.

Historically, ACFA has lent to post-secondary educational institutions primarily for ancillary capital projects. These projects have, for the most part, been revenue generating, self-sustaining projects. The current movement toward financing academic capital projects was not previously a component of the partnership between ACFA and the post-secondary institutional shareholders. The intention to borrow for the purposes of funding the building of academic capital necessitates the additional security requirement.

Please ensure that proper authority is granted by your governing bodies to all individuals responsible for signing financial agreements.

**ACFA BORROWING MANUAL: APPENDIX S**  
**Master Loan Agreement – Municipalities**

**THIS AGREEMENT IS MADE EFFECTIVE AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_**  
(the “Effective Date”).

**BETWEEN:**

**ALBERTA CAPITAL FINANCE AUTHORITY,**  
a corporation continued under the *Alberta Capital Finance Authority Act* (Alberta)  
("ACFA")

- and -

\_\_\_\_\_,  
a corporation established under the *Municipal Government Act* (Alberta)  
(the “Borrower”)

**MASTER LOAN AGREEMENT**

**WHEREAS:**

- A. The Borrower plans to undertake capital projects from time to time;
- B. The Borrower has asked ACFA to finance capital projects from time to time and ACFA is prepared to do so, all upon the terms and conditions herein; and
- C. This agreement sets forth the terms and conditions for the financing of capital projects between the Borrower and ACFA pursuant to one or more debentures incorporating by reference the terms and conditions of this agreement.

**NOW THEREFORE** the parties agree as follows:

**Section 1 – Definitions and Interpretation**

- 1.1 In this Agreement, the following words and terms shall have the meanings as set out below:
  - (a) “Agreement” means this agreement, as may be amended by mutual agreement from time to time;
  - (b) “Capital Project” means a capital project of the Borrower approved for financing by ACFA in writing from time to time;

- (c) "Closing Date" means a date as the parties may mutually determine from time to time in writing with regard to the financing of a Capital Project by ACFA;
  - (d) "Debenture" means a document signed and delivered by the Borrower in the form as required by ACFA in respect of the financing of a Capital Project by ACFA, as may be amended by mutual agreement from time to time;
  - (e) "Effective Date" means the date as set out at the top of the first page of this Agreement;
  - (f) "Events of Default" means any event as set out in Section 8.1; and
  - (g) "Principal Amount" means the total amount of monies advanced or to be advanced to the Borrower by ACFA in respect of the financing of a Capital Project and as particularly set out in a Debenture.
- 1.2 This Agreement shall be governed and interpreted in accordance with the laws in force in the Province of Alberta. The parties hereby submit to the exclusive jurisdiction of the Courts of Alberta.
- 1.3 All references to dollar amounts in this Agreement shall be in the lawful currency of Canada.
- 1.4 Time in all respects shall be of the essence of this Agreement.
- 1.5 As the context of this Agreement so requires, words that import the singular shall include the plural, and vice versa, and words that import a particular gender shall include all other genders.
- 1.6 The division of this Agreement into sections and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
- 1.7 Unless otherwise expressly stated, all references to section numbers and schedules herein shall be deemed to mean the section numbers and schedules contained within this Agreement.

## **Section 2 – Financing of Capital Projects**

- 2.1 Subject to the other provisions of this Agreement, ACFA shall loan to the Borrower, and the Borrower shall borrow from ACFA, each Principal Amount on the applicable Closing Date upon the terms and conditions set out in this Agreement and each Debenture.
- 2.2 The Borrower shall only use a particular Principal Amount to finance the planning, design and construction costs of the related Capital Project.
- 2.3 To evidence the Borrower's obligation to repay a particular Principal Amount and accrued interest thereon, the Borrower shall execute a Debenture and deliver it to



ACFA on or before the applicable Closing Date. The terms set out in this Agreement shall be incorporated into each Debenture by reference. Each Debenture constitutes a separate, distinct and independent:

- (a) financing of a Capital Project; and
- (b) contractual obligation of the Borrower.

2.4 Disbursement of the loan monies by ACFA to the Borrower may occur in instalments as set out in each Debenture.

### **Section 3 – Interest**

3.1 The particular Principal Amount, or any part thereof that remains due and owing to ACFA from time to time, shall bear interest in the manner and at the rate set out in each Debenture.

### **Section 4 – Payments**

4.1 The Borrower shall repay each particular Principal Amount and accrued interest thereon to ACFA in instalments until the maturity date, all as is more particularly set out in each Debenture. Each instalment payment shall be made by preauthorized debit of the Borrower's bank account, or by such other means as may be mutually agreed between the parties, on or before the applicable date set out in the Debenture.

4.2 The Borrower shall not be entitled to prepay the whole or any part of any Principal Amount and accrued interest thereon except as may be permitted by ACFA in its sole discretion, which if permitted shall be subject to such terms and conditions that ACFA may prescribe.

### **Section 5 – Payment Assurance**

5.1 In the event that the Borrower fails to, or is in jeopardy of failing to, make payments as required under Section 4.1, the Borrower shall impose and collect taxes on all taxable property and businesses in its municipality of an amount sufficient to pay to ACFA all amounts in arrears and becoming due and owing under this Agreement or any Debenture.

5.2 In authorizing its borrowing of each Principal Amount, the Borrower's authorizing bylaw shall specifically obligate the Borrower to impose and collect adequate taxes as required under Section 5.1, with such obligation being set out in the form as required by ACFA. Such obligation shall not be amended or rescinded without the prior written consent of ACFA.

## **Section 6 – Representations and Warranties**

- 6.1 The Borrower hereby represents and warrants to ACFA, and acknowledges that ACFA is relying upon such representations and warranties, that as of the Effective Date and each Closing Date:
- (a) it is a valid and subsisting corporation established under the *Municipal Government Act* (Alberta) ;
  - (b) it has the corporate power and authority to execute, deliver and carry out the terms and conditions of this Agreement and has taken all necessary acts and proceedings to authorize the execution, delivery and performance of this Agreement;
  - (c) the execution, delivery and performance by the Borrower of this Agreement does not contravene or constitute a default under any:
    - (i) provision of its bylaws;
    - (ii) law or regulation which is applicable to the Borrower; or
    - (iii) agreement by which the Borrower is a party or by which it is bound;
  - (d) no event has occurred or is continuing which constitutes an Event of Default;
  - (e) it is not in breach or default of any of the terms or conditions of any other agreement with ACFA or any instrument (including without limitation any debenture) issued to ACFA;
  - (f) this Agreement, when duly executed and delivered, will constitute an authorized, valid and legally binding obligation of the Borrower enforceable in accordance with its terms, subject to the rights of creditors generally and the availability of equitable remedies;
  - (g) each Principal Amount is less than or equal to the estimated total planning, design and construction costs of the applicable Capital Project; and
  - (h) the probable lifetime of each Capital Project upon construction completion is estimated to exceed the term of the loan under the applicable Debenture.

## **Section 7 – Construction and Completion of the Capital Project**

- 7.1 For the purposes of this Section 7, construction of each Capital Project shall be deemed to be complete on the date that the consulting architect or engineer for the project issues a certificate of substantial performance for the entire project, or if no such consultant exists, the date that such certificate is issued by the contractor responsible for the construction of the project.

- 7.2 If required by ACFA from time to time, the Borrower shall provide to ACFA a written progress report on the construction of a Capital Project. Such progress reports shall include such information and supporting documents as may be prescribed by ACFA from time to time. Upon the construction completion of each Capital Project the Borrower shall forthwith provide written notice to ACFA.
- 7.3 If required by ACFA, after construction completion of a Capital Project the Borrower shall deliver to ACFA a certificate from the consulting architect or engineer stating the total costs of planning, design and construction. If no such consultant exists, such certificate shall be issued by the contractor responsible for the construction of the particular project.
- 7.4 The Borrower shall keep and maintain, in accordance with applicable accounting standards, complete and accurate books, records and accounts relating to the planning, design and construction costs of each Capital Project. From time to time upon the written request of ACFA, the Borrower shall provide to ACFA (and any of its representatives) such documents to examine and audit and to make copies and take extracts thereof.
- 7.5 In the event that the final total planning, design and construction costs of a Capital Project is less than the applicable Principal Amount, the Borrower shall, upon the written request of ACFA, repay the difference (or so much thereof as requested) to ACFA within thirty (30) days. Such repayment shall be considered to be a prepayment of a part of the particular Principal Amount under Section 4.2 and shall therefore be subject to such terms and conditions that ACFA may prescribe.

## **Section 8 – Default**

- 8.1 Upon the occurrence of any one or more of the following "Events of Default", ACFA may, upon written notice to the Borrower, declare to be immediately due and payable the entire amount of any Principal Amount, or any part thereof that remains due and owing to ACFA, together with accrued interest thereon and any other amounts due and owing under this Agreement, whereupon such amounts shall become immediately due and payable without presentment, demand, protest or other notice of any kind, all of which are hereby expressly waived by the Borrower:
- (a) the Borrower fails to make any payments as required pursuant to this Agreement or a Debenture when due and payable;
  - (b) the Borrower fails to duly perform and observe any other terms or conditions of this Agreement or any Debenture;
  - (c) the Borrower makes an assignment for the benefit of its creditors, or is declared bankrupt or makes a proposal under the *Bankruptcy Act* (Canada), or a custodian, receiver, receiver manager, official administrator or other such official is appointed with respect to the Borrower or the Borrower's property;

- (d) the Borrower is subject to any proposed or actual dissolution or winding-up proceedings, enactment or order;
- (e) any representation or warranty made by the Borrower under this Agreement or any Debenture is untrue or misleading as of the date when made or deemed to have been made; or
- (f) the Borrower is in breach or default of any of the terms or conditions of any other agreement with ACFA or of any debenture issued by the Borrower to ACFA, whether entered into or issued prior to, as of or after the Effective Date.

8.2 The remedies of ACFA set out in this Agreement shall be in addition to, and not in lieu of, any other remedies that ACFA may have in law or equity.

### **Section 9 – Costs, Expenses and Damages**

- 9.1 All out-of-pocket expenses and costs incurred by ACFA in relation to the granting and disbursement of a loan pursuant to Section 2.1 shall be reimbursed to ACFA within 30 days of the receipt of written notice by the Borrower.
- 9.2 The Borrower shall pay to ACFA forthwith on demand all costs, expenses and damages, including without limitation all legal fees on a solicitor and his own client basis, incurred or suffered by ACFA in relation to:
- (a) any breach or default of the terms or conditions of this Agreement or any Debenture by the Borrower; and
  - (b) the enforcement of ACFA's rights and interests under this Agreement.
- 9.3 For greater certainty, the Borrower hereby acknowledges and agrees that in the event of any prepayment of the whole or any part of any Principal Amount and accrued interest thereon, whether pursuant to Section 4.2 with the consent of ACFA or by reason of an Event of Default, ACFA shall be entitled to claim and demand from the Borrower all losses and damages that ACFA suffers in relation to the termination or unwinding of any derivative transactions (including without limitation interest rate swap transactions) with third parties that ACFA has entered into (whether directly or through its agent Her Majesty the Queen in right of Alberta) in relation to this Agreement or any Debenture. The amount of such losses and damages shall be paid to ACFA forthwith on demand.

### **Section 10 – Deliverables**

- 10.1 Prior to the disbursement of any Principal Amount (or as applicable, the initial instalment) by ACFA to the Borrower, the Borrower (or its solicitors) shall deliver to ACFA (or its solicitors) original duly signed copies of the following documents:
- (a) this Agreement (4 copies, if not previously provided to ACFA);
  - (b) the applicable Debenture (1 copy); and

- (c) a pre-authorized debit form authorizing ACFA to debit the Borrower's bank account for instalment payments in the form as required by ACFA (if not previously provided to ACFA).

**Section 11 – Conditions Precedent**

- 11.1 The obligation of ACFA to disburse any Principal Amount (or as applicable, the initial instalment) is subject to the satisfaction of the following conditions precedent:
  - (a) ACFA shall have received all documents described in paragraph 10.1 as applicable to each loan, each in form and substance satisfactory to ACFA;
  - (b) All representations and warranties of the Borrower contained in this Agreement are true and correct as at the date of each advance of any Principal Amount (or as applicable, the initial instalment); and
  - (c) No Event of Default as set out in paragraph 8.1 of this Agreement has occurred and is continuing.

**Section 12 - Notices**

- 12.1 Any notice, consent, request, approval or other communication under any provision of this Agreement must be in writing to be effective, and is effective when delivered by any means, including fax transmission or e-mail, to the following respective addresses:

To: ACFA

Alberta Capital Finance Authority  
Suite 2160 Sun Life Place  
10123 – 99th Street NW  
EDMONTON, Alberta, T5J 3H1  
Fax: 780-422-2175

Attention: President  
E-mail: [troy.holinski@gov.ab.ca](mailto:troy.holinski@gov.ab.ca)

To: the Borrower (name and address):

\_\_\_\_\_  
Attention: \_\_\_\_\_  
E-mail: \_\_\_\_\_

- 12.2 Either party may change its address information by giving notice to the other in the above manner. The onus shall be on a party asserting delivery of a notice, consent, approval or other communication to establish that it was delivered in accordance with the foregoing, provided that in the case of e-mail such onus shall be discharged

by proof that an e-mail sent to the designated e-mail address was received and opened at that e-mail address.

### **Section 13 - General**

- 13.1 No failure or delay by ACFA in exercising any right, power or privilege as set out in this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or any other right, power or privilege.
- 13.2 ACFA shall be entitled to grant any extensions of time or other indulgences, give up security, compromise, grant releases and discharges, and otherwise deal with the Borrower without prejudice to its rights herein.
- 13.3 This Agreement may not be amended except by written agreement. No waiver of any provision of this Agreement shall be effective unless such waiver is in writing.
- 13.4 The parties shall with reasonable diligence take all action, do all things, attend or cause their representatives to attend all meetings and execute all further documents, agreements and assurances as may be required from time to time in order to carry out the terms and conditions of this Agreement in accordance with their true intent.
- 13.5 This Agreement, together with the provisions of the applicable Debenture, constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior agreements and understandings relating to the same subject matter.
- 13.6 The Borrower shall not assign this Agreement or any part thereof or any rights hereunder, without the prior written consent of ACFA.
- 13.7 This Agreement shall enure to the benefit of and be binding upon the parties' respective successors and permitted assigns.
- 13.8 This Agreement may be executed in counterparts, and the counterparts together shall constitute one agreement. Communication of an executed copy of this Agreement, or of any counterparts thereto, by facsimile transmission or electronically in portable document format (PDF) shall constitute good and effective delivery.

**WHEREFORE** the parties hereto have signed this Agreement effective as of the Effective Date.

**ALBERTA CAPITAL  
FINANCE AUTHORITY**

\_\_\_\_\_  
(Name of Corporation)

Per: \_\_\_\_\_  
Troy Holinski, President

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Please note:**

- *Bulletin related to this policy:* [Bulletin - Loan Security Lending Policy](#) (January 2014)
- *Also still in effect:* [Lending Policy](#) (January 2004)

**ALBERTA CAPITAL FINANCE AUTHORITY**

**RESOLUTION NO. 255  
OF THE BOARD OF DIRECTORS**

**(Being a resolution relating to the Lending Policy  
of Alberta Capital Finance Authority)**

**WHEREAS** the business of Alberta Capital Finance Authority (the "Authority") is to provide its shareholders with loan financing and refinancing for existing or ongoing capital projects, public works, buildings and other structures;

**WHEREAS** under the authority of the *Alberta Capital Finance Authority Act* (the "Act"), the Authority has the power to make loan financing available to its shareholders on the terms and conditions that the Board considers advisable;

**WHEREAS** the Authority has a responsibility pursuant to the Act to manage its financial and business affairs in such a manner so as to enhance the Authority's ability to effectively carry out its activities in an economical, adequately secured, and efficient manner;

**WHEREAS** the Authority wishes to provide its shareholders with flexible forms of loan financing subject to the Authority's responsibility to minimize the Authority's risk of loss by requiring adequate and appropriate forms of security and collateral to secure the repayment of the loan financing; and



**WHEREAS** the Board of Directors of the Authority wishes to provide direction on the Authority's lending policies for different classes and types of shareholders;

**NOW THEREFORE IT IS HEREBY RESOLVED AND ENACTED AS A RESOLUTION OF THE AUTHORITY THAT:**

1. The Lending Policy of the Authority set out in the schedule to this Resolution is hereby enacted to be the current Lending Policy of the Authority.

**CERTIFICATE**

I, Amanda Morrison, Corporate Secretary of the Alberta Capital Finance Authority, do hereby certify under the seal of the Authority that the foregoing is a true copy of Resolution No. 255 of the Authority and that the resolution was passed at a meeting of the Board of Directors of the Authority duly called and held on the 17<sup>th</sup> day of October 2013 at which a quorum of the Directors was present and voted in favour of the resolution.

Original signed by

*Corporate Secretary*

**SCHEDULE 1**  
**LENDING POLICY OF ALBERTA CAPITAL FINANCE AUTHORITY**  
**A CORPORATION CONTINUED UNDER THE**  
***ALBERTA CAPITAL FINANCE AUTHORITY ACT (ALBERTA)***  
**Effective January 1, 2014**

1. Definitions and Interpretation

In this Lending Policy:

- (a) “Act” means the *Alberta Capital Finance Authority Act*, R.S.A., 2000, Chapter A-14 and accompanying regulation as amended from time to time or any statute or statutes passed in substitution therefor;
- (b) “Authority” means the Alberta Capital Finance Authority;
- (c) “Board” means the board of directors of the Authority; and
- (d) “President” means the president of the Authority as appointed by the Board from time to time, and includes any person acting for the president from time to time by delegation of authority by the Board or the president or pursuant to the bylaws of the Authority.

Words and expressions which have a special meaning assigned to them in the Act have the same meaning in this Lending Policy. In this Lending Policy words in the singular include the plural and words in the plural include the singular.

2. To secure the repayment of loan financing provided by the Authority, the borrowing shareholder shall, with each transaction, provide to the Authority an executed debenture in the form prescribed by the President from time to time.

3. To secure the repayment of loan financing provided to different classes and types of shareholders, the following additional forms of security and collateral, as applicable, shall be provided to the Authority:

(a) Class B shareholders:

- i) For municipal authorities that are Metis settlements, a written and subsisting general security agreement granting to the Authority a security interest in all of the borrowing Metis settlement's present and after-acquired personal property, with the Authority's security interest having first priority over all other creditors of the Metis settlement;
- ii) For all other Class B municipal authorities, a written and subsisting loan agreement for each transaction the terms of which include an obligation upon the borrowing municipal authority to impose and collect taxes on all taxable property and businesses in its municipality in the event that it fails to, or is in jeopardy of failing to, make loan payments, with the taxes being of an amount sufficient to pay to the Authority all amounts in arrears and becoming due and owing under the credit advanced pursuant to the loan agreement;
- iii) For regional authorities that are regional airports authorities established under the *Regional Airports Authority Act*, an assignment of ground leases whereby the borrowing regional airport authority agrees to assign to the Authority all of its present and future ground leases, licences, tenancy agreements and rents with respect to lands applicable to the credit advanced, with the assignment having first priority over all other financial encumbrances registered against title to the lands;
- iv) For all other Class B regional authorities, a written and subsisting loan agreement for each transaction the terms of which include an obligation upon the borrowing regional authority to impose and collect fees, charges and other levies as permitted by its governing legislation in the event that it fails to, or is in jeopardy of failing to, make loan payments, with the fees, charges and

levies being of an amount sufficient to pay to the Authority all amounts in arrears and becoming due and owing under the credit advanced pursuant to the loan agreement;

- v) For health authorities, security will be assessed and required on a case by case basis with each transaction as required by the President. Preferred security is a collateral mortgage whereby the health authority agrees to grant to the Authority a mortgage over lands applicable to the credit advanced. As an alternative to mortgage security, collateral may be required in the form of an assignment of rents and leases whereby the health authority agrees to assign to the Authority all of its present and future leases, licences, tenancy agreements and rents with respect to the lands (or part thereof) applicable to the credit advanced, with the assignment having first priority over all other financial encumbrances registered against title to the lands;

(b) Class C shareholders:

For cities established under the *Municipal Government Act*, a written and subsisting loan agreement for each transaction the terms of which include an obligation upon the borrowing city to impose and collect taxes on all taxable property and businesses in the city in the event that it fails to, or is in jeopardy of failing to, make loan payments, with the taxes being of an amount sufficient to pay to the Authority all amounts in arrears and becoming due and owing under the credit advanced pursuant to the loan agreement;

(c) Class D shareholders:

For towns established under the *Municipal Government Act*, a written and subsisting loan agreement for each transaction the terms of which include an obligation upon the borrowing town to impose and collect taxes on all taxable property and businesses in the town in the event that it fails to, or is in jeopardy of failing to, make loan payments, with the taxes being of an amount sufficient to pay to the Authority all amounts in arrears and becoming due and owing under the credit advanced pursuant to the loan agreement; and

(d) Class E shareholders:

For all educational authorities, a written and subsisting general security agreement granting to the Authority a security interest in all of the borrowing educational authority's present and after-acquired personal property, with the Authority's security interest having first priority over all other creditors of the educational authority. The aforementioned security interest in personal property shall not extend to cash flows of the educational authority that are "restricted purpose funds". "Restricted purpose funds" shall be determined at the sole discretion of the Board or the President and shall be understood to include, but not be limited to, grants, donations, endowment funds or research funds that are required to be used by the educational authority in a specific way or for a specific purpose pursuant to conditions imposed by the provider of the funds. As an alternative to a general security agreement for specific transactions the borrowing educational authority may grant to the Authority a mortgage over lands applicable to the credit advanced, with the mortgage having first priority over all other financial encumbrances registered against title to the lands. As a further alternative to a general security agreement and mortgage security for specific transactions the borrowing educational authority may assign to the Authority all of its present and future leases, licences, tenancy agreements and rents with respect to the lands (or part thereof) applicable to the credit advanced, with the assignment having first priority over all other financial encumbrances registered against title to the lands.

4. Notwithstanding the above, the President shall have the authority to accept forms of security from time to time which do not constitute a first in priority financial encumbrance against the collateral secured if the value of the prior ranking financial encumbrances plus the total value of the credit advanced and proposed to be advanced by the Authority to the borrowing shareholder (which is secured by the collateral) does not exceed the current and expected future value of the collateral.
5. The Authority reserves the right to require any additional or alternative security and collateral not previously mentioned herein as it may pertain to prudent lending practices of collateralizing specific loans as may be required by the Board or the President from

time to time. In particular, additional or alternative security may be required if the value of any existing and proposed security is insufficient to secure the total value of all outstanding credit advanced and proposed to be advanced to the borrowing shareholder.

6. The Board reserves the right to waive, under extenuating circumstances, any of the security requirements set out in this Lending Policy as it deems necessary or desirable from time to time.
  
7. This Lending Policy is effective as of the date stated at the beginning of this policy and continues in effect unless rescinded by the Board. This Lending Policy does not apply to previously granted loan financing and any outstanding shareholder loans will not require retroactive collateralization. However, from the effective date of this Lending Policy, any outstanding loan balances of a shareholder will be taken into consideration by the Authority with respect to the provision of new financing from a total liability perspective.

**Please note:**

- *Bulletin related to this policy:* [Bulletin - Lending Policy Changes](#) (January 2004)
- *See also:* [Loan Security Lending Policy](#) (effective January 2014)

**ALBERTA CAPITAL FINANCE AUTHORITY**

**RESOLUTION NO. 247**  
**OF THE BOARD OF DIRECTORS**

**(Being a resolution relating to the term and conditions  
for lending money to the shareholders of the Authority)**

**WHEREAS**, under the authority of the *Alberta Capital Finance Authority Act* (the "*Act*"), the Alberta Capital Finance Authority (the "*Authority*") has the power to make financing available to its shareholders on the terms and conditions that the Board considers advisable;

**NOW THEREFORE IT IS HEREBY RESOLVED AND ENACTED AS A RESOLUTION THAT:**

Definitions

1(1) In this resolution:

- (a) unless a contrary intention appears, words have the meaning prescribed by the *Act*;
- (b) "President" means the President of the Authority;
- (c) "penalty" means two, three or four months of interest as defined in Section 8(1) of this resolution; and

- (d) "stop-loss settlement" means the present value of the interest loss to the Authority over the remaining term to the maturity of the loan as calculated by the President by and on behalf of the Authority.
- 2(1) Applications for loans by all shareholders shall have the following documents attached:
- (a) an application for a loan in the form prescribed by the President signed by a duly authorized officer of the applicant;
  - (b) a certified copy of a by-law or resolution enacted by the applicant authorizing the proposed borrowing; and
  - (c) for applicants under the *Municipal Government Act*:
    - i) a copy of the financial information return prepared pursuant to Section 277 of the *Municipal Government Act* (file one per year);
    - ii) a copy of the latest audited financial statement (file one per year); and
  - d) a copy of the debt limit worksheet (municipalities with a credit rating of "A" or better are exempt).
    - i) evidence establishing the approval of the Minister of Education.
  - e) for applicants under the *Post Secondary Learning Act*:
    - i) the Order in Council approving the borrowing.
  - f) for applicants under the *Alberta Regional Airport Authorities Act*:
    - i) a draw request for a loan in accordance with the provisions, if any, in the applicable loan agreement signed by a duly authorized officer of the Regional Airport Authority; and
    - ii) in respect of the initial draw request, a certified copy of a resolution passed by the Board of the Regional Airport Authority authorizing the proposed borrowing.



- g) for applicants under the *Métis Settlements Act*:
    - i) certified copy of the settlement’s borrowing by-law;
    - ii) certified copy of the settlement’s borrowing resolution;
    - iii) copy of most recent audited financial statements; and
    - iv) any other documentation pertaining to security as may be required by the Board/Management.
  - h) for applicants under the *Municipal Government Act*, specifically regional service commissions:
    - i) for commissions established as of January 1, 2011, membership agreements must include a “take or pay” clause deemed appropriate by Management. Commissions established prior to January 1, 2011 will be grandfathered.
    - i) any other documentation or information as may be required from time to time by the President.
- 2(2) An application shall be made for each project authorized by a by-law or resolution of the applicant or, in the case of a Regional Airport Authority, a separate draw request shall be made for each draw request under any applicable loan agreement.
- 3(1) The term for loans for various types of capital expenditures and the refinancing of external loans for capital expenditures shall be such as is acceptable to the President for and on behalf of the Authority for terms up to 40-years up to but not exceeding the life of the capital project.

**Capital Expenditure**

**Maximum Term of Loan**

Bridge, construction	40 years
Hospital, school, university, college – buildings	40 years
Irrigation or drainage, water and sewer, purchase or construction	40 years

Land, purchase	40 years
Municipal building, senior citizen's lodge purchase or construction	40 years
Landfill expansion and development	25 years
Public utility, purchase or construction	25 years
Curb, gutter and sidewalk, construction	20 years
Hard-surfacing	20 years
Sub-division services (all inclusive) construction	20 years
Fire fighting or ambulance equipment, purchase	15 years
Urban transit equipment, purchase	15 years
Culvert, construction	10 years
Refitting for energy conservation	10 years
Equipment, purchase (other than specified herein)	10 years
Cars and trucks, purchase	5 years
Grading and graveling	5 years
Computer hardware and/or software	5 years

3(2) Section 3(1) does not apply to capital expenditures by a Regional Airport Authority. The term of loans to a Regional Airport Authority or other types of loans for capital expenditures not provided for in section 3(1) above shall be as established by the Board from time to time.

4(1) Subject to the power of the Board to establish terms for loans for capital expenditures under section 3(2), the President for and on behalf of the Authority may approve loan applications made by shareholders except as noted in Resolution No. 248.

- 5(1) Loans will be issued quarterly around March 15, June 15, September 15 and December 15 depending upon market conditions. Borrowers will be required to commit 30-days in advance of the quarterly date above.
- 6(1) The rate of interest the Authority may charge for loans shall be based on a blended rate basis as determined by the President aggregated on the Authority's cost of borrowing money (legal and commission costs), its operating costs, both of which shall be as determined by the President, and the impact of repayment structure and term of the loan. The President shall report to each meeting of the Board the interest rates for loans since the last meeting of the Board.
- 6(2) For loans made after January 1, 2004, a borrower may elect to select a specific date when the rate can be reset that is different from the amortization period. This ability may affect the rate charged on the loan.
- 7(1) Debentures issued and sold to the Authority by a borrower as security for a loan shall provide for the semi-annual equal payments including principal and interest, unless the President approves repayment on a different term. Any cost associated with repayments on a different term will be included in the determination of the interest rate charged. Repayment on loans made prior to December 31, 2003 will remain as currently established.
- 8(1) The President shall report to each meeting of the Board on the loans made since the last meeting of the Board and for each loan shall provide:
- (a) the name of the borrower;
  - (b) the amount and purpose for which the loan was made;
  - (c) the term of the loan;
  - (d) the interest rate; and

(e) any other information the Board may require.

9(1) For loans made prior to December 31, 2003, with the approval of the President, a borrower may repay a loan in part or in full, or may obtain a reduction of the original loan term, or both, at any time prior to the maturity date of the loan if the borrower pays the lesser of a “stop-loss” settlement or a penalty determined as follows:

- 2 months of interest on the amount of the loan prepaid or reduced in term if the unexpired term or the reduction of the term of the original loan is less than 5 years;

- 3 months of interest on the amount of the loan prepaid or reduced in term if the unexpired term or the reduction of the term of the original loan is 5 years but less than 10 years; and

- 4 months of interest on the amount of the loan prepaid or reduced in term if the term of the original loan prepaid or the reduction of the term is 10 years or more.

Each shareholder can make cumulative prepayments, and/or reductions in term, commencing January 1, 1987 under the penalty provision of not more than 7.5 per cent of its debt owing to the Authority as at December 31, 2003 less any future payments of principal related to that debt. Prepayment made under Section 8(4) of this resolution, and term extensions are not considered as forming part of this limitation. Prepayments plus reductions in term in excess of this limit and prepayments made with funds borrowed from any source shall be subject to the full “stop-loss” settlement.

9(2) For all loans made after January 1, 2004, all prepayments or extensions of terms will be made on a full stop-loss settlement basis which includes costs related to the termination of the related swap.

9(3) With the approval of the President, a borrower may obtain an extension in term to debentures made prior to December 31, 2003, at any time prior to the maturity date of a loan provided the borrower pays the difference between the rate on the existing loan and the rate that would have been charged for the longer term at the time the loan was made,

as calculated by the President by and on behalf of the Authority and, provided that the borrower pays the higher rate for the balance of the term of the re-written loan.

- 9(4) With the approval of the President, special assessment local improvement debentures made before December 31, 2003 which are a direct charge on the property of ratepayers may be prepaid provided the funds used for the prepayment have, in turn, been prepaid to the municipality by the taxpayers involved in the special assessment levy without penalty. Prepayment of special assessment local improvement loans made after January 1, 2004 will be subject to the full stop-loss settlement which can be passed on to the ratepayer.
- 9(5) Any request for:
- (a) prepayment prior to maturity of a loan; or
  - (b) the reduction or extension of the original loan term
- which is not approved by the President shall be referred to the Board for its decision at the next meeting of the Board.
- 9(6) The President shall report to each meeting of the Board on prepayments and changes in the term of loans made since the last meeting of the Board noting penalty assessed in each case.
- 9(7) On application to it by a borrower, the Board may, at its sole discretion, exempt that borrower from the requirement to pay the “stop-loss” settlement or penalty assessed for a specific loan.
- 10(1) This resolution replaces Resolution No. 223 and is to take effect on December 8, 2011.

**CERTIFICATE**

I, Jacqueline Hui, Corporate Secretary of the Alberta Capital Finance Authority, do hereby certify under the seal of the Authority that the foregoing is a true copy of Resolution No. 247 of the Authority that the foregoing is a true copy of Resolution No. 247 of the Authority and that the resolution was passed at a meeting of the Board of Directors of the Authority duly called and held on the 8<sup>th</sup> day of December, 2011 at which a quorum of the Directors was present and voted in favour of the resolution.

*Original signed by*

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*Corporate Secretary*



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Applied Research Association – Application for Insurance Coverage</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie Applied Research Association is currently leasing the space at the previous Experimental Farm. They would like to apply for insurance through Mackenzie County as an Additional Named Insured.

### **OPTIONS & BENEFITS:**

Mackenzie County purchased the property on November 28, 2013 and leased it to MARA.

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

Costs of insurance will be invoiced to MARA.

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Upon acceptance, a letter must be sent to AAMD&C confirming that Council accepted MARA's application for insurance coverage.

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

**RECOMMENDED ACTION:**

That the Mackenzie Applied Research Association application for insurance coverage as an Additional Named Insured through Mackenzie County be approved.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_





ADDITIONAL NAMED INSURED GROUP INITIAL APPLICATION

INSTRUCTIONS:

1. Please answer all questions - Incomplete forms cannot be processed!
2. Sign and date the completed form
3. Complete and sign the **Letter of Agreement** - Sample wording attached
4. Attach a copy of the corporate **Certificate of Registration** for your organization
5. Attach a copy of the **claims experience letter** from your insurance company
6. Send the completed form and attachments to your municipal contact

GENERAL INFORMATION:

Organization name: Mackenzie Applied Research Association Number of employees: 4  
 Mailing address: P.O. Box 646, Fort Vermilion, AB T8H 1N0 Number of volunteers: \_\_\_\_\_  
 Website address: MARA3@telus.net Current year's budget: \$ \_\_\_\_\_

▶ What Act is your organization incorporated under? Societies Act  Business Corporations Act   
 Other Act - describe: \_\_\_\_\_  
 Please attach a copy of the **Certificate of Registration** for your organization (available from the provincial Corporate Registries office).

	<b>Yes</b>	<b>No</b>
▶ Is your organization registered as a not-for-profit entity?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Does your organization have any other groups that are separately incorporated or governed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, please describe: \_\_\_\_\_

**Note: These other groups are not automatically insured!** If your organization has such groups, each group must apply for its own insurance coverage individually. Additional applications can be obtained from Jubilee Insurance Agencies. Please call Shenaz Manji at 780 955-4088.

CONTACT INFORMATION:

Contact name: James P. Ludwig, Coordinator/Manager Backup contact: Jacob Marfo, Asst Coordinator  
 Address: P.O. Box 697, Fort Vermilion Address: \_\_\_\_\_  
 Phone: 780-285-0843 (c) 780-927-4927 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: ludwig41@telus.net Email: \_\_\_\_\_

MUNICIPAL AFFILIATION:

▶ In what county or MD does your organization operate? Mackenzie

	<b>Yes</b>	<b>No</b>
▶ Does your organization have a municipal representative on its Board of Directors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes:		
• Does the representative have full voting powers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• The representative is a: council member <input checked="" type="checkbox"/> municipal employee <input type="checkbox"/>		
• Provide the representative's name: <u>John W. Dreidger</u>		
▶ Does the municipality provide an operating grant or other funding support to your organization?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, describe what support is provided: <u>Annual Grant and Property Maintenance</u>		
▶ Are municipal facilities used for the organization's administrative office?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes, provide the office address: <u>5901 River Rd. Fort Vermilion, AB</u>		
▶ Is the municipality regularly provided with copies of the minutes for your organization's meetings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**ORGANIZATION TYPE:**

▶ Please describe the purpose of your organization:  
MARA conducts seeding trials for Alberta Ag and private firms, provides extension information and training to local farmers, hosts an annual agriculture fair and demonstration day all to improve best management practices

▶ Which of the following categories best describes the nature of your organization? Indicate with a check mark:

- |  |  |   |
|--|--|---|
| Agricultural society 1 <input checked="" type="checkbox"/>   | Fire association / club 17 <input type="checkbox"/>                  | Recreation board 32 <input type="checkbox"/>            |
| Airport board / commission 2 <input type="checkbox"/>        | Fire protection authority 18 <input type="checkbox"/>                | Recycling society 33 <input type="checkbox"/>           |
| Ambulance board / authority 3 <input type="checkbox"/>       | Fitness club 20 <input type="checkbox"/>                             | Riding club / society 34 <input type="checkbox"/>       |
| Ambulance service 4 <input type="checkbox"/>                 | Food bank 21 <input type="checkbox"/>                                | Rodeo committee 35 <input type="checkbox"/>             |
| Bingo association 5 <input type="checkbox"/>                 | Golf club 22 <input type="checkbox"/>                                | Search & rescue association 36 <input type="checkbox"/> |
| Cemetery maintenance / operations 9 <input type="checkbox"/> | Homemaker services 23 <input type="checkbox"/>                       | Seniors' club / society 38 <input type="checkbox"/>     |
| Chamber of commerce 6 <input type="checkbox"/>               | Kindergarten <input type="checkbox"/>                                | Service club - local chapter <input type="checkbox"/>   |
| Childhood development society 7 <input type="checkbox"/>     | Learning council 24 <input type="checkbox"/>                         | Ski club 39 <input type="checkbox"/>                    |
| Climbing association 8 <input type="checkbox"/>              | Library foundation 25 <input type="checkbox"/>                       | Sports league / group <input type="checkbox"/>          |
| Community association 9 <input type="checkbox"/>             | Meals on wheels society 26 <input type="checkbox"/>                  | Transportation society 41 <input type="checkbox"/>      |
| Curling club 11 <input type="checkbox"/>                     | Museum society 27 <input type="checkbox"/>                           | Waste management authority 42 <input type="checkbox"/>  |
| Daycare / after school care <input type="checkbox"/>         | Neighbourhood watch / citizens on patrol 28 <input type="checkbox"/> | Youth camp 43 <input type="checkbox"/>                  |
| Drop in center 14 <input type="checkbox"/>                   | Parents council 29 <input type="checkbox"/>                          | Youth club 37 <input type="checkbox"/>                  |
| Family community social services 16 <input type="checkbox"/> | Park / campground operator 30 <input type="checkbox"/>               |   |

If not listed above, please describe: \_\_\_\_\_

**RISK SURVEY - SPECIAL ORGANIZATIONS:**

	<u>Yes</u>	<u>No</u>
▶ Is your organization a <b>regional authority</b> that is owned by two or more municipalities? If <b>Yes</b> , provide the names of the municipalities that have an interest in your organization: _____ _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▶ Is your organization an <b>ambulance service</b> ? If <b>Yes</b> , indicate how many ambulance units are owned or leased by your organization: Number of <b>active</b> units: _____      Number of <b>standby</b> units: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**RISK SURVEY - SALE AND/OR SERVICE OF ALCOHOL:**

	<u>Yes</u>	<u>No</u>
▶ Will your organization be organizing and hosting any <b>beer gardens</b> in the upcoming year? If <b>Yes</b> , how many beer gardens will be occurring? _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▶ <b>Other than beer gardens</b> , will your organization be <b>organizing and hosting</b> any events involving the service, sale or consumption of alcohol in the upcoming year? If <b>Yes</b> , how many such events are likely to have <b>150 or more attendees</b> ? 1 to 3 events <input type="checkbox"/> 4 to 6 events <input type="checkbox"/> 7 to 10 events <input type="checkbox"/> 11 or more events <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**RISK SURVEY - HIGH RISK ACTIVITIES:**

▶ Does your organization engage in any of the following activities? Check the Yes or No box for each activity:

	Yes	No		Yes	No
Biking / mountain biking on ski hills	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Carnival / amusement rides	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Birthing clinics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chuckwagon races / rodeos	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bow hunting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climbing walls - indoor, outdoor	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Boxing / wrestling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Demolition derbies	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bungee jumping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fireworks	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Extreme sports	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fitness facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Firearms use - hunting, target shooting, trap / skeet shooting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food preparation / farmer's market	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Flea markets / secondhand / thrift stores	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Horse pulls	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Go-kart tracks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Inflatable children's jumping apparatus	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Manufacturing / fabrication services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mountain climbing / rock climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Martial arts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mud bog / tractor pull events	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mechanical bulls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paintballing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Medical services - midwifery / diagnosis / treatment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parades	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Motorized racing - cars, boats, motorbikes, snowmobiles, ATV's	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Poker rallies	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Professional counselling - psychological, psychiatric	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rental / lending of equipment to others	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Professional services - engineering, architectural, legal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rodeo events for children / minors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
"Running of the bulls" events	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stat. holiday / festival celebrations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Skydiving	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Trampolines	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			Whitewater rafting	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, describe the activity(ies): MARA allows local farmers to use a small number of equipment items like the weighwagon for harvested crops. MARA hosts an annual general meeting for local farmers and a late summer agricultural Fair.

▶ Does your organization engage in other unusual activities? If so, describe: \_\_\_\_\_

**RISK SURVEY - OTHER GROUPS SHARING YOUR PREMISES:**

	Yes	No
▶ Does your organization own and operate the building that you occupy? <u>Mackenzie County is the owner.</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▶ If Yes, do other groups or organizations also occupy your building as tenants?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes:		
• List the names of these tenant groups or organizations:	_____	
• Do you ask for proof of Liability insurance from these tenant groups or organizations?	<input type="checkbox"/>	<input type="checkbox"/>
• Do you ask that your organization and the county / MD be named as insureds on your tenants' Liability insurance?	<input type="checkbox"/>	<input type="checkbox"/>

**Note: These tenant groups or organizations are not automatically insured!** Each such group or organization must apply for its own insurance coverage individually. Additional applications can be obtained from Jubilee Insurance Agencies. Please call Shenaz Manji at 780 955-4088.



**CLAIMS HISTORY:**

	<u>Yes</u>	<u>No</u>
▶ Has your organization experienced any insurance claims (such as Liability, Property, Crime or Automobile claims) during the past 5 years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If <b>Yes</b> , provide the following information about the claim(s):		
<u>Date of loss:</u>	<u>Description of loss:</u>	<u>Amount of loss:</u>
<u>2012</u>	<u>Total loss of Pickup Truck in Accident</u>	\$ _____
<u>Nov. 14 2013</u>	<u>Partial loss of Pickup Truck by hit-and-run driver</u>	\$ <u>pending</u>
Please attach a <b>claims experience letter</b> from your insurance company confirming your claims experience for the last 5 years (available from your insurance broker).		

**INSURANCE COVERAGE REQUIREMENTS:**

In addition to Liability insurance, please confirm the types of insurance coverage that you are seeking for your organization.

*Note: The following coverage descriptions are intended as general examples only. The actual scope of coverage is subject to detailed policy terms, conditions and exclusions. In the event of a claim, the policy terms, conditions and exclusions will govern the coverage provided.*

	<u>Yes</u>	<u>No</u>
<b>Property insurance</b> - This coverage responds for physical loss or damage to the buildings, contents, tenant's improvements and other assets owned or leased by your organization.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Does your organization require <b>Property insurance</b> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If <b>Yes</b> , provide details of your buildings and other assets on the attached <b>information form</b> .		
<b>Mobile Equipment insurance</b> - This coverage responds for physical loss or damage to unlicensed mobile equipment (such as tractors, loaders, bulldozers) that are owned or leased by your organization.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▶ Does your organization require <b>Mobile Equipment insurance</b> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If <b>Yes</b> , provide details of your mobile equipment on the attached <b>information form</b> .		
<b>Crime / Employee Dishonesty insurance</b> - This coverage responds for loss of money or securities arising from employee dishonesty, burglary, robbery or theft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Does your organization require <b>Crime / Employee Dishonesty insurance</b> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If <b>Yes</b> , provide details on the attached <b>information form</b> .		
<b>Automobile insurance</b> - This coverage responds for 1) liability for bodily injury or property damage to outside parties arising from the use, ownership or operation of the insured automobile and 2) physical damage to the automobile itself. Generally, this exposure arises when the organization owns or leases licensed automobiles.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Does your organization require <b>Automobile insurance</b> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If <b>Yes</b> , provide details of your automobiles on the attached <b>information form</b> .		

Completed by: James P. Ludwig

Position: Coordinator/Manager

Signature: James P. Ludwig

Date: November 28, 2013

**Reminder** - Attach the following documents to your completed application:

1. Signed **Letter of Agreement** - Sample wording attached
2. Copy of the corporate **Certificate of Registration** for your organization
3. Copy of the **claims experience letter** from your insurance company
4. Completed **information forms** for other insurance coverages that may be required

<b>FOR JUBILEE OFFICE USE ONLY:</b>			
CSR review	Initials: _____	Date: _____	Rating code: _____ Date scanned: _____
RMA review	Initials: _____	Date: _____	Date forwarded to AON: _____

**UNDERWRITING GUIDELINES — INSURED AND/OR SUPPORTED COMMUNITY GROUPS**

▶ AT OCTOBER 10/08

**PROHIBITED RISKS**

**PROHIBITED ACTIVITIES:**

**Biking / mountain biking on ski hills**

**Bow hunting**

**Boxing / wrestling**

**Bungee jumping**

**Extreme sports**

**Firearm-related recreational activities — specifically:**

- ▶ Hunting
- ▶ Skeet shooting
- ▶ Firing ranges
- ▶ Trap shooting
- ▶ Target shooting

**Go kart tracks**

**Manufacturing / fabrication services**

**Martial arts**

**Mechanical bulls**

**Medical services — specifically:**

- ▶ Birthing clinics
- ▶ Diagnostic services
- ▶ Midwifery services

**Motorized racing events — specifically:**

- ▶ Car races
- ▶ Snowmobile races
- ▶ Boat races
- ▶ ATV / quad races
- ▶ Motorcycle races

**"Running of the bulls" events**

**Skydiving**

**Snow surfing on ski hills**

**Trampolines**

**PROHIBITED ORGANIZATIONS:**

**Boxing / wrestling clubs**

**For-profit organizations**

**Gun clubs**

**Hunting clubs**

**Martial arts clubs**

**Organizations owned 50% or more by urban municipalities, except for municipalities that are Jubilee members**

**Service clubs that are local chapters of provincial / national / international organizations e.g. Lion's Club, Kinsmen, Rotary Club, Boys and Girls Club**

**Sports leagues**

## UNDERWRITING GUIDELINES — INSURED AND/OR SUPPORTED COMMUNITY GROUPS

▶ AT OCTOBER 10/08

### RESTRICTED RISKS

#### RESTRICTED ACTIVITIES:

#### SPECIAL CONSIDERATIONS / ISSUES:

<b>Carnival / amusement rides</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: injury to participant / minors</li><li>▶ Activity should be contracted to a qualified insured professional in accordance with Jubilee's contracting guidelines</li></ul>
<b>Chuckwagon races</b>	<ul style="list-style-type: none"><li>▶ Usually associated with rodeo-type events that require specific reporting and notification to Jubilee</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Climbing walls</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: injury to participants / minors</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Demolition derbies</b>	<ul style="list-style-type: none"><li>▶ Liability exposures re: injury to participants / spectators</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Farmer's markets</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: food-borne illness</li><li>▶ Must comply with rules and regulations from local health authority</li></ul>
<b>Fireworks</b>	<ul style="list-style-type: none"><li>▶ High exposure regulated / technical activity</li><li>▶ Activity should be contracted to a qualified professional in accordance with Jubilee's contracting guidelines</li></ul>
<b>Fitness facilities - unsupervised</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: injury to participants / minors</li></ul>
<b>Flea markets</b>	<ul style="list-style-type: none"><li>▶ No homemade foods allowed for sale or distribution</li><li>▶ No used electrical items or appliances</li><li>▶ No children's toys, furnishings or accessories</li></ul>
<b>Food preparation</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: food-borne illness</li><li>▶ Must comply with rules and regulations from local health authority</li></ul>
<b>Horse pulls</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: injury to participants / minors</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Inflatable children's bouncing apparatus</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: child injury</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Mountain climbing / rock climbing</b>	<ul style="list-style-type: none"><li>▶ Liability exposure re: injury to participants / minors</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>
<b>Mud bog events</b>	<ul style="list-style-type: none"><li>▶ Liability exposures re: injury to participants / spectators</li><li>▶ Event must take place in an arena with ample safety buffer between participants and spectators</li><li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li></ul>

**\*Note: In many cases, the liability exposure for participant injury can be managed by implementing an effective "risk specific" waiver program in accordance with Jubilee guidelines.**

**UNDERWRITING GUIDELINES — INSURED AND/OR SUPPORTED COMMUNITY GROUPS**

▶ AT OCTOBER 10/08

<b>RESTRICTED RISKS - CON'T</b>
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<u><b>RESTRICTED ACTIVITIES:</b></u>	<u><b>SPECIAL CONSIDERATIONS / ISSUES:</b></u>
<b>Paintballing</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: injury to participants / minors</li> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>
<b>Parades</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: injury to participants / minors</li> </ul>
<b>Poker rallies</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: injury to participants</li> <li>▶ No alcohol or speed component allowed (motorized racing is a prohibited risk)</li> </ul>
<b>Professional counselling - Psychiatric, psychological</b>	<ul style="list-style-type: none"> <li>▶ Professional staff with medical and / or psychological designations are able to obtain specialized coverage through their respective associations</li> </ul>
<b>Professional services - Architects, engineers, lawyers</b>	<ul style="list-style-type: none"> <li>▶ Must be directly employed by and work exclusively for the Named Insured</li> </ul>
<b>Rodeos with respect to liability for participant injury</b>	<ul style="list-style-type: none"> <li>▶ Liability exposures re: injury to participants / spectators</li> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>
<b>Rodeo events involving minors</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: injury to participants / minors</li> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>
<b>Sale / service of alcohol - events hosted by the community group involving more than 150 persons</b>	<ul style="list-style-type: none"> <li>▶ Liability exposures re: host liquor</li> <li>▶ Jubilee needs to be made aware of all these events</li> </ul>
<b>Secondhand / thrift stores</b>	<ul style="list-style-type: none"> <li>▶ No used electrical items or appliances</li> <li>▶ No children's toys, furnishings or accessories</li> </ul>
<b>Skiing / snowboarding</b>	<ul style="list-style-type: none"> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>
<b>Statutory holiday / festival celebrations</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: land use, outside groups providing services and activities, parades and fireworks, crowd control, access to emergency medical services</li> </ul>
<b>Tractor pulls</b>	<ul style="list-style-type: none"> <li>▶ Liability exposures re: injury to participants / spectators</li> <li>▶ Event must take place in an arena with ample safety buffer between participants and spectators</li> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>
<b>Whitewater rafting</b>	<ul style="list-style-type: none"> <li>▶ Liability exposure re: injury to participants</li> <li>▶ Participants should be required to execute a waiver that meets Jubilee's guidelines*</li> </ul>

**\*Note: In many cases, the liability exposure for participant injury can be managed by implementing an effective "risk specific" waiver program in accordance with Jubilee guidelines.**

**UNDERWRITING GUIDELINES — INSURED AND/OR SUPPORTED COMMUNITY GROUPS**

▶ AT OCTOBER 10/08

**RESTRICTED RISKS - CON'T**

**RESTRICTED ORGANIZATIONS:**

**SPECIAL CONSIDERATIONS / ISSUES:**

**Agricultural societies**

- ▶ Liability exposures re: unlicensed food preparation and food-borne illness, sale / service of alcohol, participant and spectator injury re: rodeo events

**Daycare centers**

- ▶ Liability exposure re: alleged or actual abuse of children
- ▶ Jubilee maintains a separate program for this group

**Kindergartens**

- ▶ Liability exposure re: alleged or actual abuse of children
- ▶ Jubilee maintains a separate program for this group





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minimum Farmland Tax</b>

### **BACKGROUND / PROPOSAL:**

At the December 18, 2013 special council budget meeting the following motion was made in regards the minimum farmland tax.

**MOTION 13-12-928**  
Requires 2/3

**MOVED** by Councillor Driedger

That the minimum farmland taxes be set at \$75.00.

**CARRIED**

At the January 13, 2014 special council budget meeting a Notice of Motion was made to reconsider the above motion.

**MOTION 14-01-012**  
Requires 2/3

**MOVED** by Councillor Derksen

That a Notice of Motion be made to reconsider Motion 13-12-928 at the February 11, 2014 regular council meeting.

**CARRIED**

### **OPTIONS & BENEFITS:**

**Author:** C. Gabriel **Reviewed by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

For discussion.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 937-14 Fee Schedule Bylaw</b>

### **BACKGROUND / PROPOSAL:**

Council establishes fees for services in the County's Fee Schedule Bylaw, and amends it from time to time.

### **OPTIONS & BENEFITS:**

The attached bylaw has a few amendments as has been either discussed or a specific direction provided by Council:

1. Rural water line connection fees (as directed at January 14, 2014 meeting – Motion 14-01-035)
2. Utility (water and sewage) rates (at 90% recovery as approved at 2014 budget meeting – Motion 14-01-005)
3. Disposal into sewage lagoon fees (Motion 13-07-482)
4. Penalties in the amount of double permit fees for contractors that commence work prior to obtaining to obtaining safety code permits (Motion 13-12-897)
5. Residential waste collection – removal of cost of refuse receptacle.

The applicable sections of the Fee Schedule Bylaw are attached with changes as per above.

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

Fees for services are a part of the County's annual operating revenues.

**Author:** J. Whittleton      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

Establishing user-pay systems and other appropriate user fees assists in maintaining a stable taxation system.

**COMMUNICATION:**

The latest County's Image issue contains an article regarding the utilities rates increases.

The information regarding other changes can be communicated by an ad in the Big Deal Bulletin and by posting on Facebook.

**RECOMMENDED ACTION:**

Motion 1: (requires 2/3)

That first reading be given to Bylaw 937-14 being the Fee Schedule Bylaw for Mackenzie County.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 937-14 being the Fee Schedule Bylaw for Mackenzie County.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 937-14 being the Fee Schedule Bylaw for Mackenzie County at this meeting.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 937-14 being the Fee Schedule Bylaw for Mackenzie County.

Author: J. Whittleton Review by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 912-13 937-14**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA  
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

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

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

**1. SHORT TITLE**

This bylaw may be cited as the “Fee Schedule Bylaw”

2. That the fees for services be approved as follows:

**ADMINISTRATION**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Photocopying	\$0.25/sheet	Applicable
Laminating (up to 11 x 17")	\$10.00 per page	Applicable
Tax Certificates	\$25.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$25.00/per request	Applicable
Compliance Certificates	\$50.00	N/A
Land Titles	As per Alberta Government rates in force at the time of the request plus 25% for administration	Applicable
County Ownership Maps	\$25.00	Applicable
County Ownership Map Booklet –Laminated Individual Pages - Laminated	\$50.00 \$10.00	Applicable
Hamlet Maps	\$10.00	Applicable

Item	Amount	GST
Aerial Photos	Size 8.5 x 11 to 11 x 17": black & white - \$5.00 color - \$10.00;  Size over 11 x 17 up to 30 x 41.5" black & white - \$50.00 color - \$100.00	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

**BUSINESS LICENSES**

Item	Amount	GST
<b>Fees:</b>		
Annual Business License (ABL) – First Year (2013) – Mandatory	\$0.00	N/A
ABL – Second Year (2014) – Mandatory	\$50.00	N/A
ABL – Amendment	\$25.00	N/A
ABL – Replacement	\$25.00	N/A
<b>Penalties:</b>		
No ABL (false information, etc.) – 1 <sup>st</sup> Offence	\$250.00	N/A
No ABL (false information, etc.) – 2 <sup>nd</sup> Offence	\$500.00	N/A
Failure to Comply with ABL – 1 <sup>st</sup> Offence	\$250.00	N/A
Failure to Comply with ABL – 2 <sup>nd</sup> Offence	\$500.00	N/A
Failure to Display ABL	\$50.00	N/A

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**DEVELOPMENT**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Area Structure Plan	\$25.00 Hard Copy	Applicable
Municipal Development Plan	\$50.00 Hard Copy	Applicable
Land Use Bylaw	\$50.00 Hard Copy	Applicable
General Municipal Standards Manual	\$50.00 Hard Copy	Applicable
File Search	\$50.00	Applicable
Business Certificate	\$50.00	N/A
Written Zoning Confirmation Request	\$25.00 Per Lot	Applicable
Compliance Request – Residential	\$50.00 Per Lot	Applicable
Compliance Request – Commercial/Industrial	\$75.00 Per Lot	Applicable
Revised Letter of Compliance (within 3 months)	50% of Full Price	Applicable
Rush Compliance Request (1-3 Business Days)	Double Listed Price	Applicable
Municipal Development Plan Amendment	\$2,000.00	N/A
Area Structure Plan Amendment	\$2,000.00	N/A
Land Use Bylaw Amendment	\$700.00	N/A
Land Use Bylaw Rezoning	\$400.00	N/A
Road Closure Bylaw	\$400.00	N/A
Bylaw Amendment Advertising & Notification Cost	Invoice According to Cost + 5% Administration Fee	Applicable
Development Permit - Other than Commercial or Industrial – Permitted Use	\$50.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use with Variance	\$75.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use	\$75.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use with Variance	\$75.00	N/A



Development Permit – Commercial and Industrial – Permitted Use	\$100.00	N/A
Development Permit – Commercial and Industrial – Permitted Use with Variance	\$125.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use	\$125.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use with Variance	\$125.00	N/A
Development Permit after Legal Counsel Intervention	Permit Cost Plus Legal Fee Cost	NA
Development Permit Time Extension	\$50.00	N/A
Development Prior to Development Permit Issuance	\$250.00 Fine	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
Subdivision Time Extension (Single Lot)	\$250.00	N/A
Subdivision Time Extension (Multi-Lot)	\$500.00	N/A
Subdivision or Boundary Adjustment Application (all or a portion of the subdivision application may be refundable at the discretion of the MPC)	\$700 + \$200/lot created	N/A

Note: Stop Orders will be issued and delivered to the site and/or the individual(s) conducting unauthorized development requiring all construction to cease immediately and to remain ceased until such time as the necessary Development Permit has been applied for and approved.

**SAFETY CODES FEES**

**BUILDING PERMIT FEES**

<b>RESIDENTIAL</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Main Floor (basement included)	\$0.65/sq ft	\$0.55/sq ft
Additional Storey's	\$0.40/sq ft	\$0.30/sq ft
Garages (Attached/Detached)/Sheds (over 200 sq ft)	\$0.40 sq/ft	\$0.30/sq ft
Additions	\$0.50/sq ft	\$0.40/sq ft
Relocation of a Building on a Basement or Crawlspace	\$0.60/sq ft	\$0.50/sq ft
Placement of House/Modular/Mobile Home/Garage/Addition only	\$175.00	\$150.00
Major Renovations (Any Structural Change)	\$0.50/sq ft	\$0.40 sq ft

Fireplaces/Wood Burning Appliances	\$175.00	\$150.00
Decks (Greater Than 2 Feet Above Grade)	\$175.00	\$150.00
Minimum Residential Building Permit Fee	\$175.00	\$150.00

<b>COMMERCIAL/ INDUSTRIAL/ INSTITUTIONAL</b>
\$6.00 per \$1,000 of project value
Minimum fee is \$300.00
Notes: 1. Project value is based on the actual cost of material and labour. 2. Verification of cost may be requested prior to permit issuance.

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES (CONT)**

**INDUSTRIAL CAMP FEES**

<b>BUILDING</b>	<b>FEE</b>
1 to 50 person capacity	\$500.00
51 to 100 person capacity	\$750.00
101 to 200 person capacity	\$1,250.00
201 to 250 person capacity	\$2,000.00
251 to 300 person capacity	\$3,000.00

<b>PLUMBING</b>	<b>FEE</b>
1 to 50 person capacity	\$150.00
51 to 100 person capacity	\$200.00
101 to 200 person capacity	\$300.00
201 to 250 person capacity	\$450.00
251 to 300 person capacity	\$650.00

<b>ELECTRICAL</b>	<b>FEE</b>
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

<b>GAS</b>	<b>FEE</b>
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

<b>PRIVATE SEWAGE</b>	<b>FEE</b>
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



**SAFETY CODES FEES (CONT)**

**ELECTRICAL PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS</b>		
<b>Square footage of area to be wired</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Up to 1200	\$190.00	\$160.00
1201 to 1500	\$250.00	\$190.00
1501 to 2000	\$285.00	\$240.00
2001 to 2500	\$315.00	\$260.00
2501 to 3000	\$340.00	\$280.00
3001 to 3500	\$365.00	\$300.00
3501 to 4000	\$380.00	\$320.00
4001 to 5000	\$400.00	\$350.00

<b>DESCRIPTION</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Mobile/Modular Home Connection only	\$100.00	\$75.00
Temporary and Underground Services (125 amps or less)	Contractor Required	\$75.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>OTHER THAN NEW RESIDENTIAL</b>		
<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$0 – 300	\$85.00	\$75.00
\$301 – 500	\$95.00	\$85.00
\$501 – 1,000	\$105.00	\$95.00
\$1,001 – 1500	\$115.00	\$105.00
\$1,501 – 2,000	\$125.00	\$115.00
\$2,001 – 2,500	\$135.00	\$120.00
\$2,501 – 3,000	\$140.00	\$125.00
\$3,001 – 3,500	\$147.00	\$130.00

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<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$3,501 – 4,000	\$156.00	\$135.00
\$4,001 – 4,500	\$173.00	\$144.00
\$4,501 – 5,000	\$177.00	\$148.00
\$5,001 – 5,500	\$191.00	\$159.00
\$5,501 – 6,000	\$200.00	\$167.00
\$6,001 – 6,500	\$207.00	\$173.00
\$6,501 – 7,000	\$216.00	\$180.00
\$7,001 – 7,500	\$225.00	\$188.00
\$7,501 – 8,000	\$234.00	\$195.00
\$8,001 – 8,500	\$242.00	\$202.00
\$8,501 – 9,000	\$251.00	\$209.00
\$9,001 – 9,500	\$260.00	\$217.00
\$9,501 – 10,000	\$269.00	\$224.00
\$10,001 – 11,000	\$276.00	\$230.00
\$11,001 – 12,000	\$285.00	\$238.00
\$12,001 – 13,000	\$294.00	\$245.00
\$13,001 – 14,000	\$303.00	\$253.00
\$14,001 – 15,000	\$311.00	\$259.00
\$15,001 – 16,000	\$329.00	\$265.00
\$16,001 – 17,000	\$338.00	\$274.00
\$17,001 – 18,000	\$345.00	\$282.00
\$18,001 – 19,000	\$354.00	\$288.00
\$19,001 – 20,000	\$365.00	\$295.00
\$20,001 – 21,000	Contractor required	\$303.00
\$21,001 – 22,000	Contractor required	\$305.00
\$22,001 – 23,000	Contractor required	\$313.00
\$23,001 – 24,000	Contractor required	\$320.00
\$24,001 – 25,000	Contractor required	\$328.00
\$25,001 – 26,000	Contractor required	\$334.00

<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$26,001 – 27,000	Contractor required	\$342.00
\$27,001 – 28,000	Contractor required	\$349.00
\$28,001 – 29,000	Contractor required	\$357.00
\$29,001 – 30,000	Contractor required	\$363.00
\$30,001 – 31,000	Contractor required	\$369.00
\$31,001 – 32,000	Contractor required	\$374.00
\$32,001 – 33,000	Contractor required	\$380.00
\$33,001 – 34,000	Contractor required	\$387.00
\$34,001 – 35,000	Contractor required	\$392.00
\$35,001 – 36,000	Contractor required	\$398.00
\$36,001 – 37,000	Contractor required	\$403.00
\$37,001 – 38,000	Contractor required	\$409.00
\$38,001 – 39,000	Contractor required	\$415.00
\$39,001 – 40,000	Contractor required	\$420.00
\$40,001 – 41,000	Contractor required	\$427.00
\$41,001 – 42,000	Contractor required	\$432.00
\$42,001 – 43,000	Contractor required	\$438.00
\$43,001 – 44,000	Contractor required	\$444.00
\$44,001 – 45,000	Contractor required	\$449.00
\$45,001 – 46,000	Contractor required	\$455.00
\$46,001 – 47,000	Contractor required	\$460.00
\$47,001 – 48,000	Contractor required	\$467.00
\$48,001 – 49,000	Contractor required	\$473.00
\$49,001 – 50,000	Contractor required	\$478.00
\$50,001 – 60,000	Contractor required	\$529.00
\$61,001 – 70,000	Contractor required	\$587.00
\$70,001 – 80,000	Contractor required	\$644.00
\$80,001 – 90,000	Contractor required	\$702.00
\$90,001 – 100,000	Contractor required	\$759.00

<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$100,001 – 110,000	Contractor required	\$788.00
\$110,001 – 120,000	Contractor required	\$830.00
\$120,001 – 130,000	Contractor required	\$874.00
\$130,001 – 140,000	Contractor required	\$917.00
\$140,001 – 150,000	Contractor required	\$960.00
\$150,001 – 160,000	Contractor required	\$1,003.00
\$160,001 – 170,000	Contractor required	\$1,047.00
\$170,001 – 180,000	Contractor required	\$1,089.00
\$180,001 – 190,000	Contractor required	\$1,133.00
\$190,001 – 200,000	Contractor required	\$1,175.00
\$200,001 – 210,000	Contractor required	\$1,205.00
\$210,001 – 220,000	Contractor required	\$1,262.00
\$220,001 – 230,000	Contractor required	\$1,305.00
\$230,001 – 240,000	Contractor required	\$1,348.00
\$240,001 – 250,000	Contractor required	\$1,392.00
\$250,001 – 300,000	Contractor required	\$1,520.00
\$300,001 – 350,000	Contractor required	\$1,664.00
\$350,001 – 400,000	Contractor required	\$1,808.00
\$400,001 – 450,000	Contractor required	\$1,952.00
\$450,001 – 500,000	Contractor required	\$2,095.00
\$500,001 – 550,000	Contractor required	\$2,239.00
\$550,001 – 600,000	Contractor required	\$2,383.00
\$600,001 – 650,000	Contractor required	\$2,527.00
\$650,001 – 700,000	Contractor required	\$2,670.00
\$700,001 – 750,000	Contractor required	\$2,814.00
\$750,001 – 800,000	Contractor required	\$2,958.00
\$800,001 – 850,000	Contractor required	\$3,102.00
\$850,001 – 900,000	Contractor required	\$3,245.00
\$900,001 – 950,000	Contractor required	\$3,389.00

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**SAFETY CODES FEES (CONT)**

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$950,001 – 1,000,000	Contractor required	\$3,533.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**ANNUAL ELECTRICAL PERMIT PROCESS**

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to Mackenzie County upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

ANNUAL ELECTRICAL PERMIT FEES	
Rating of Establishment (KVA)	Fee
100 or less	\$300.00
101 to 2,500	\$300.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$660.00 plus \$12.00 per 100 KVA over 2,500 KVA
5,001 to 10,000	\$960.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,410.00 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$2,010.00 plus 3.00 per 100 KVA over 20,000 KVA

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES (CONT)**

**GAS PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS</b>		
<b>Number of Outlets</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
1	\$85.00	\$75.00
2	\$105.00	\$85.00
3	\$125.00	\$105.00
4	\$156.00	\$130.00
5	\$195.00	\$163.00
6	\$215.00	\$179.00
7	\$234.00	\$195.00
8	\$252.00	\$210.00
9	\$273.00	\$228.00
10	\$293.00	\$244.00
11	\$305.00	\$254.00
12	\$318.00	\$265.00
13	\$330.00	\$275.00
14	\$344.00	\$287.00
15	\$356.00	\$297.00
16	\$371.00	\$309.00
17	\$383.00	\$319.00
18	\$396.00	\$330.00
19	\$408.00	\$340.00
20	\$422.00	\$352.00
<b>Add \$15.00 per outlet over 20</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES (CONT)**

<b>GAS PERMIT FEES</b>
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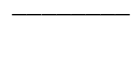
RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	\$90.00	\$75.00
Additional Propane Tanks	\$15.00/tank	\$15.00/per tank
Temporary Heat	\$100.00	\$75.00

Grain Dryer	Contractor Required	\$250.00
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NON- RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	Contractor Required	\$75.00
Additional Propane Tanks	Contractor Required	\$15.00/per tank
Gas/Propane Cylinder Refill Center	Contractor Required	\$150.00

REPLACEMENT OF NON-RESIDENTIAL APPLIANCES	FEE
First Appliance Add \$15.00 for each additional appliance	\$70.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



**SAFETY CODES FEES (CONT)**

<b>GAS PERMIT FEES</b>		
<b>NON-RESIDENTIAL INSTALLATIONS</b>		
<b>BTU Input</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
0-100,000	Contractor Required	\$75.00
100,001-110,000	Contractor Required	\$85.00
110,001-120,000	Contractor Required	\$95.00
120,001-130,000	Contractor Required	\$125.00
130,001-140,000	Contractor Required	\$135.00
140,001-150,000	Contractor Required	\$145.00
150,001-170,000	Contractor Required	\$150.00
170,001-190,000	Contractor Required	\$155.00
190,001-210,000	Contractor Required	\$160.00
210,001-230,000	Contractor Required	\$165.00
230,001-250,000	Contractor Required	\$170.00
250,001-300,000	Contractor Required	\$175.00
300,001-350,000	Contractor Required	\$180.00
350,001-400,000	Contractor Required	\$190.00
400,001-450,000	Contractor Required	\$195.00
450,001-500,000	Contractor Required	\$200.00
500,001-550,000	Contractor Required	\$205.00
550,001-600,000	Contractor Required	\$210.00
600,001-650,000	Contractor Required	\$220.00
650,001-700,000	Contractor Required	\$230.00
700,001-750,000	Contractor Required	\$240.00
750,001-800,000	Contractor Required	\$250.00
800,001-850,000	Contractor Required	\$260.00
850,001-900,000	Contractor Required	\$270.00
900,001-950,000	Contractor Required	\$280.00
950,001-1,000,000	Contractor Required	\$290.00
<b>Add \$8.00 for each 100,000 BTU (or portion thereof) over 1,000,000 BTU</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES (CONT)**

**GAS PERMIT FEES**

<b>NON-RESIDENTIAL INSTALLATIONS</b>		
<b>TEMPORARY HEAT</b>		
<b>BTU Input</b>	<b>OWNER</b>	<b>CONTRACTOR</b>
0 to 250,000	Contractor Required	\$75.00
250,001 to 500,000	Contractor Required	\$125.00
Over 500,000	Contractor Required	\$125.00 plus \$10.00 per 100,000 BTU (or portion thereof) over 500,000 BTU

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>REPLACEMENT GAS APPLIANCES</b>		
<b>BTU Input</b>	<b>OWNER</b>	<b>CONTRACTOR</b>
0 to 400,000	Contractor Required	\$80.00
400,001 to 1,000,000	Contractor Required	\$150.00
Over 1,000,000	Contractor Required	\$150.00 plus \$5.00 per 100,000 BTU (or portion thereof) over 1,000,000 BTU

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**SAFETY CODES FEES (CONT)**

**PLUMBING PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS</b>		
<b>Number of Fixtures</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
1	\$85.00	See contractor fees
2	\$95.00	See contractor fees
3	\$105.00	See contractor fees
4	\$115.00	See contractor fees
5	\$125.00	See contractor fees
6	\$135.00	See contractor fees
7	\$140.00	See contractor fees
8	\$149.00	See contractor fees
9	\$164.00	See contractor fees
10	\$176.00	See contractor fees
11	\$186.00	See contractor fees
12	\$195.00	See contractor fees
13	\$204.00	See contractor fees
14	\$215.00	See contractor fees
15	\$224.00	See contractor fees
16	\$234.00	See contractor fees
17	\$245.00	See contractor fees
18	\$252.00	See contractor fees
19	\$263.00	See contractor fees
20	\$273.00	See contractor fees
<b>Add \$8.00 for each fixture over 20</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES (CONT)**

**PLUMBING PERMIT FEES**

Number of Fixtures	CONTRACTOR
1	\$75.00
2	\$85.00
3	\$90.00
4	\$95.00
5	\$105.00
6	\$110.00
7	\$115.00
8	\$124.00
9	\$137.00
10	\$147.00
11	\$155.00
12	\$163.00
13	\$170.00
14	\$179.00
15	\$187.00
16	\$195.00
17	\$204.00
18	\$210.00
19	\$219.00
20	\$228.00
21	\$234.00
22	\$242.00
23	\$248.00
24	\$254.00
25	\$262.00

Number of Fixtures	CONTRACTOR
26	\$268.00
27	\$274.00
28	\$282.00
29	\$288.00
30	\$294.00
31	\$302.00
32	\$309.00
33	\$314.00
34	\$322.00
35	\$329.00
36	\$335.00
37	\$342.00
38	\$349.00
39	\$357.00
40	\$362.00
41	\$369.00
42	\$377.00
43	\$382.00
44	\$389.00
45	\$397.00
46	\$402.00
47	\$409.00
48	\$417.00
49	\$422.00
50	\$429.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES (CONT)**

**PLUMBING PERMIT FEES**

Number of Fixtures	CONTRACTOR
51	\$435.00
52	\$440.00
53	\$445.00
54	\$450.00
55	\$457.00
56	\$463.00
57	\$467.00
58	\$473.00
59	\$478.00
60	\$484.00
61	\$488.00
62	\$494.00
63	\$500.00
64	\$505.00
65	\$510.00
66	\$515.00
67	\$522.00
68	\$527.00
69	\$532.00
70	\$537.00
71	\$543.00
72	\$549.00
73	\$553.00
74	\$559.00
75	\$564.00

Number of Fixtures	CONTRACTOR
76	\$570.00
77	\$574.00
78	\$580.00
79	\$587.00
80	\$592.00
81	\$594.00
82	\$597.00
83	\$599.00
84	\$602.00
85	\$604.00
86	\$608.00
87	\$610.00
88	\$613.00
89	\$617.00
90	\$618.00
91	\$620.00
92	\$623.00
93	\$627.00
94	\$629.00
95	\$632.00
96	\$635.00
97	\$638.00
98	\$639.00
99	\$642.00
100	\$645.00

**Add \$1.00 for each fixture over 100**

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES (CONT)**

**PRIVATE SEWAGE TREATMENT SYSTEMS**

DESCRIPTION OF WORK	HOMEOWNER	CONTRACTOR
Holding Tanks and Open Discharges	\$200.00	\$200.00
Fields, Mounds, Sand Filters, Treatment Tanks, etc	\$275.00	\$275.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**OTHER CHARGES AND PAYMENTS**

Mackenzie County will collect all permit fees and no remuneration will be remitted to the contracted Safety Codes Agency until such time as the permit is closed in accordance with Mackenzie County's Quality Management Plan (QMP). The contracted Safety Codes Agency will invoice and return closed permits to the County on a monthly basis.

Charges for additional services are as follows:

DESCRIPTION OF SERVICE	HOURLY CHARGE
Appeal services	\$75.00
Audit Representation	No charge
Code Seminars	No charge
Consultative Services	\$75.00
Emergency Services	\$125.00
Enforcement Services	No charge
Investigation Services	\$125.00
Public Works Complaints	No charge

**Additional Inspection Services**

In addition to addressing the needs of Mackenzie County's Accreditation, the contracted Safety Codes Agency shall offer to the residents of the County the full spectrum of Inspection Services, including:

- Wood Stove Inspections,
- Progress Payment Inspections (Bank Inspections),
- Private Home Inspections for real estate deals (all disciplines),
- Insurance Inspections,
- Electrical Equipment Approvals,

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**SAFETY CODES FEES (CONT)**

- New Code Book Sales, and
- Code Seminars in all disciplines for local contractors.

These types of inspections may not be required under County Accreditation but are, none the less, important services Mackenzie County's residents need on a fairly regular basis. These fees shall be at a competitive rate and billed directly to the customer.

<b>MISCELLANEOUS</b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Permit Cancellation – before plan review complete	Complete refund minus \$50
Permit Cancellation – after plan review complete	65% of permit fee
Amendments to Permit Application	Any additional fees shall be payable and any decrease in permit fees over \$20 shall be refunded
Additional Inspection (within 100 km radius)	\$75.00
Additional Inspection (over 100 km radius)	\$125.00
Permit Extension Requests	Shall be provided in writing and must contain reason for request and additional time requested. Permit extensions, where granted, shall be provided in writing.
<b>Contractor's failure to obtain the proper permits, for the discipline in which they practice, prior to work commencement – due to negligence and/or repeat offences.</b>	<b>2 times the fee shown in the Fee Schedule Bylaw</b>

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**PUBLIC WORKS**

Item	Amount	GST
Winter Maintenance Flags	\$20.00/up to 1/4 mile	Applicable
Senior/Handicapped Snowplow Flags (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control for Seniors	No Cost.	

**EQUIPMENT AND LABOUR**

Item	Amount	GST
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Water Line Thawing Unit	\$20.00 per hour \$100.00 per 24 hours	Applicable
Sewer Line Camera	\$150.00 per hour (minimum charge \$350.00)	Applicable
Sanding Unit & Tandem Truck	\$110.00/hour (minimum charge 1 hr)	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
Labour	\$25.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour (minimum charge 1 hr.)	Applicable
75 HP Tractor Mower 15'	\$75.00 per hour (minimum charge 1 hr.)	Applicable

Note: County equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide.

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**AIRPORTS**

Item	Amount	GST
Fuel Flow Charge	\$0.045 per liter for each liter of aviation fuel dispensed	Applicable
Land lease fee for hangars and associated uses	Fort Vermilion Airport – \$1.25 per square meter annually; La Crete Airport – \$1.30 per square meter annually	Applicable
Long Term Aircraft Parking (30 days or more)	\$250.00 annually (no power)	Applicable
Aircraft & Vehicle Parking	\$5.00 per day (power)	Applicable
Terminal Fees	No charge	N/A
Landing Fees	No charge	N/A

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**SOLID WASTE**

**Section 1: General Solid Waste Fees**

<b>At Regional Landfill</b>	
Current rate as set by the Mackenzie Regional Landfill Authority	
<b>At Transfer Station</b>	
½ ton pickup truck	\$10.00
¾ ton pickup truck	\$15.00
1 ton truck	\$25.00
2 ton truck	\$30.00
3 ton truck	\$35.00
5 ton truck	\$100.00
Trailers shorter than 8'	\$10.00
Trailers 8' - 20'	\$30.00
Trailers over 20'	\$50.00
Untarped loads of commercial, construction, industrial and/or institutional material	\$50.00
Trucks larger than 5 ton are to be directed to the regional landfill.	

Definitions:

- a) **“Commercial waste”** means any waste generated from businesses such as stores, garages, hotels, motels and restaurants.
- b) **“Construction waste”** waste generated due to construction/demolition/renovation of property and or buildings.
- c) **“Industrial waste”** means any waste generated from an industry such as forestry and energy.
- d) **“Institutional”** is waste generated from institutions such as hospitals, schools, long-term care facilities and lodges.

Note: Residential and farming garbage (not including construction waste) is exempt from charges.

Note: Mackenzie County reserves the right to control the type and nature of refuse which may be deposited at the transfer station and no refuse may be deposited at the transfer station except in accordance with the transfer station operations manual.

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Section 2: Residential Waste Collection – Hamlet of La Crete

Residential Waste	Fees
Monthly Collection Waste	\$5.95 per month per residence
One-Time Use Refuse Bin Tags	\$1.50 per tag
Refuse Receptacle (including GST)	<del>\$58.59 per residence</del>
Replacement of Waste Receptacle	At cost

The fees are applicable to all residential properties identified in the County's Hamlet Residential Waste Collection Bylaw.

**PARKS**

**Section 1: General Park Fees**

Day Use	Overnight	Weekly	Group Camping	Seasonal or Monthly Camping Stalls	Marina Dock Rental
<b>Wadlin Lake</b>					
No Charge	\$20	\$120	\$50 basic fee plus \$16/unit/day  plus \$250 damage deposit	<u>Seasonal:</u>  May 1-Sept.30: \$1,500 plus \$250 damage deposit	\$28/day with camping stall;  \$10/day without camping stall
<b>Machesis Lake</b>					
No Charge	\$20	\$120	N/A	N/A	N/A
<b>Hutch Lake</b>					
No Charge	\$20	\$120	N/A	N/A	N/A
<b>Zama Community Park</b>					
No Charge	Non-Serviced: \$10  Partially Serviced: \$15  Fully Serviced: \$20	Non-Serviced: \$60  Partially Serviced: \$90  Fully Serviced: \$100	N/A	<u>Monthly:</u>  Non-Serviced: \$200  Partially Serviced: \$275  Fully Serviced: \$400	N/A
<b>Tourangeau Lake</b>					
No Charge	N/A	N/A	N/A	N/A	N/A
<b>Fort Vermilion Bridge Campsite</b>					
No Charge	N/A	N/A	N/A	N/A	N/A

Note: Where available, the Group Camping Fee allows for reservation of shelter for renter's use only. Basic fee is applicable for shelter only (no R.V.s).

Section 2: Penalties

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

<b>Section (Municipal Parks Bylaw)</b>	<b>Offence</b>	<b>Penalty</b>
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.18	Failure to vacate site	cost recovery
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00

Section 2: Penalties Cont'd

<b>Section (Municipal Parks Bylaw)</b>	<b>Offence</b>	<b>Penalty</b>
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00

Note:

Every person who contravenes a section of the Municipal Parks Bylaw is guilty of an offence and liable to the penalty as set out above or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).



**TRAFFIC REGULATIONS**

Traffic Regulation Bylaw Part 2: Parking

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 3(1)(a)	Prohibited Parking – Emergency Exit Door	\$50.00
Section 3(1)(b)	Prohibited Parking – Entrance to Emergency Service	\$50.00
Section 4(1)	Park in No Parking Zone Prohibited by Traffic Control Device	\$30.00
Section 4(2)	Park in No Parking Zone During Prohibited Times	\$30.00
Section 5 (2)	Park in No Parking Zone Prohibited by Temporary Traffic Control Device	\$30.00
Section 6	Stop in a No Stopping Zone Prohibited by Traffic Control Device	\$30.00
Section 7(2)	Park in a Disabled Person’s Parking Space	\$50.00
Section 8(2)	Park in Fire Lane	\$50.00
Section 9	Park an Unattached Trailer on Highway	\$30.00
	Park in Alley	\$30.00

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 11(1)	Drive Tracking Vehicle on Highway Without Authorization	\$100.00
Section 11(2)	Fail to Produce Tracked Vehicle Authorization	\$50.00

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 13(1)	Operate / Park Heavy Vehicle in Prohibited Area	\$75.00

Traffic Regulation Bylaw Part 5: Miscellaneous

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 14	Proceed Beyond Designated Point Near Fire	\$50.00
Section 15(1)	Cause Damage to Street Furniture	Court
Section 15(2)	Cause Damage to Highway	Court
Section 15(3)	Damage Costs for Sections 14(1) / 14(2)	amount expended

Note:

Every person who contravenes a section of the Traffic Regulation Bylaw is guilty of an offence and shall forfeit and pay a penalty as set out above or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) and/or imprisonment for not more than six (6) months.

**FIRE SERVICES FEES**

Provincial Roadways Incidents

Item	Amount
<b><u>Response fees including man power:</u></b>	
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
<b><u>Manpower Fee:</u></b> (if only manpower is requested/needed)	
Officers	\$50.00 per man hour
Firefighter	\$40.00 per man hour

Other Incidents:

Item	Amount
<b><u>Response fees including man power:</u></b>	
Pumper Unit	\$200.00 per hour
Ladder Unit (Aerial)	\$200.00 per hour
Tanker Unit	\$200.00 per hour
Rescue Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<b><u>Manpower Fee:</u></b> (if only manpower is requested/needed)	
Officers	\$25.00 per man hour
Firefighter	\$20.00 per man hour

Note:

- a) Travel time to and from the scene of an accident shall be free of charge;
- b) A residential invoice shall not exceed \$5,000 per incident. Residential means property that is not classed as farm land, machinery and equipment or non-residential by the County’s assessor and as described in Municipal Government Act. When a titled property has multiple structures such as a residential and non-residential structure, a determination shall be made regarding origin of the fire by the Fire Chief. If the fire originated from the residential structure, the \$5,000 limit per incident shall apply.

False Alarms

Item	Amount
Response to False Alarm 1 <sup>st</sup> Call	No charge
(within same year as 1 <sup>st</sup> Call) 2 <sup>nd</sup> Call	\$100.00
(within same year as 1 <sup>st</sup> Call) 3 <sup>rd</sup> Call	\$200.00
(within same year as 1 <sup>st</sup> Call) 4 <sup>nd</sup> Call	\$300.00

Other Fees

Item	Amount
Violation Ticket*– 1 <sup>st</sup> Offence	\$250.00
Violation Ticket* – 2 <sup>st</sup> and Subsequent Offences	\$500.00
Fire Works Permit (no charge to non-profit groups)	\$50.00 per permit
Filling of Air Cylinders (breathing air)	
i) Small cylinder (30 min)	\$25.00
ii) Cascade cylinder	\$100.00
Water Flow Testing Reports	\$100.00
File Search (fire inspections and investigations)	\$35.00 per search
Fire Permit	No charge
Fire Inspection Services Within the County	\$50.00 per hour plus expenses
Fire Inspection Services Outside of the County	\$75.00 per hour plus expenses
Re-inspection with Outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus \$15% administrative fee
Expert Witness Services – Civil Litigation	\$25.00 per hour to a maximum of \$350.00 per

	day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

\*As specified in Fire Services Bylaw

Note:

- a) Every person who violates a provision of Fire Services Bylaw is guilty of an offense and is punishable upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.
- b) Nothing shall prevent a Peace Officer from:
  - (i) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the Mackenzie County Fire Services Bylaw, or
  - (ii) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.

**DOG CONTROL FEES**

<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
Failure to obtain a valid license penalty		\$35.00	\$50.00
Failure to wear a dog tag penalty	\$35.00		
<b>Annual Fees</b>			
– neutered male or spayed female		\$10.00	\$50.00
– unneutered male or unspayed female		\$25.00	\$100.00
<b>Lifetime Fee</b>			
– neutered male or spayed female		\$50.00	\$50.00
– unneutered male or unspayed female		\$200.00	\$200.00
Replacement for misplaced, lost, or stolen dog tag	\$5.00		
Failure to obtain a kennel license penalty	\$50.00		
<b>Dog running at large – Handling fee</b>			
1 <sup>st</sup> offence		\$50.00	\$500.00
2 <sup>nd</sup> offence		\$100.00	\$1,000.00

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<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
3 <sup>rd</sup> offence and subsequent		\$200.00	\$1,500.00
Bite a person penalty		\$250.00	\$1,000.00
Injure a person penalty		\$250.00	\$1,000.00
Chase or threaten a person penalty		\$150.00	\$1,000.00
Bite, bark at, chase stock, bicycles, wheelchairs, or other vehicles penalty		\$250.00	\$1,000.00
Bark, howl or disturb any person penalty			\$50.00
Worry or annoy any other animal penalty	\$50.00		
Damage to public or private property penalty		\$50.00	\$250.00
Upset waste receptacles or scatter contents thereof (Section 1. (b) or Dog Control Bylaw)	\$100.00		
Leave dog unattended in motor vehicle penalty		\$50.00	\$250.00
Fail to provide water, food, shelter or proper care penalty	\$100.00		
Abuse or abandonment of dog penalty	\$250.00		
Dog in prohibited areas as set by Council penalty	\$100.00		
Failure to report dog with a communicable disease penalty	\$100.00		
Failure to confine a dog with a communicable disease penalty	\$100.00		
Failure to keep dog confined for not less than ten (10) days penalty	\$50.00		
Interfere or threaten an Animal Control Officer penalty	\$250.00		
Induce a dog or assist a dog to escape capture penalty	\$250.00		
Falsely represent him/herself as being in charge of a dog penalty	\$100.00		
Allow, or attempt to allow, a dog(s) to escape from a vehicle, cage, or live trap penalty	\$100.00		
Remove or attempt to remove a dog from an Animal Control Officer penalty	\$250.00		
Unconfined female dog in heat penalty	\$50.00		
Failure to remove defecation	\$50.00		
<b>Impoundment fees</b> (to be verified with the veterinarian)		Amount expended	Amount expended

<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
Veterinary fees (to be verified with the veterinarian)		Amount expended	Amount expended
Destruction of dog fees (to be verified with the veterinarian)		Amount expended	Amount expended
Failure to keep a dangerous dog(s) confined penalty			\$500.00
Improper pen or other structure penalty			\$200.00
Give false information when applying for dangerous dog license penalty			\$500.00
Failure to keep dangerous dog muzzled penalty			\$500.00
Failure to harness of leash a dangerous dog properly penalty			\$500.00
Failure to keep a dangerous dog under the control of an adult person penalty			\$500.00

No penalties will be levied for “dog at large: under part 4 section 18 or 22 if impoundment fee and handling fees are paid.

Note:

- a) Any person who contravenes, disobeys, refuses or neglects to obey any provisions of this Bylaw is guilty of an offense and is liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000) in addition to any other fees according to Mackenzie County Fee Schedule Bylaw, and in default of payment to imprisonment for a term not exceeding ninety (90) days.

**WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS**

**Water/Sewer Rates - Up to February 28, 2014**

<b>Rate Description</b>	<b>Fixed Fee</b>	<b>Consumption Fee</b>
Water Rates for Metered Users	Up to February 29, 2012 - \$30.67/month  March 1, 2012 - \$28.76/month	Up to February 29, 2012 - \$2.43/m <sup>3</sup>  March 1, 2012 - \$3.20/m <sup>3</sup>
Water Rates for Cardlock Users (treated water)	N/A	February 1, 2012 - \$3.20/m <sup>3</sup>
Water Rates for Cardlock Users (untreated water)	N/A	February 1, 2012 - \$2.38/m <sup>3</sup>
Sewer Rate for		Up to February 29, 2012 -

Metered users		33.5%  March 1, 2012 – 26% of the total water charge amount
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**Water/Sewer Rates – Effective March 1, 2014**

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.18 per m <sup>3</sup> of consumption	\$31.52/month plus \$0.73 per m <sup>3</sup> of water consumption
Rates for Cardlock Users (treated water)	\$3.18 per m <sup>3</sup> of consumption	\$0.73 per m <sup>3</sup> of water consumption
Rates for Cardlock Users (raw water)	\$2.31 per m <sup>3</sup> of consumption	N/A

**Penalties**

One time 10% penalty will be charged on all current charges if the utility bill is not paid by the due date.

**Fees and Deposits**

Description	Fee Amount
Application fee for new account move in	\$20.00
Transfer from one account to another	\$20.00
Reconnection of account due to non-payment of account	\$50.00
Fee for services required upon the request of the customer within the one (1) working day requirement (see Water & Sewer Services Bylaw)	\$50.00
Fee for hamlet water and/or sewer service tie-in	\$100.00
Fee for hamlet water and/or sewer main tie-in	\$500.00 plus cost of installation
Fee for rural water tie-in directly to the trunk line PLUS the actual costs of service installation to property line, a metering chamber and a meter	Summer \$8,000.00 Winter (Nov 1–May 1) \$9,000.00
Fee for rural water tie-in to a lateral extension PLUS the actual costs of service installation to property line, a metering chamber and a meter	Cost recovery as determined for the specific areas and per Policy UT006 Water Servicing
Fee for rural water multi-lot subdivision PLUS the actual costs of service installation to property line, a metering	\$2,800.00/lot

<b>chamber and a meter</b>	
Fee for water meter testing. Refundable if variance of meter reading is greater than 3%.	\$100.00
Fee for County employee services, <del>including</del> during regular working hours <del>and overtime hours</del> , required to construct, repair, inspect, or service where the responsibility for work was borne by the developer, consumer or corporation	<del>\$50.00/hr.</del> <b>\$75.00/hr</b> <b>(minimum 1 hr charge)</b>
Fee for after hour emergency call out of County employee for services born by the consumer	<del>\$75.00</del> <b>\$100.00</b> <b>(minimum 1 hr charge)</b>
Deposit for cardlock	\$100.00 for residential \$500.00 for commercial
<b>Lagoon Sewage Disposal Fees (agreement required)</b>	<b>\$25.00/Load-Single Axle Unit</b> <b>\$50.00/Load-Tandem Axle Unit</b> <b>\$75.00/Load-All units larger than tandem axle units including pup trailers</b>

- (i) Deposits may be transferable from one service to another by the same consumer.
- (ii) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money to the customer within forty (40) days.
- (iii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit shall be transferred to the general revenue account of Mackenzie County.
- (iv) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.

**Meter Fees**

Size of Meter	Cost of Meter and Install
5/8"	\$400.00
3/4" Residential	\$440.00
3/4" Commercial	\$520.00
1"	\$620.00



1 1/2"	\$980.00
2"	\$1,260.00

\* 15% administrative fee is included in all meter costs.

\*\* The consumer will be given the option of paying the complete cost upon application, having the cost applied to their first water bill, or having the cost applied to their water bill in 6 equal payments.

\*\*\* Meters of a greater size than identified above will be dealt with on an individual basis.

**Fines for Water/Sewer**

The voluntary payment, which may be accepted in lieu of prosecution for a contravention shall be the sum as set in the following table:

DESCRIPTION	PENALTY
Failing to connect to Municipal Utility	\$2,500.00
Failing to provide grease, oil & sand traps & maintain catch basins	\$1,000.00
Interfering/Tampering with Municipal Utility	\$2,500.00
Operation or use of Municipal Utility without authorization	\$250.00
Failing to allow County staff or agent to enter premises	\$250.00
Failing to maintain water or sewer system	\$100.00
Failure to use proper material	\$250.00
Failure to install sewer backflow preventer	\$150.00
Failure to install cross connection control device	\$500.00
Failure to execute proper tapping or backfilling	\$250.00
Covering a water or sewer system prior to inspection	\$250.00
Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$500.00
Failure to report broken seal to County	\$50.00
Obstruction of Fire Hydrants/Valves	\$100.00
Illegal disposal of water	\$1,500.00
Well or other source of water supply	\$250.00
Illegal disposal in sewer or storm drainage system	\$2,500.00

Note: A person who contravenes a provision of the Water and Sewer Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in this Bylaw or, on summary

conviction to a fine not less than fifty (\$50.00) dollars and not more than five thousand (\$5,000.00) dollars, and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.

3. Fees to neighbouring local governments may be subject to mutual aid agreements.
4. This Bylaw shall come into force and effect upon receiving third reading and shall repeal and replace Bylaw ~~883-13~~ **912-13**.

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

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

**COUNTY DUMPING STATION FEE/AGREEMENTS**

COUNTY	DUMPING COST	AGREEMENT	COMMENTS
Town of Manning		No	
Town of Slave Lake	\$23.85 Residential \$47.40 Suburban Industrial surcharged based on a few factors as the sewage is analyzed for solids, grease, biological etc.		Automated system with account setup with username and PIN, NO EXCEPTIONS.
Municipal District of Big Lakes	\$25.00/Load up to 1000 Gallons \$50.00/Load up to 2000 Gallons	Every load gets reported	Report every load to Phone #. Utility Officer fills out detailed Log Book for every use. Failure to Report a load results in fines. \$500 First Offence, \$1000 Second Offence, access Denied after that.
Northern Sunrise County	\$50.00/Tandem Load \$75.00/Semi Load	Verbal understanding with local operators only	
Westlock County	Do not allow trucks to dispose of rural septic tank material at lagoon		
Town of Peace River	\$150/use	Every load gets reported	Utility officer fills out detailed form.
<b>Mackenzie County</b>	<b>\$25.00/Load Single Axle Unit \$50.00/Load Tandem Axle Unit \$75.00/Load All Units larger than tandem axle units including pup trailers.</b>	<b>Lagoon Usage/Key Agreement</b>	<b>Trust basis with Lagoon Dumping Report filled out by the hauler.</b>





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Indian Residential School Survivors – Truth and Reconciliation Alberta Event – Funding Request</b>

### **BACKGROUND / PROPOSAL:**

The North Peace Tribal Council is requesting funding in order to provide an opportunity to take Residential School Survivors to the Truth and Reconciliation Alberta Event on March 27 – 30, 2014 in Edmonton.

See attached proposal for more information.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

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

**COMMUNICATION:**

**RECOMMENDED ACTION:**

For discussion.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

North Peace Tribal Council  
November 2013

## **Proposal for Funding Indian Residential School Survivors – Truth and Reconciliation Alberta Event**

Submitted by: Jackie Coban on behalf  
of North Peace Tribal Council

Submitted to: Mackenzie County 4511- 46 Ave.  
P.O. Box 640 Fort Vermilion A.B. T0H 1N0

NORTH PEACE TRIBAL COUNCIL  
PO BOX 1889  
HIGH LEVEL, AB  
T0H 1Z0

TEL: 780 926 3446  
FAX: 780 926 4075

**RECEIVED**  
JAN 16 2014

**MACKENZIE COUNTY  
FORT VERMILION OFFICE**

I.	EXECUTIVE SUMMARY .....	3
II.	OBJECTIVES OF THE PROPOSAL.....	3
III.	EVENT PARTNERS.....	3
IV.	INDIVIDUAL PROFILES .....	3
V.	EVENT ACTIVITIES.....	4
VI.	OUTCOMES.....	4
VII.	FINANCIAL REQUIREMENTS.....	4
VIII.	ADDITIONAL INFORMATION .....	<b>ERROR! BOOKMARK NOT DEFINED.</b> 5
IX.	APPENDIX.....	5



## I. EXECUTIVE SUMMARY

The North Peace Tribal Council (NPTC) was incorporated in 1987 by the Beaver First Nation, Dene Tha' First Nation, Little Red River Cree First Nation, Tallcree First Nations.

The Council is governed by a Board of Directors made up of a Chairman and the Chiefs of member First Nations. NPTC meetings are attended by the Board and appointed representatives from the Councils of affiliated First Nations. Member First Nation Elders are honorary members of the Council. The board members of NPTC are Chief Leslie Joe Laboucan, Chief Trevor Mercredi, Chief Joe Pastion and Chief Rupert Meneen. Lloyd MacKenzie is the Chief Executive Officer appointed by the Board to oversee the administration of the Council's day to day operations.

### **NPTC Mission Statement**

We address issues, resolve problems, share information and deliver programs and projects to achieve efficiencies by working together as Chiefs, Councilors and Elders and by engaging our first nation members. We provide a political forum to gather information, influence policy and decision making by external governments and by industry which impact our member First Nations. We provide meaningful employment for our First Nation members in accordance with our organizational needs and available funding.

## II. OBJECTIVES OF THE PROPOSAL

The objective of this proposal is to request funds in order to provide an opportunity to take Residential School Survivors to the Truth and Reconciliation Alberta Event on March 27-30, 2014. Whilst we intend to do local fundraiser to help offset the cost of travel, accommodation and meals, your assistance in helping to raise funds and awareness is paramount.

## III. EVENT PARTNERS

In collaboration, the main partners are Beaver First Nation, Dene Tha First Nation, Little Red River Cree Nation and Tallcree First Nation, they are willing to bring their Elders who have been through the harrowing experience of the Indian Residential Schools to the Event, thereby sharing the responsibility, emotional support and the healing opportunity in order to make a difference in the survivors lives. The support from the Bands is on an in-kind basis as is the assistance from the IRS Staff at North Peace Tribal Council.

## IV. INDIVIDUAL PROFILES

No minimum eligibility requirements

- Canadian citizens both Aboriginal and Non-Aboriginal
- Former Residential School Students
- Intergenerational families

V. **EVENT ACTIVITIES**

The TRC National Event will consist of:

- Statement Gathering.
- Traditional Ceremonies.
- Survivor Gatherings.
- Education Day.
- Cultural Performances.
- Films.
- Witnessing Survivor Statements.

VI. **OUTCOMES**

1. Maximum 60 Elders from 4 Nations
2. Emotional Healing
3. Cultural Healing
4. Professional Counselling Support.

Survivors who attend the Event have the opportunity to share their story with their families, other Canadians and have their experiences entered into the Canadian National .

VII. **FINANCIAL REQUIREMENTS**

The following is required to implement and support the project:

NPTC\_\_\_Staff time and resources used \_\_\_\_\_In Kind

- **Projected Costs as follows:**

- **55-60 Residential School Survivors**

- **Attending a 4 day event**

- **Including 2 full travel days**

- Meals

60 Breakfasts @ \$12.50 = \$750 x 6 days= \_\_\_\_\_ \$4,500

60 Lunches @ \$15.00= \$900 x 6 days= \_\_\_\_\_ \$5,400

60 Suppers @ \$35.00= \$2,100 x 6 days= \_\_\_\_\_ \$12,600

60 Incidentals @ \$20.00= \$1,200 x 6 days= \_\_\_\_\_ \$7,200

SUB TOTAL \_\_\_\_\_ **\$29,700**

- 2 Buses chartered for the 6 days, including transfer to and from hotels to the event Approximate cost \_\_\_\_\_ **\$14,000**

- Hotel rooms based on double occupancy approximate cost of \$125 per day x 30 rooms x 6 days \_\_\_\_\_ **\$22,500**

**TOTAL PROJECTED COST** \_\_\_\_\_ **\$66,200**

We intend to use local hotels that are offering discounted rates to ensure that we get a good flat rate for all the attending groups. Exact rates will be confirmed in writing prior to the Event.

-Accounting process for reporting will be in place to ensure financial accountability is achieved.

#### VIII. **ADDITIONAL INFORMATION**

All the figures and costs will be calculated as exact once the Event has taken place in order to provide evidence of the Event's outcome.

NPTC will ensure that all arrangements and agreements are signed and in place with all the project partners

#### IX. **APPENDIX**

All supporting expenditure documentation will be available for review or inspection after the Event.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Council Meeting Dates</b>

### **BACKGROUND / PROPOSAL:**

Due to scheduling conflicts the following regular council meeting dates are being recommended for rescheduling.

- April 23, 2014 – change to April 28, 2014
- May 6, 2014 – change to May 13, 2014
- May 21, 2014 – change to May 27, 2014
- June 25, 2014 – change to June 23, 2014
- July 16, 2014 – change to July 17, 2014
- August 12, 2014 – change to August 6, 2014

### **OPTIONS & BENEFITS:**

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

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

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

That the regular council meeting dates be changed as follows:

- April 23, 2014 – change to April 28, 2014
- May 6, 2014 – change to May 13, 2014
- May 21, 2014 – change to May 27, 2014
- June 25, 2014 – change to June 23, 2014
- July 16, 2014 – change to July 17, 2014
- August 12, 2014 – change to August 6, 2014

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Regional Golf Tournament</b>

### **BACKGROUND / PROPOSAL:**

The following consensus was reached at the Tri-Council meeting held on February 5, 2014:

*That the Mackenzie Regional Golf Tournament be referred to all three councils for a decision to proceed with a regional tournament in September 2014 and provide a response to Mackenzie County by February 19, 2014.*

Therefore, the following items need to be considered by Council:

- Participate as a partner in the Mackenzie Regional Golf Tournament
- If Mackenzie County should act as the lead partner

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

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

**COMMUNICATION:**

**RECOMMENDED ACTION:**

For discussion.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

#### **BACKGROUND / PROPOSAL:**

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

- Action List
- Correspondence – Alberta Order of Excellence (Nominations)
- Correspondence – Jeff Wilson, MLA (Municipal Affairs Official Opposition Critic)
- Correspondence – Wheatland County (Provincial Funding)
- Correspondence – VSI Services (Second Quarter Report for VSI Expenditures)
- Correspondence – Alberta Human Services (Membership for Family and Community Engagement Councils)
- Correspondence – Alberta Transportation (Resource Road Program Grant Transfer for Zama)
- Correspondence – National Dementia Strategy
- Correspondence – High Level Community Policing Society (Regimental Ball Invitation and Sponsor Request)
- Correspondence – NCDC (Transportation Corridor Priorities)
- Mackenzie Housing Management Board Meeting Minutes
- Mackenzie Library Board Meeting Minutes
- La Crete Recreation Board Meeting Minutes
- High Level Forests Public Advisory Group Meeting Minutes
- Land Use 2014 Conference
- Agricultural Service Board Summer Tour – County of Newell
- Annual Agricultural Trade Show – Clear Hills County

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**RECOMMENDED ACTION:**

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

Author: C. Gabriel Review by: CAO

**Mackenzie County  
Action List as of January 14, 2014**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
<b>July 9, 2012 Council Meeting</b>			
12-07-494	That administration proceed as discussed regarding the access to Plan 0023789, Block 1, Lot 1.	John Byron	In progress
<b>October 30, 2012 Council Meeting</b>			
12-10-731	That Council continues lobbying to have the Zama Access and Highway 88 Connector roads designated as primary highways and immediate upgrading.	Joulia	In progress Letter sent to the Premier Rec'd response from AT Letter sent to DM Rob Penny
<b>February 27, 2013 Council Meeting</b>			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Ron P.	In progress
13-02-122	That an open house be held for the public to provide input on the future expansion of the Fort Vermilion Bridge Campground recreational area.	Ron P.	After lease is in place.
<b>March 12, 2013 Council Meeting</b>			
13-03-150	That administration investigate the construction of rural water line connections to access more provincial funding.	Joulia John K.	In progress
13-03-165	That administration proceed with drafting an Antenna System Siting Protocol for review by Council.	Byron	In progress
<b>May 7, 2013 Council Meeting</b>			
13-05-319	That administration bring back a proposed Land Use Bylaw amendment for structure removals within Hamlets.	Byron	In progress
13-05-332	That administration develops a policy addressing dedication of reserves as per Division 7 of MGA for Council review and consideration.	Byron	Under Review
<b>May 28, 2013 Council Meeting</b>			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Joulia	In progress Letter sent to DM Rob Penny and meeting held

Motion	Action Required	Action By	Status
July 16, 2013 Council Meeting			
13-07-482	That the Sewage Lagoon Disposal Agreement be adopted as presented and the fees be researched and brought back to Council.	John K.	11-Feb-14
September 10, 2013 Council Meeting			
13-09-655	That a letter be sent to Alberta Environment & Sustainable Resource Development requesting the status of the diseased bison local advisory group.	Grant	In progress
October 8, 2013 Council Meeting			
13-10-689	That administration prepare a Site C Strategy and invite involved parties.	Joulia	
13-10-693	That administration be instructed to continue pursuing taking over the lease for the Meander North and Meander South gravel pits from Environment & Sustainable Resource Development (ESRD) and negotiate with ESRD to fund reclamation and survey costs.	Ron P. Mark	In progress
October 30, 2013 Council Meeting			
13-10-795	That the Fort Vermilion Recreation Board be authorized to re-allocate the skate shack funds in the amount of \$12,500 to repair the skate shack and outside skating rink.	Joulia	
13-10-796	That the 2013 budget be amended to include an additional \$8,000 for the Fort Vermilion Truck Fill Meter Upgrade project, with funding coming from the Water Treatment Plant Reserve.	Joulia	
13-10-798	That administration investigate further options for future bridge replacement.	John K. Ron P.	
13-10-800	That administration proceeds to issue the 2014 Gravel Crushing tender including the Meander Pit as a deletable item, which will close at the first Council meeting in January 2014, and that the tender be awarded subject to budget.	Mark Ron P.	11-Feb-14
13-10-833	That administration negotiate with the property owner for the mobile home encroaching into laneway.	Byron Joulia	
November 29, 2013 Council Meeting			
13-11-849	That after applying the payment for the land to Tax Roll 081648, Council write off the remaining balance of \$30,921.39.	Joulia	
13-11-852	That the 2013 capital budget be amended to include an additional \$6,000.00 for the purchase of a new front mounted snow plow with coming from the Fort Vermilion public works operating budget	Joulia	

Motion	Action Required	Action By	Status
	(structural maintenance and repair).		
13-11-853	That administration be authorized to proceed with reinsulating the Fort Vermilion Fire Department roof at an estimated cost of \$4,500 with funds coming from the 2013 Fort Vermilion office tangible capital asset (TCA) project.	Joulia	
13-11-855	That Administration brings forward the amendments to the Addressing Bylaw as discussed.	Byron	Article in the January/February County Image
13-11-860	That administration advise the Mackenzie Coalition for Early Childhood Development to work with the local Family Community & Support Services groups in the region as County Councillors are currently appointed to these organizations.	Joulia Carol	
13-11-861	That Administration proceed with implementing rural addressing with funding originally coming from the 2014 Capital Budget, with capital costs of the signs billed to the property owners at cost recovery.	Byron	Article in the January/February County Image
13-11-863	That the penalties in the amount of \$243.36 for Tax Roll 295361 and \$1,244.50 for Tax Roll 411113 for Spyglass Resources Corp. be waived due to unusual circumstances.	Joulia	
13-11-864	That the Finance Department be authorized to void the 2013 tax levy of \$20.80 and the penalty levied of \$1.25 in July 2013 for property tax roll 289324.	Joulia	
<b>December 10, 2013 Council Meeting</b>			
13-12-895	That administration proceed with the temporary bridge project for BF 81125 as per Motion 13-10-797.	John K.	
13-12-896	That the fees be waived for any non-profit organization that applies to rezone their property to REC 2 if received before March 31, 2014.	Byron	In progress
13-12-897	That administration bring back the Fee Schedule Bylaw, implementing penalties in the amount of double permit fees for contractors that commence work prior to obtaining the required safety permits.	Byron	11-Feb-14
13-12-899	That all unused 2013 ASB Structural Repair & Maintenance funds be transferred to the Municipal Drainage Reserve at December 31, 2013.	Joulia	
13-12-908	That the timber damage assessment fees be referred to the next AAMDC Zone meeting.	Joulia	
13-12-910	That administration further investigate the Trails in Alberta Highway Rights-of-Way: Policies,	Ron P.	

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	Guidelines, and Standards.		
13-12-919	That a letter be sent to BC Hydro and Environment & Sustainable Resource Development requesting additional monitoring stations at the Tompkins Landing ice-bridge crossing and Fort Vermilion.	Joulia Byron	
13-12-925	That administration be authorized to finalize the Peace Officer Contract with the Town of Rainbow Lake as discussed.	Joulia	In progress
<b>December 18, 2013 Special Council (Budget) Meeting</b>			
13-12-928	That the minimum farmland taxes be set at \$75.00.	Joulia	2014 Tax Rate Bylaw
<b>January 13, 2014 Special Council (Budget) Meeting</b>			
14-01-005	That the water and sewer rates be set at a 90% recovery rate effective March 1, 2014.	Joulia	11-Feb-14
14-01-008	That the Zama Access Road paving be identified as the first priority project should funding become available under the Resource Road Program or the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
14-01-009	That the Blue Hills Road paving to the school be identified as the second priority project should funding become available under the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
14-01-010	That the regional water line between Fort Vermilion and High Level be identified as the first utility project should funding become available under the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
14-01-012	That a Notice of Motion be made to reconsider Motion 13-12-928 at the February 11, 2014 regular council meeting.	Carol	11-Feb-14
<b>January 14, 2014 Council Meeting</b>			
14-01-025	That a letter be sent to the Fort Vermilion School Division requesting a meeting to discuss their cooperation with the RCMP for the purpose of eliminating drug trafficking within schools.	Joulia	
14-01-028	That administration revise Policy DEV001 Urban Development Standards to reflect the County covering the cost of upsizing storm trunk mains and recovering a portion of these costs through offsite levies, and bring it to Council for review and approval.	Byron	11-Feb-14
14-01-029	That the Municipal Development Plan and the Land Use Bylaw be amended as follows:	Byron	11-Feb-14

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> <li>• to allow subdivisions of up to 80 acre parcels out of a quarter* of land, limited to two titles per quarter;</li> <li>• No further subdivisions will be allowed in the two parcel splits;</li> <li>• Continue permitting the existing three titles per quarter* with a maximum of ten acres per subdivision.</li> </ul> <p><i>*a quarter is defined as 160 acres more or less</i></p>		
14-01-031	That administration review opportunities to strengthen the development permit requirements to avoid overland flooding.	Byron	In progress
14-01-035	That administration brings forward the Fee Schedule Bylaw with amendments to the rural water connections fees as discussed.	Joulia Carol	11-Feb-14
14-01-041	That administration continues negotiating a 25-year term lease agreement with Mackenzie Applied Research Association for the Fort Vermilion Agricultural Research Station.	Joulia	
14-01-043	That administration proceeds with review and negotiation of the Electrical Energy Contract with Mustus Energy Ltd. as discussed.	Joulia	In progress
14-01-044	That administration be authorized to enter into the Mutual Aid Agreement with Northern Sunrise County and the MD of Opportunity as presented.	Joulia	In progress
14-01-047	That a letter of support be provided to the La Crete Agricultural Society for their Community Infrastructure Program application as requested.	Carol	
14-01-050	That a letter of support be provided to the High Level Skate Club regarding coach certifications.	Carol	

Motion	Action Required	Action By	Status
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Community Sustainability Plan – Action Items

Tasks	Responsibility	Approximate Deadline
<b>Sustainable governance items:</b>		
Citizen-engagement plan, formal avenues for active citizen involvement in strategic planning, long-term planning; undertake citizen satisfaction surveys;	CAO	
Local elections – collect, keep and report to Council voter data from municipal elections (comparative between elections);	Carol	
Review and/or establish Council Policy/Procedure on media communications, responding to citizens, contact with Government, etc.;	CAO, Carol	
Establish a Council Library in the Corporate Office (make a variety of municipal government related books and magazines available);	CAO, Carol	Completed
<b>Service delivery items:</b>		
Review standards for the services that are delivered and establish a formal process to review and evaluate compliance with those standards;	Management Team	
<b>Infrastructure items:</b>		
Review and recommend options regarding an infrastructure management system;	Management Team	
Review/develop a plan for maintaining municipal infrastructure;	Management Team	
<b>Economic vitality items:</b>		
Bring options regarding establishing an annual business licensing;	Byron	
<b>Risk management items:</b>		
Review and report to Council regarding a municipal service continuity plan;	Management Team	
Review and report to Council regarding Occupational Health and Safety practices (inclusive of CORE certification status).	CAO	





# THE ALBERTA ORDER OF EXCELLENCE

**Lieutenant Governor of Alberta  
and Chancellor of the  
Alberta Order of Excellence**  
The Honourable Donald S. Ethell

*January 6, 2014*

**Chairman**  
J. Angus Watt, Edmonton

**Council**  
Brian Felesky, Calgary  
Barry Finkelman, Medicine Hat  
Mike Frey, Grande Prairie  
Audrey Luft, Edmonton  
Eric Rajah, Lacombe

**Executive Director**  
Gayle Stannard

*Reeve Bill Neufeld  
Mackenzie County  
PO Box 640  
Fort Vermilion, Alberta T0H 1N0*

*Dear Bill Neufeld,*

*On behalf of the Alberta Order of Excellence Council, I would like to invite you to nominate a deserving Albertan to become a member of the Alberta Order of Excellence.*

*The Alberta Order of Excellence is the highest honour that can be bestowed on a citizen of this province. I trust that you might know a special citizen who has made significant contributions to the lives of other Albertans and that deserves to be considered for this honour.*

*This remarkable Albertan must be a Canadian citizen, live in Alberta and have made a significant contribution provincially, nationally and/or internationally. For more information on the Alberta Order of Excellence and a nomination form, please visit our website at [www.lieutenantgovernor.ab.ca/aoe](http://www.lieutenantgovernor.ab.ca/aoe).*

*It is my hope that you know someone that can be considered for the 2014 Alberta Order of Excellence. The nomination deadline is February 15, 2014.*

*Yours sincerely,*

*J. Angus Watt  
Chair, Alberta Order of Excellence Council  
(780) 412-6645*

*Alberta*



LEGISLATIVE ASSEMBLY  
ALBERTA

**Jeff Wilson, MLA**  
Calgary – Shaw

January 6, 2014

Reeve Bill Neufeld  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

To Reeve Neufeld,

It is my pleasure to write to you as the new Official Opposition Critic for Municipal Affairs. I am very happy to be working with you on this very important portfolio. I recognize that issues facing municipalities in Alberta are both numerous and diverse, requiring cooperation and communication in order to achieve meaningful and lasting results.

I have written to Minister Hughes, congratulating him on his new appointment as well as indicating my willingness to work closely with him on the very important issues Municipal Affairs is and will be facing. I anticipate working with you in the coming months and years on issues important to you. Every municipality is vital to Alberta as a whole, and I look forward to advocating for the priorities of your community, as well as defending the rights of local officials in the decision-making process. I firmly believe that local autonomy and responsibility are the foundation for a more prosperous future for Albertans.

If there are any issues that you feel would be best addressed by a meeting with me, please contact my Edmonton office to arrange the meeting.

Sincerely,

Jeff Wilson, MLA

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JAN 21 2014

MACKENZIE COUNTY  
FORT VERMILION OFFICE





# WHEATLAND COUNTY

HVY 1, R.R.1 STRATHMORE, ALBERTA T1P 1J6 PH: 403.934.3321 FAX: 403.934.4889

www.wheatlandcounty.ca

Office of the Reeve

January 10, 2014

Jim Rennie, Mayor  
Woodlands County  
P.O. Box 33  
Fort Assiniboine, Alberta  
T0G 1A0

Dear Mayor Rennie:

## **RE: Provincial Funding**

On behalf of County Council I am writing this letter to support your municipalities efforts in urging the Province to reinstate funding for the repair, replacement, and maintenance of bridges and culverts. The discontinuation of this funding program is having a tremendous negative impact on our budget as well as many other municipalities throughout the Province. The need for funding is immediate and reduced funding will ultimately the restriction or possible closer of bridge structures throughout the Province due to lack of funding. We remain hopeful that the Province will reinstate funding as the economic picture improves for the Provincial government, but in the mean time we remain very concerned about the long term ramifications of this funding shortfall both on our economy and municipal government finances.

Should you require further information please contact the undersigned at your convenience.

Sincerely,

Glenn Koester  
Reeve

cc: Jason Hale – MLA Strathmore-Brooks  
Neil Brown, QC(PC) – MLA Calgary-Mackay-Nose Hill  
Honourable Wayne Drysdale, Minister of Transportation  
**Alberta rural municipalities**

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MACKENZIE COUNTY  
FORT VERMILION OFFICE

# V.S.I. SERVICES (1980) LTD

A nonprofit organization providing veterinary care in Alberta

BOX 202

FAIRVIEW, AB T0H 1L0

PH 780 835 4531

January 14, 2014

Ms. Joulia Whittleton, CAO  
Mackenzie County  
Box 640  
Fort Vermilion, AB T0H 1N0

Dear Joulia

Dr. Quist brought an error in your second quarter report of VSI expenditures.

In my last letter to you, dated October 31, 2013 I reported that your second quarter expenditures were \$3,003 when in reality they were 9,748. I missed the first 99 lines of claims when I totaled the column in your second quarter report.

Following is an estimate of your current VSI account status with the above corrections:

	Claims	Payments	Balance
Jan. 1, 2013			\$<1,005>
Payments in 2013		\$25,100	24,095
First Quarter	\$5,841		18,254
Second Quarter	9,748		8,506
Third Quarter	502		8,004

Note the above table **does not include** your share of **administration fees** or **investment income** for 2013.

Your expenditures for the first 3 quarters of 2013 are \$251 higher than the same period in 2012. To date Dr. Quist's claims for the fourth quarter of 2013 total \$4,019. Assuming that no other veterinarians have done work in Mackenzie County during the fourth quarter you will have approximately \$2,000 left in our account once administrative costs have been finalized.

Copies of the adjusted second and third quarter reports and have been e-mailed to [gsmith@mackenziecounty.com](mailto:gsmith@mackenziecounty.com) and [cnate@mackenziecounty.com](mailto:cnate@mackenziecounty.com).

I apologize for this error and thank Dr. Quist for bringing it to my attention. It also points out the importance of having your staff closely review your quarterly reports when they are sent out.

If you have any further questions please let me know.

Yours sincerely

  
J. M. Henderson, Manager

cc Grant Smith  
Colleen Nate

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JAN 21 2014

MACKENZIE COUNTY  
FORT VERMILION OFFICE





ALBERTA  
HUMAN SERVICES

*Office of the Minister*

January 17, 2014

His Worship Bill Neufeld, Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Reeve Neufeld:

I am very pleased to announce that the *Building Families and Communities Act* received Royal Assent on December 11, 2013. This legislation enables Human Services to establish Family and Community Engagement Councils (FCECs) that will:

- identify social issues, opportunities, challenges and potential solutions;
- build relationships, co-operative spirit and a common purpose;
- involve community partners such as health advisory councils, municipalities, Aboriginal agencies, the private sector and non-profit organizations;
- offer advice, make recommendations and report on social-based issues, needs, solutions and outcomes; and
- achieve outcomes identified by more than 31,000 Albertans in Alberta's Social Policy Framework.

I am accepting applications for membership on the FCECs. Members will come from all backgrounds and possess a wide variety of skills. We are looking for passionate, committed individuals to work as agents of change in their communities. Each FCEC will be representative of the local community and will include Aboriginal representation to ensure the social and cultural perspectives of First Nations, Métis and Inuit community members are reflected.

I am hoping you will assist me in recruiting the people we need for our new FCECs. I would appreciate your leadership in encouraging individuals you know, who you believe would be suitable, to submit an application. This invitation is also extended to you. The closing date for applications is February 14, 2014.

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.../2

**MACKENZIE COUNTY  
FORT VERMILION OFFICE**

Attached is information regarding the role of the FCECs, member competencies and remuneration. Additional information, including an application form, can be found on our website at [humanservices.alberta.ca/fcec](http://humanservices.alberta.ca/fcec).

There are also a number of recruitment materials available to you, including business cards, posters, and leaflets. If you would like any recruitment materials, or if you have any additional questions, please contact Ms. Harriet Switzer, Governance Services Group, at 780-644-5051 (toll-free outside the Edmonton area by first dialing 310-0000), or by email at [harriet.switzer@gov.ab.ca](mailto:harriet.switzer@gov.ab.ca).

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Bhullar', with a long horizontal line extending to the right.

The Honourable Manmeet S. Bhullar  
Minister

Attachment

## ABOUT THE FAMILY AND COMMUNITY ENGAGEMENT COUNCILS

The Family and Community Engagement Councils (FCECs) will be a network of regional councils made up of Albertans from all areas of interest and capabilities and will have an Aboriginal perspective.

### Role of Members

The FCECs will be accountable to the Minister of Human Services for engaging communities on social issues and gathering feedback to direct policy at a strategic level. Key committee responsibilities include:

- working with communities and a range of partners to identify social policy issues and potential solutions;
- engaging communities on strategic and policy directions respecting social-based services under the mandate of Human Services;
- making recommendations on the needs and issues in their community; and
- informing the Minister on how policy directions are achieved and sharing successes with the community.

### Competencies

The following are the key competencies council members will display.

- Fundamental knowledge and understanding of social-based issues in the community
- A strong connection to their community
- The ability to foster discussion on matters of strategic importance
- The ability to build on existing community relationships and linkages with other key stakeholders and community leaders
- The ability to work as part of a group while being persuasive, assertive and flexible
- Computer literacy and awareness of social media

### Remuneration

Members are reimbursed for expenses and receive honoraria in accordance with Order in Council #466/2007, Schedule 1 Part A:

#### Members

\$164.00	for up to and including 4 hours in any day; or
\$290.00	for up to and including 8 hours in any day; or
\$427.00	for over 8 hours in any day.

#### Co-Chairs

\$219.00	for up to and including 4 hours in any day; or
\$383.00	for up to and including 8 hours in any day; or
\$601.00	for over 8 hours in any day.

January 20, 2014

Our File: 1560-RRP-10

Mr. Bill Neufeld  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermillion, Alberta  
T0H 1N0

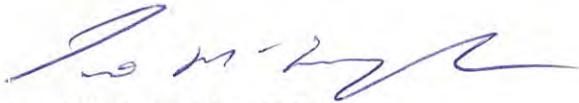
Dear Mr. Neufeld:

**Re: Resource Road Program**  
**Zama City Access Road PH3 – GBC and ACP Project**

Please be advised that a grant in the amount of \$450,000 is being electronically transferred to Mackenzie County. This amount represents an advance payment under the Resource Road Program and is provided to assist you with the Zama City Access Road PH 3 – GBC and ACP project.

We are pleased to assist you with this worthwhile endeavour

Yours truly,



Trent McLaughlin, P.Eng.  
Regional Director

CB/ljl

cc: Honourable Frank Oberle, MLA Peace River  
Danny Jung, Infrastructure Manager, Alberta Transportation  
Barry Pape, Rural Transportation Specialist, Alberta Transportation

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JAN 24 2014

MACKENZIE COUNTY  
FORT VERMILION OFFICE

Alberta ■



**From:** [claudio.gravelle.a1@parl.gc.ca](mailto:claudio.gravelle.a1@parl.gc.ca)  
**Subject:** National Dementia Strategy: Municipal Resolution and C-356  
**Date:** Thursday, January 23, 2014 11:50:30 AM  
**Attachments:** [A resolution in support of a national dementia strategy.docx](#)  
[Résolution en faveur d'une stratégie nationale sur la démence.docx](#)

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Dear Mayor and Councillors,

As elected officials, you will know both professionally and personally the monumental healthcare crisis posed by Alzheimer's and related dementia diseases facing Canada.

It is a non-partisan disease requiring non-partisan solutions at the federal, provincial and municipal levels.

The figures tell us we must act now – over ¾ million Canadians affected, to double to 1.4 million in a generation; a cost of \$33 billion to skyrocket to \$293 billion by 2040.

I was with my siblings an overwhelmed caregiver dealing with my mom's Alzheimer's. That is why I drafted this legislation.

I am sending the attached English and French municipal resolution hoping you will pass it, forwarding notification and copies (postage free) to my office and to Prime Minister Stephen Harper and Health Minister Rona Ambrose.

Already, over 100 municipalities in Ontario have passed the resolution.

If you have any questions, do not hesitate to contact me at this email address.

Claude Gravelle MP  
Nickel Belt

Chers Maire et Conseillers,

En tant qu'élu, vous êtes au courant, sur le plan professionnel et personnel, de la crise profonde que causent la maladie d'Alzheimer et les autres troubles de démence dans le secteur des soins de santé au Canada.

Il s'agit de maladies non partisans qui requièrent des solutions non partisans aux échelons fédéral, provincial et municipal.

Les données nous disent qu'il faut agir dès maintenant – plus de 750 000 Canadiens sont atteints de ces maladies, et on s'attend à ce que ce nombre double pour atteindre 1,4 million de personnes en une génération. Les coûts, qui se chiffrent actuellement à 33 milliards de dollars, atteindront 293 milliards de dollars d'ici 2040.

Avec les membres de ma famille, je me suis occupé de ma mère, qui était atteinte d'Alzheimer, et j'étais dépassé par la situation. C'est pourquoi j'ai rédigé ce projet de loi.

Vous trouverez en pièce jointe la résolution municipale (version anglaise et française). J'espère que vous l'approuverez et que vous en enverrez avis et des copies (sans frais postaux) à mon bureau, ainsi qu'au premier ministre Stephen Harper et au ministre de la Santé Rona Ambrose.

Déjà, plus de 100 municipalités de l'Ontario ont adopté la résolution.

Si vous avez des questions, n'hésitez pas à communiquer avec moi à la présente adresse courriel.

Claude Gravelle  
Député  
Nickel Belt

## **A Resolution in Support of a National Dementia Strategy**

Whereas Alzheimer's disease and other dementias are progressive, degenerative diseases of the brain that cause thinking and memory to become seriously impaired;

Whereas Alzheimer's disease and other dementias most often occur in people over the age of 65 but can strike adults at any age; and

Whereas Alzheimer's disease and other dementias affect more than 500,000 Canadians currently and that this figure is projected to reach 1.1 million within a generation; and

Whereas Alzheimer's disease and other dementias also takes their toll on hundreds of thousands of families and care partners; and

Whereas an estimated further three million Canadians face the burden and challenges of providing care for those suffering with Alzheimer's disease and other dementias; and

Whereas there is no known cause or cure for this devastating illness; and

Whereas the cost related to the health care system is in the billions and only going to increase, at a time when our health care system is already facing enormous financial challenges; and

Whereas Canada, unlike many countries, does not have a national dementia strategy; and

Whereas there is an urgent need to plan and raise awareness and understanding about Alzheimer's disease and other dementias for the sake of improving the quality of life of the people it touches; and

Whereas MP Claude Gravelle Nickel Belt has introduced Bill C-356, *An Act respecting a National Strategy for Dementia*, as he works for broad, all party and non partisan support for an issue that touches us all. His legislation calls for a national plan that includes the development of strategies in primary health care, in health promotion and prevention of illness, in community development, in building community capacity and care partner engagement, investments in research and other (advisory board, objectives, investment in research, and caregivers and more)

Now therefore, the City of **INSERT YOUR TOWN HERE** calls on all levels of government and the Federation of Municipalities to adopt a national dementia strategy, and urges all citizens of our communities to become more aware and engaged concerning the far-reaching effects of this devastating disease.



# High Level Community Policing Society

Box 2001  
High Level, Alberta  
T0H 1Z0

Phone: 780-926-2532 Fax: 780-926-3444

**Citizens on Patrol - Victim Support Unit  
Domestic Violence Response Unit - D.A.R.E.**

January 30, 2014  
ATTN: Bill Neufeld

Good Day,

I am writing on behalf of the High Level Community Policing Society. We are a community based not for profit charitable organization whose mandate is to govern and ensure the continued existence of the following programs: Citizens On Patrol (COP), Victim Support Unit (VSU), Domestic Violence Response Unit (DVRU) and Drug Awareness Reduction Education (DARE). These programs focus on crime prevention and reduction interventions, and provide support services to those who have experienced the trauma of crime and tragedy.

It's that time again that the High Level RCMP and the High Level Community Policing Society are co-hosting the annual Regimental Ball and silent auction on April 5, 2014. As the Regimental Bar is a fundraising event, all the proceeds will go to the above mentioned programs administrated by the High Level Community Policing Society and other initiatives we provide throughout the year.

We are currently seeking sponsors to donate towards the purchase of our larger auction and raffle items. Prize sponsors will receive a tax receipt and recognition at our Regimental Ball for their generous support. Without this support from the community we would not be able to provide these programs which are essential to the surrounding area's well-being.

We also invite you to join us on April 5<sup>th</sup> in recognizing our RCMP Officers, HLCPS Board members and program volunteers and enjoy an evening of fine food, great music and fun!

For more information or to purchase tickets, please visit the HLCPS at the High Level RCMP Detachment or contact Samantha at 780 502-2665 or Julie at 780 841-1087.

On behalf of our Board of Directors, dedicated volunteers and most importantly our clients, thank you for your consideration.

Sincerely,

Julie Hexspoor  
Manager  
High Level Community Policing Society

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MACKENZIE COUNTY  
FORT VERMILION OFFICE



January 30, 2014

Dear NCDC Members,

NCDC has received a request from Wayne Drysdale, Alberta's Minister of Transportation, to come up with recommendations for transportation corridor priorities for northern Alberta. While this request is specifically for Alberta, you can appreciate the larger picture which is how those connectors partner with British Columbian opportunities to move product to BC's northern ports.

An example may be the Rainbow Lake Fort Nelson Connector which could move NW Alberta product to Fort Nelson – Fort-St. John and points west.

I have attached a summary of recommendations completed by the Northern Alberta Development Council, a follow up to a 2002 study that highlights what was then considered northern Alberta priorities.

I ask that you review the attached document and consider corridor opportunities in your regions that may be influenced by northern Alberta developments. If you have any thoughts on recommendations from NCDC, ask that you forward them to me by February 5, 2014. The NCDC Board is meeting on February 6 and we can review your suggestions.

The recommendations will be compiled into a summary report and presented to Minister Drysdale upon completion. Thank you in advance for your recommendations.

Dan Dibbelt, Executive Director

NCDC

# Northern Highways Strategy

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***Building For Tomorrow Today***

***... Advancing The Alberta Economy***



Prepared by:  
**Northern Alberta Development Council**  
**October 2008**

# Northern Highways Strategy

## Table of Contents

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<b>Northern Highways Strategy</b>	
Building for Tomorrow ...Today .....	1
... Advancing The Alberta Economy	
<b>The Alberta Economy - A Northern Perspective .....</b>	<b>2</b>
Introduction .....	2
Overview of Economic Activity .....	2
Future Northern Prospects .....	6
Tourism .....	6
Value-Added industries .....	6
New Commercial Ventures .....	7
One Priority - The Role of Northern Highways .....	7
<b>Northwestern Canadian Integrated Road Network Plan .....</b>	<b>8</b>
Purpose .....	8
Northern Alberta Highways Projects .....	8
Concept Map .....	9
<b>Northern Highways Strategy .....</b>	<b>10</b>
A Priority For Alberta .....	10
Strategic Directions .....	10
Implementation Strategies .....	10
Alberta Transportation Business Plan .....	10
Special Funding Program .....	11
Rationale .....	11
Existing Highway Commitments and Maintenance .....	11
<b>Northern Highways Projects .....</b>	<b>12</b>

# Northern Highways Strategy

## Building For Tomorrow Today ... Advancing The Alberta Economy

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Northern Alberta will continue to make a significant contribution to the Alberta economy as the Province of Alberta moves into the future. The building of northern highways will be a key factor in realizing the many northern economic development opportunities and the provincial benefits associated with them.

The proposed northern highways included in this proposed “Northern Highways Strategy” are all priorities. They will provide enhanced access to resources, tourism routes for the Province’s growing tourism industry and connections to communities. These highways will also play a critical role in the integration of the Province of Alberta’s highway system with neighbouring provincial and territorial jurisdictions.

When looking to the future of the Province of Alberta, the North will be an important cornerstone to the advancement of the Alberta economy. In order to advance, northern highways must be developed as a priority program for the Provincial Government.

**The Western Premiers approved the Northwestern Canada Integrated Road Network Plan in 1998. It identified a number of highways as critically important. The NADC has identified Highway 40 and its importance as a strategic link between Grande Prairie, Grande Cache, Hinton, southern Alberta and British Columbia. Given the importance of the north to the Alberta economy, the NADC is asking the provincial government to identify how these roads fit in the strategic implementation plan.**



# The Alberta Economy - A Northern Perspective

## Introduction

The Northern Alberta Development Council understands the importance of a highway transportation network, as it is vital to develop the social and economic fabric of northern Alberta. Communities and businesses require a road network that links the regions of northern Alberta with each other and with Western Canada.

The Northwestern Canadian Integrated Road Network Plan has seen considerable progress over the last 10 years. More work, however, is required. Some highways have not been completed, and changing circumstances have lead to the identification of further highways as being critically important to Alberta's economic development.

## Overview of Economic Activity

Northern Alberta (defined as the area covered by the Northern Alberta Development Council) is a *significant contributor to the economy of Alberta*. This is clearly shown by the following table.

Table 7.1  
Economic Contribution of the NADC Region

Economic Contributions	Year	Total Contribution (\$ Billions)			Value Per Capita (\$ Thousands)		
		NADC Region	Rest of Alberta	NADC as % of Alberta	NADC Region	Rest of Alberta	Alberta Average
Exports	2005	37.1	92.6	28.6	125.7	31.4	40.0
	2010	40.3	96.3	29.5	124.5	29.5	38.1
Investment	2005	13.2	36.6	26.4	44.5	12.4	15.4
	2010	12.0	40.5	22.8	37.0	12.4	14.6
Materials for manufacturing	2003	1.4	30.6	4.3	5.3	11.0	10.5
Materials and labour for oil sands investment	2006-10*	1.2	23.9	4.9	4.0	7.7	7.4
Employment earnings	2005	7.3	76.2	8.8	24.8	25.9	25.8
	2010	9.3	96.5	8.8	28.7	29.6	29.5
Government revenues - Alberta	2004-05**	5.9	23.5	20.0	21.7	8.4	9.6
	2008-09**	6.0	24.5	19.7	19.2	7.8	8.9
Government revenues - Federal	2005	2.6	24.2	9.8	8.9	8.2	8.3
	2010	3.3	29.7	9.9	10.1	9.1	9.2

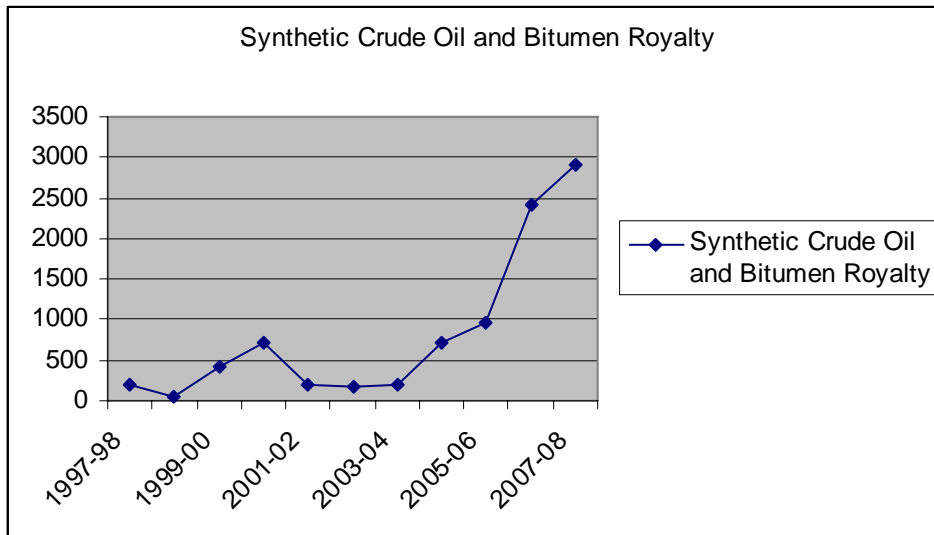
Source: GTS Group International. "Analysis of the Economic Contribution of the Northern Alberta Development Council Region to Alberta and Canada: July 31, 2008." Website: [www.nadc.gov.ab.ca](http://www.nadc.gov.ab.ca), accessed October, 2008.

The north is rich in a variety of resources. Northern Alberta is a major producer of agriculture, forestry and energy products. Northern highway projects are an investment in Alberta’s future. Highway infrastructure projects help communities and industry to grow and prosper. In turn, this allows the Province to collect more revenues through royalties, timber fees, corporate taxes, and personal taxes. Resource developments in northern Alberta are closely tied to Government’s ability to fund other priorities such as health and education.

Oil sands developments are just one example of the significant contribution the overall northern energy sector makes to the provincial economy. All of Alberta’s oil sands deposits are located in northern Alberta. In 1999, oil sands production amounted to 585 thousand barrels per day. Today’s forecast is to see that number grow to five million barrels per day by 2020. More than 204 billion dollars of oil sands investment is expected for the 2008 – 2012 period. Excluding construction jobs there are 6,000 permanent jobs locally in the oil sands and 18,000 nationally. By 2010 this is forecasted to exceed 13,000 locally and 39,000 nationally.<sup>1</sup>

Based on the following charts, northern Alberta will continue to contribute substantially to the Alberta economy. Efficient and interconnected transportation routes will create new opportunities to expand on northern Alberta’s economic contribution.

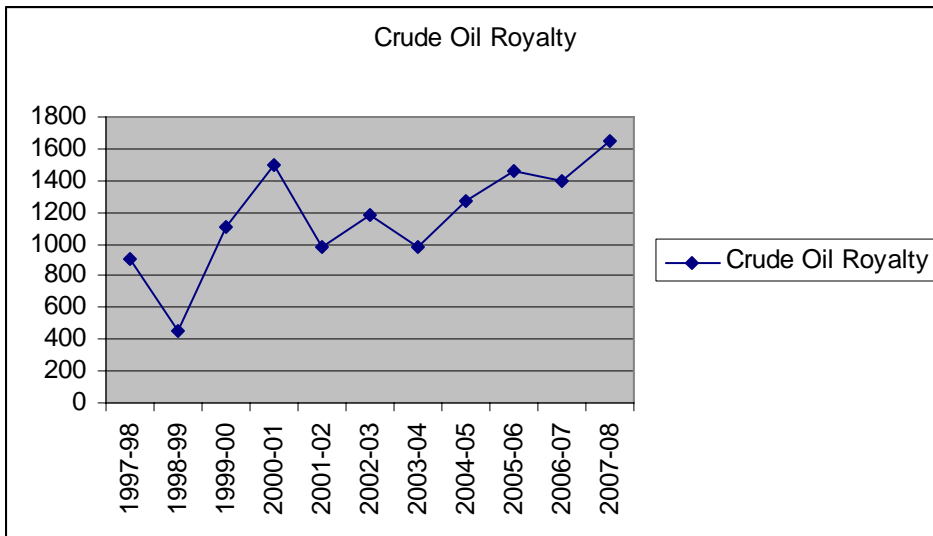
The following chart shows Alberta oil sands. In the period 1997- 2008 Alberta royalties amounted to \$8.9 Billion.



*Alberta Energy Annual Report 2001/2002 and 2007/2008*

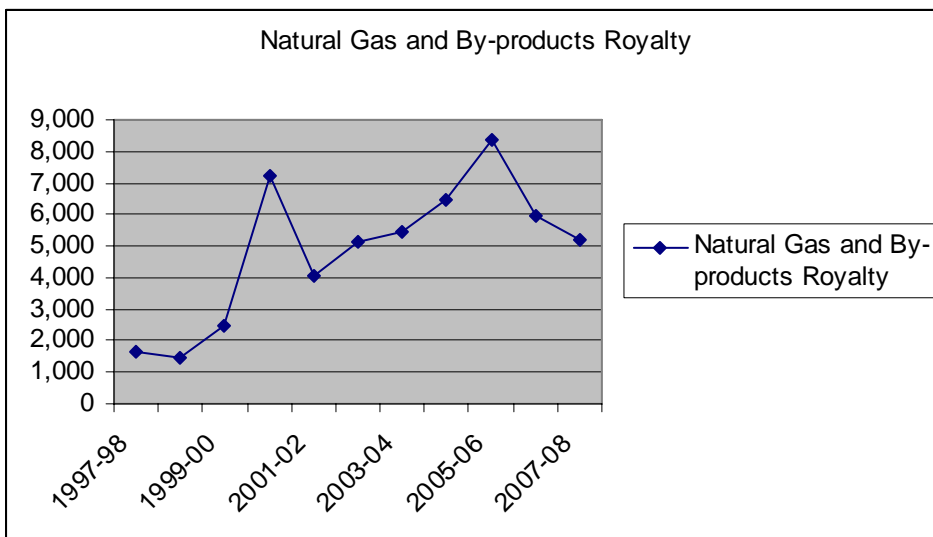
<sup>1</sup>The Oil Sands Developers Group: Energy from Athabasca. “Oil Sands Developers Group 2008 Survey and Forecast Results – August 2008” Webpage. [www.oilsandsdevelopers.ca](http://www.oilsandsdevelopers.ca) accessed October 2008.

This chart shows Alberta crude oil royalties. In the period 1997 - 2008 Alberta royalties amounted to \$12.8 Billion. Northern Alberta accounts for 42 % of Alberta's conventional oil production.



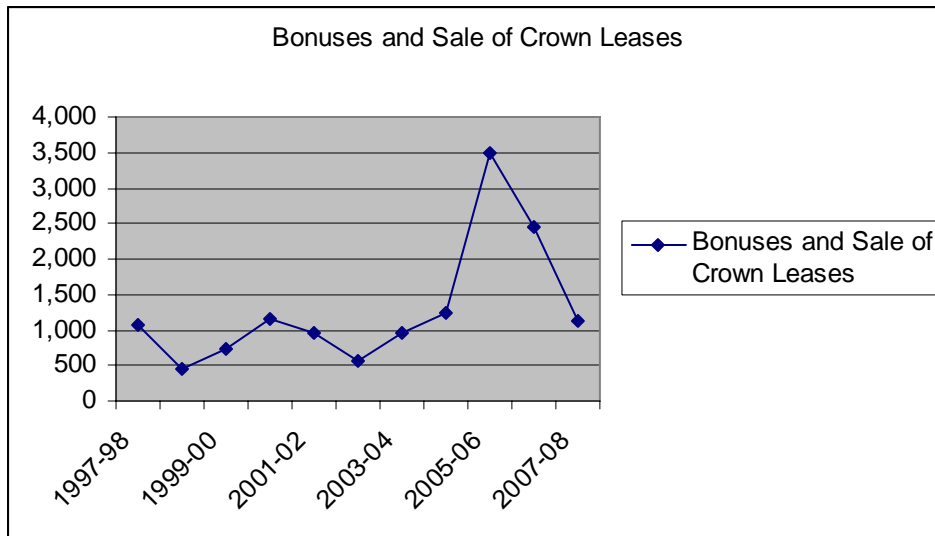
*Alberta Energy Annual Report 2001/2002 and 2007/2008*

The following chart shows Alberta natural gas and by-products royalties. In the period 1997 - 2001 Alberta royalties amounted to \$53.3 Billion. Northern Alberta accounts for 37 % of Alberta's natural gas production.



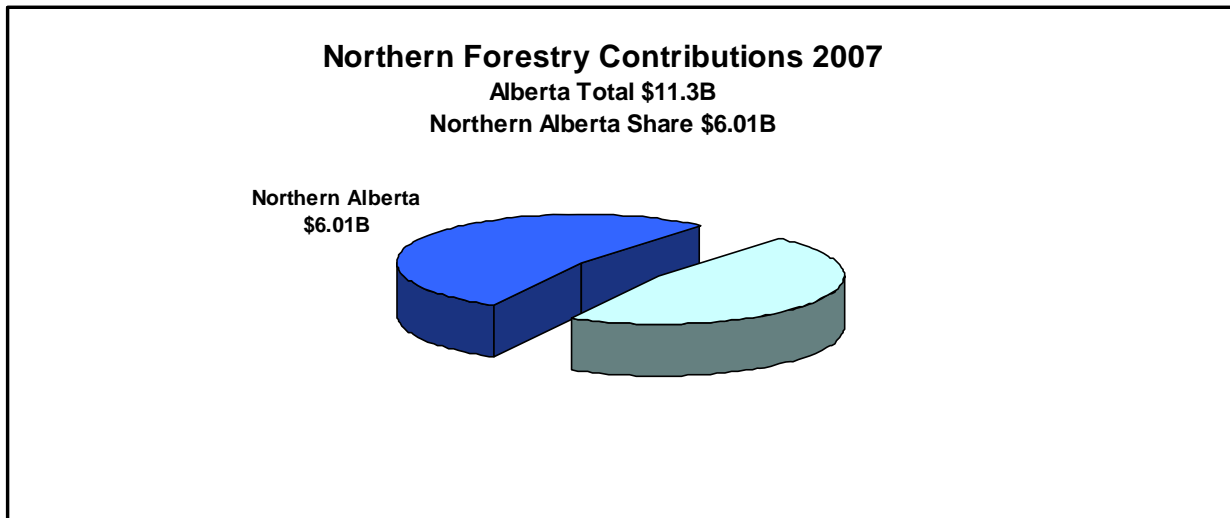
*Alberta Energy Annual Report 2001/2002 and 2007/2008*

The following chart shows Alberta royalties collected through bonuses and sales of crown land leases. In the period 1997- 2008 Alberta royalties amounted to \$14.2 Billion.



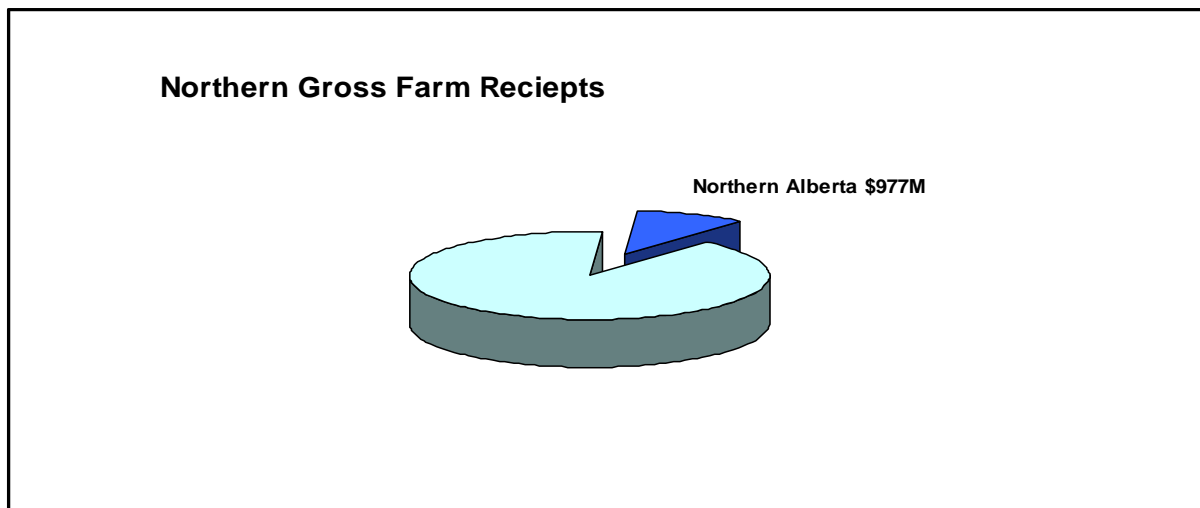
Alberta Energy Annual Report 2001/2002 and 2007/2008.

This chart shows the overall forestry sector contribution to Alberta for 2007. The total revenues of all product sales including direct and indirect benefits, corporate and personal income tax, property tax and stumpage and protection charges amount to \$11.3 billion. Of this amount, \$6.0 billion can be attributed to northern Alberta.



Source: Alberta Forest Products Association, Economic Impacts of the Alberta Forest Industry, June 2008

The following chart shows northern Alberta's portion of 2006 provincial gross farm receipts. This amounts to more than \$977 million or about 10 % of Alberta's total gross farm receipts.



Source: Statistics Canada, Census of Agriculture, 2006.

## Future Northern Prospects

Northern Alberta has immense resource exploration and development potential such as mining, tourism, new commercial ventures and value added activities. Mining includes exploration, development and commercialization stages and each stage provides many spin-off benefits. In 2006 \$6.5 million was spent on exploration in Alberta as reported by the Alberta Geological Survey. There have been encouraging discoveries throughout northern Alberta, including iron, uranium, diamond, and titanium deposits. At present no commercial mines (non-energy type mine) operate in northern Alberta,

### **Restrictions**

Without adequate transportation networks future opportunities for wealth creation for the province will be restricted. This is particularly important with the uncertainty of world energy markets. Effective transportation leads to value added opportunities, and additional commodities.

### **Tourism**

Highway infrastructure is necessary to support the development of a strong and vibrant tourism industry. Improvements in transportation will increase the North's ability to participate in expanding tourism markets. The abundance of lakes, forests and wildlife provide excellent resources for this industry. Each year, more visitors are attracted to the northern experiences which include outdoor recreation, historic, cultural and urban attractions.

### **Value -Added Industries**

Northern Alberta is reliant on primary resource activities. As demand and markets change there is huge potential for northern Alberta to add value to products in the oil/gas, agriculture and forestry sectors. Secondary processing can be further advanced in northern Alberta if transportation challenges are addressed. Transportation of finished product out of the region is becoming an issue.

### ***New Commercial Ventures***

Road infrastructure projects strengthen businesses and industries that are already part of the region. Road development helps to diversify existing industries and spur new ventures that bring new employment and income to the north and Alberta.

### **One Priority - The Role of Northern Highways**

Highways are critical in the economic growth and development of northern Alberta. Due to the current and potential economic activity in northern Alberta there is a need to make the highways identified in the Northwestern Canada Integrated Road Network Plan (NCIRNP) the priority for highway development. All of the identified highways provide vital connections to resources, communities and neighbouring jurisdictions. The integration of this system will result in opportunities to further advance the economic development and diversity of northern Alberta.

Much of northern Alberta's economy is tied to the development of natural resources, movement of commodities, and the inter-relationship between regions. Based on these considerations, the Province of Alberta must strive to build and maintain an effective highway system in northern Alberta. Highways are also vital in reducing the isolation of northern communities and expanding lifestyle options for northerners.

The rationale for this “one priority approach” is based on the significant need for northern highways and the significant revenues generated as a result of resource development in northern Alberta. It makes economic sense to undertake these projects now as a way to capture the future potential of the north while provincial revenues are available. It also insures that infrastructure is in place for future value added and non-energy development.

# Northwestern Canadian Integrated Road Network Plan

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In June 1998, the Western Premiers adopted a concept plan, the Northwestern Canadian Integrated Road Network Plan (NCIRNP), for the future development of highways in northwestern Canada. The NCIRNP provides a vision for the integration of road development in northwestern Canada, while recognizing the importance of highways to the advancement of northern development.

Many northern highways have been extensively studied and discussed amongst community, industry and provincial officials. Based on these consultations, key northern Alberta highway development projects were identified in the Network Plan. These highways support the current northern road network, while providing new regional and inter-provincial linkages.

## **Purpose**

The overall goal of the Network Plan is to provide a framework for the future development of an integrated road network in northwestern Canada, including northern Alberta.

## **Northern Alberta Highway Projects**

Northern regions have enormous development potential and will provide increased levels of wealth in all levels of government. Northern-based jurisdictions, including the Province of Alberta, share common opportunities and challenges in relation to future highway transportation needs.

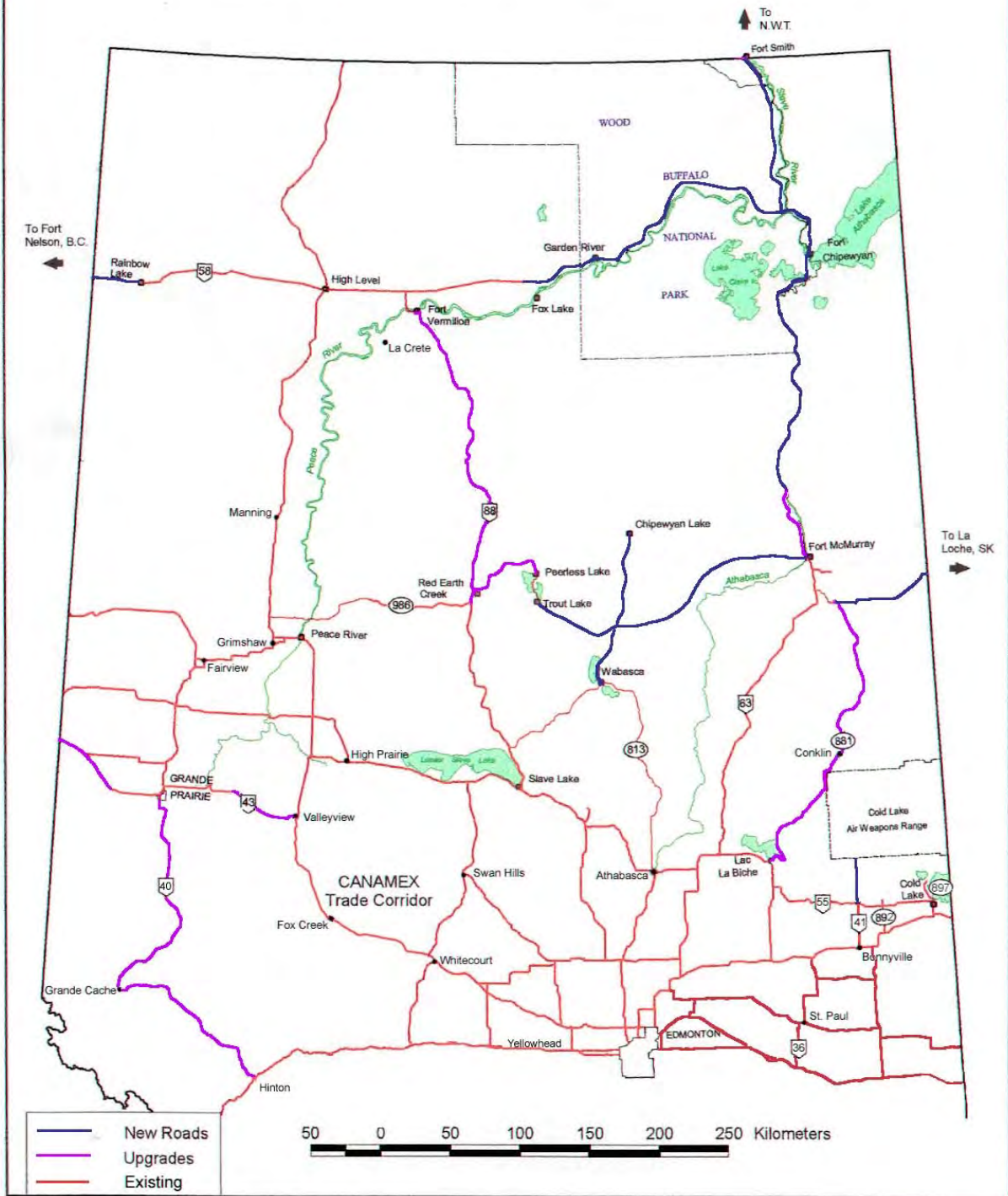
The Northwestern Canadian Integrated Road Network Plan identified the following highway projects:

- Northern Alberta East-West Highway Corridor
- Highway #58
- Highway #88
- Secondary Highway # 881
- La Loche Road
- Highway #41 (added due to resource activity)
- Highway #63
- Secondary Highway #813
- CANAMEX Trade Corridor - Highway # 43

The Northern Alberta Development Council has recommended the following highway project be added to this plan:

- Highway # 40

# Northern Highways Strategy





# Northern Highways Strategy

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## A Priority For Alberta

The overall implementation of the NCIRNP should be a major priority for the Province of Alberta. This position is based on the following:

- significant contribution to the Alberta economy made by the north;
- provincial revenue generation resulting from resource development in northern Alberta;
- advancing new opportunities in agriculture, tourism, non-energy mineral, forestry and resource development;
- enhancing connections to northern, remote communities; and greater highway integration across northwestern Canada.

While the development of northern Alberta's highway system is a priority for northerners, the realization of the above-noted benefits should make this initiative a priority for all Albertans. Northern Alberta drives the Alberta economy.

## Strategic Directions

Highway infrastructure proposed for northern Alberta supports a western Canada integrated road network system. Roads support economic development by providing access to resources and the transportation of commodities, products and services. Roads facilitate an industry expansion plan which in turn generates provincial resource revenues. The economic and social well being in northern communities is tied closely to efforts to strengthen the northern economy. Some communities experience unemployment rates above the provincial averages. More northern roads will promote economic activity and improve labour participation rates, especially for young Aboriginal people living in this region.

## Implementation Strategies

### Alberta Transportation Business Plan

Alberta Transportation incorporates all road transportation projects in its three year business plan. The ministry's planning horizon should not be limited to this time frame. Road projects are dependant upon availability of funds and overall priority importance to Alberta. Construction projects are often phased over several construction seasons. Where possible, the ministry is encouraged to adopt a "start to finish" strategy. In some instances it would be more practical to apply sufficient resources to a single project and complete it sooner. This would reduce the costs of moving construction equipment and personnel and allow roads to be commissioned sooner. The ministry of Transportation is doing an exceptional job given the resources they have and the requirements of Alberta's transportation network, but there are priorities that should be made.

## **Special Funding Program**

Based on its consultation with northerners, the Northern Alberta Development Council believes that access to resources, services to industry/people, access to overseas markets and community de-isolation are key drivers for northern development. The implementation of the Northwestern Canadian Integrated Road Network Plan will help leverage many benefits related to the economy such as increased mobility of local residents, better labour supply, new employment opportunities, small business growth, and revenues for all levels of government. Roads are important to industry because they reduce resource extraction and transportation costs, and provide an incentive to increase exploration activities which brings new projects to completion more quickly.

**The Western Premiers approved the Northwestern Canada Integrated Road Network Plan in 1998. It identified a number of highways as critically important. The NADC has identified Highway 40 and its importance as a strategic link between Grande Prairie, Grande Cache, Hinton, southern Alberta and British Columbia. Given the importance of the north to the Alberta economy, the NADC is asking the provincial government to identify how these roads fit in the strategic implementation plan.**

## **Rationale**

The rationale for this special funding request is based on the significant royalty revenues which accrue as a result of energy projects in northern Alberta. There is also a need to integrate growth across Alberta's northern regions including British Columbia and Saskatchewan. It makes economic sense to invest in these projects now, to compliment resource development activities and the accrual of royalties.

## **Existing Road Commitments and Maintenance**

This request for special project funding will be separate from existing commitments except where the existing commitment is connected to the implementation of the Northwestern Canadian Integrated Road Network Plan.

This initiative would also be separate from the regular operation, upgrading and maintenance of highways in northern Alberta.

# Northern Highways Projects

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*The Northern Alberta Development Council knows there will continue to be significant growth in northern Alberta in the years ahead. This growth is integral in the overall economic health of the province. Road infrastructure will be a catalyst for northern Alberta economic development. Therefore the implementation of this northern highways strategy must be an essential part of the Province of Alberta's economic strategy.*

## New Road Developments

### **NORTHERN ALBERTA EAST-WEST HIGHWAY CORRIDOR**

#### **Fort McMurray - Peace River**

##### **Description**

The original plan includes the paving of Highway 986 between Peace River and Red Earth. The highway connection between Red Earth and Fort McMurray would be built passing through the Peerless Lake region. This northern connection would: provide greater access to natural resources; tourism development opportunities; increasing labour supply for high growth areas; mobility related to employment, and increased access to western ports and overseas markets.

##### **Current Status**

There is a high degree of industry and community support for this project due to the following: lever many economic development and tourism opportunities; provide access to existing and undeveloped resources including mineral exploration; de-isolation of northern communities (Chipewyan Lake); access to services and employment opportunities and greater connections to markets/ocean ports. There is a significant road network already in place, and further development by industry is on-going. This project will provide a coordinated approach to resource access development and provide a new much needed northern east-west public travel route.

This highway corridor will provide another means of access to the Fort McMurray area, a critical consideration in light of events that, from time-to-time, close other access routes into the area. Alberta Transportation has completed a corridor study, and is currently working on a planning study led by Stantec Consulting to be completed in the fall of 2009. Open houses will be held in Fort McMurray, Red Earth, and Wabasca.

## **Highway 58**

### **Description**

As part of the original Northern Highway Strategy this project included four components: 1) the extension of Highway 58 west to the British Columbia border; 2) upgrades to the existing highway between High Level and Rainbow Lake; 3) the extension of Highway 58 to Garden River in Wood Buffalo National Park, and 4) the construction of a new winter road within Wood Buffalo Park from Garden River to Peace Point. Component one is new road construction: component two is widening of primary highway: component three is new road construction to Garden River: and component four is a new winter road. This project would provide access to resources, improve public safety and help to de-isolate Aboriginal communities, (Garden River and communities in the Lake Athabasca region) and provide another connection to Fort Smith NWT.

### **Current Status**

1) The Province of British Columbia has not made any commitments regarding the construction of its portion of the Fort Nelson - Rainbow Lake connector. Alberta does not have any immediate plans to construct a road from Rainbow Lake to the B.C border. 2) The widening of Highway 58 between High Level and Rainbow Lake is currently under way. 3) Extension of the road to Garden River is ready to begin, however the shortage of diesel fuel has hindered the commencement of the project. Alberta and Indian and Northern Affairs Canada (INAC) are partnering on the construction this road. 4) In the past the Federal Liberal Government indicated an interest in the construction of a viable winter road with in the park. Currently there is yet to be a decision about road access through the Wood Buffalo National Park.

## **Highway 88**

### **Description**

This project originally included the upgrading and paving of Highway 88, from Red Earth to Highway 58. This road is an integral part of the northern road system which will connect east-west regions of northern Alberta. The project is expected to enhance economic development, reduce safety concerns and improves access to services. It facilitates public travel and resource extraction activities across a vast region and also provides a more direct route for the shipment of goods and supplies to northern communities.

### **Current Status**

Northern portions of this road from, Highway 58 to a point just south of Fort Vermillion have recently been paved. The remainder of Highway 88 south to Red Earth is being maintained as a graded gravel road. Highway 88 is paved from Red Earth south to Slave Lake.

## **Highway 881**

### **Description**

This project originally involved two components: 1) the completion of upgrades planned for Highway 881 between Lac La Biche and Fort McMurray; and 2) the alternate connection between Conklin and Highway 55 once the first part of the project is complete. Highway 881 serves as an alternate to Highway 63; it provides emergency route access for the Fort McMurray area in case Highway 63 is cut off, it is an alternate route for oil sands development, and it enhances inter-jurisdictional trade and community access to Janvier and Conklin.

### **Current Status**

Paving of the highway has been completed and a new truck staging area has been built just east of Lac La Biche. There are no further plans for capital improvements.

## **La Loche Road**

### **Description**

The project originally promoted building the connector road from Fort McMurray to La Loche, Saskatchewan. The completion of the La Loche road will provide access to Saskatchewan labour for the Fort McMurray region and open up lifestyle opportunities for Fort McMurray residents to enjoy recreation and tourism opportunities in Saskatchewan. The project helps fulfil a two year old commitment between former Saskatchewan Premier, Lorne Calvert and former Alberta Premier, Ralph Klein.

### **Current Status**

In Alberta, the design of road alignment and a new bridge is in progress for the connector road to La Loche. Saskatchewan has completed their portion of an all weather road to the Alberta border.

## **Highway 63**

### **Description**

This project originally involved the extension of Highway 63, north of Fort McMurray to Fort Chipewyan. This project will provide an all weather road to residents of Fort Chipewyan. It will reduce costs to service the region, create new economic opportunities and compliment the Northwestern Integrated Road Network Plan.

### **Current Status**

Highway 63 is now four lanes from Fort McMurray to Syncrude. Sections of the winter road, which is administered by the Regional Municipality of Wood Buffalo, are anticipated to be improved by industry to meet their needs. There are no plans, at this time, to transfer these roads to the Provincial Highway network.

### **Highway 813**

#### **Description**

Originally, this project was the extension of Highway 813 from Wabasca north to Chipewyan Lake. The project includes the completion of Highway 813 paving and bridge replacement over the Athabasca River within the Town of Athabasca. This road will increase access to a large geographic area rich in resources. This road will also de-isolate the community of Chipewyan Lake. This project ties in to the proposed extension of Highway 686 connecting Peerless Lake to Fort McMurray.

#### **Current Status**

Resource roads are being built by industry. There are no plans, at this time, to transfer these roads to the Provincial Highway network.

### **CANAMEX Trade Corridor - Highway 43**

#### **Description**

Alberta is part of the CANAMEX Trade Corridor system. This corridor consists of the American States of Arizona, Nevada, Utah, Idaho and Montana and several Mexican States. The key purpose of this international initiative is to facilitate transportation distribution, commerce and tourism between three countries.

The twinning of Highway 43 from Edmonton northwest to Grande Prairie and then to the British Columbia border is part of Alberta's contribution to the CANAMEX project.

#### **Current Status**

This project is underway and will remain a high priority under the Northern Highways Strategy. The Milk River bypass replaces the last two lane section of Highway 4 and will be complete in 2009. Highway 43 west of Grande Prairie to the British Columbia border is still undergoing design and planning studies, with parts of it undergoing construction in Alberta Transportation's Three Year Plan. Still to be twinned is a portion of the highway at Sturgeon Lake.

### **Highway 41**

#### **Description**

This project originally is the extension of Highway 41 to the Department of National Defence Air Weapons Range near Cold Lake. The air weapons range is of significant importance to Canada, especially our commitment to meet North Atlantic Treaty Organization (NATO) air training exercises. 4 Wing Cold Lake conducts annual international training operations in this area; a better road access would be beneficial. The energy sector is optimistic about the area's development potential.

#### **Current Status**

There are no plans, at this time, for capital improvements.

## **Highway 40**

### **Description**

This project is an addition to the original Northwestern Canadian Integrated Road Network, but needs to be included due to changing circumstances. Increased economic and tourism development has seen a large increase in traffic on this north south connector. The highway is seeing a much higher volume of traffic than it was designed for, and is becoming a major commercial route between the Yellowhead Highway and Grande Prairie. There is increasing activity around coal and natural gas interest and activity in the area. Improved road access would help industry and communities in the area and address major safety concerns on this highway.

### **Current Status**

Alberta Transportation has initiated a functional planning study to determine future transportation requirements just south of Grande Prairie. There is no formal commitment to review the highway south of Grande Cache. Straightening and widening the highway south of Grande Cache to Hinton is critical to meet safety and development concerns.

Northern Alberta will continue to make a significant contribution to the Alberta economy as the Province of Alberta moves into the future. The building of northern highways will be a key factor in realizing the many northern economic development opportunities and the provincial benefits associated with them.

**MACKENZIE HOUSING MANAGEMENT BOARD  
ORGANIZATIONAL BOARD MEETING  
November 25, 2013 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** George Friesen  
Wally Olorenshaw  
Wally Schroeder  
Peter H. Wieler  
Paul Driedger  
Mike Kowal  
John W Driedger  
Cheryl Cummingham-Burns (joined 10:08 am)

**Regrets:** Ellis Forest  
Jack A. Eccles

**Administration:** Barb Spurgeon, Chief Administrative Officer  
Evelyn Peters, Executive Assistant  
Dorothy Klassen, Lodge Manager  
Tony Dellerose, Housing Coordinator joined at 10:02 am

**Call to Order:** Chief Administrative Officer, Barbara L Spurgeon called the organizational meeting to order at 10:00 am.

**Agenda:**

**Approval of Agenda**

13-172 Moved by Mike Kowal

That the agenda be approved as presented.

Carried

**Oath of confidentiality**

All board members signed the oath of confidentiality.

**New Business:** **Election of Chair Person**

Barbara Spurgeon asked for nominations for the position of Chair



Wally Olorenshaw nominated George Friesen, George Friesen accepted.

13-173

Moved by Wally Schroeder

That Nominations cease

Carried

George Friesen declared Chair by acclamation.

George Friesen in chair at 10:10 a.m.

**Election of Vice-Chair**

Mike Kowal nominated Jack Eccles, Jack Eccles accepted via letter on file.

Peter Wieler nominated Wally Schoreder, Wally Schroeder accepted.

13-174

Moved by Peters Wieler

Nominations cease

Carried

Wally Schroeder declared Vice-Chair.

Ballots were destroyed

**Appointment of Signing Authority**

13-175

Moved by Peter Wieler

That Jack Eccles be given signing authority, as per policy #Adm-001 Signing Authorities

Carried

**Meeting Dates**

13- 176

Moved by Wally Schreoder

That regular board meetings be held at the Heimstaed Lodge at 10:00 a.m. on the following dates:

- November 25, 2013
- January 27, 2014
- February 24, 2014
- March 31, 2014
- April 28, 2014
- May 26, 2014
- June 30, 2014
- August 25, 2014
- September 29, 2014
- October 27, 2014

Carried

13-177

**Strategic Planning**

Moved by Wally Schreoder

That strategic planning dates be tentatively scheduled for January 29, 30, 31 or February 4, 5, 6, 7, 2014

Carried

**Adjournment:**

13-178

Moved by John W Ddriedger

That the Organizational meeting of November 25, 2013 be adjourned at 10:22 a.m.

Carried

**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
November 25, 2013 – 10:22 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** George Friesen-Chair  
Wally Olorenshaw  
Wally Schroeder-Vice Chair  
Peter H. Wieler  
John W Driedger  
Paul Driedger  
Mike Kowal  
Cheryl Cunningham-Burns

**Regrets:** Ellis Forest  
Jack Eccles

**Administration:** Barb Spurgeon, Chief Administrative Officer  
Evelyn Peters, Executive Assistant  
Zona Peters, Health Care Manager  
Dorothy Klassen, Lodge Manager  
Tony Dellerose, Housing Coordinator

**Call to Order:** Chair George Friesen called the Board meeting to order at 10:22 a.m.

**Agenda:** **Approval of Agenda**

13 - 179 Moved by Mike Kowal

That the agenda be amended to include the following:  
6.0 Board honorariums.

Carried

**Minutes:** **October 28, 2013 Regular Board Meeting**

13 -180 Moved by Peter Wieler

That the October 28, 2013 regular board meeting minutes be approved as distributed.

Carried

**Reports:** **CAO Report**

13 -181 Moved by John W Driedger

That the Chief Administrative Officer report be received for information.

Carried

10:55 a.m. John W Driedger requested introductions

Chairman George Friesen recessed the meeting at 10:58 a.m.

Chairman George Friesen reconvened the meeting at 11:06 a.m.

**Financial Reports** **Housing Financial Reports– October 31, 2013**

13 -182 Moved by Mike Kowal

That the October 31, 2013 Housing financial report be received for information.

Carried

**Lodge Financial Reports– October 31, 2013**

13 -183 Moved by Mike Kowal

That the October 31, 2013 Lodge financial report be received for information.

Carried

**Assisted Care Financial Reports– October 31, 2013**

13 -184 Moved by Paul Driedger

That the October 31, 2013 Assisted Care financial report be received for information.

Carried

**Arrears Report**

13 -185 Moved by John W Driedger

That the October 31, 2013 arrears report be received for information.

Carried

**New Business:** **Board Honorariums**

13 -186 Moved by Wally Schroeder

That the Board Honorarium discussion be received for information.

Carried

**Proposed 2014 Lodge Budget**

13 - 187 Moved by Wally Schroeder

That the proposed 2014 lodge budget be approved as distributed.

Carried, Unanimously

13 -188 Moved by Wally Olorenshaw

That a letter be written to the municipalities requesting the lodge surplus be put into a capital reserve.

Carried, Unanimously

**Proposed 2014 Assisted Living Budget**

13 -189 Moved by Peter Wieler

That the 2014 proposed assisted living budget be approved as distributed.

Carried, Unanimously

**MGB – Collection of Requisitions**

13 -190 Moved by John W Driedger

That correspondence regarding the Municipal Government Board process be received for information.

Carried

**Information:**

**Information Items**

13 - 191 Moved by Wally Olorenshaw

That the following be accepted for information.

- Bank reconciliation for October 2013
- 

Carried

**In Camera:**

**Legal / Land / or Labor**

13-192

Moved by John W Driedger

That the meeting move to in camera at 12:15 p.m.

Carried

13-193

Moved by Mike Kowal

That meeting move out of in camera at 12:55 p.m.

Carried

13-194

Moved by John W Driedger

That the cost of prescriptions for the discussed client be paid

Carried

13-195

Moved by Peter Wieler

That the cost of prescriptions for discussed client be paid and the rent be reduced to \$829.43 for a period of six months. Review of this clients circumstance be reviewed at that time.

Carried

**Next Meeting Date:**

Regular Board Meeting – January 27, 2014 at 10:00 am  
Fireside Room – Phase I Heimstaed Lodge

**Adjournment:**

13-196

Moved by George Friesen

That the board meeting of November 25, 2013 be adjourned  
at 12:58 p.m.

Carried

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George Friesen, Chair

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Evelyn Peters  
Executive Assistant



**Mackenzie County Library Board (MCLB)  
December 10, 2013 Board Meeting Minutes  
Fort Vermilion County Office  
Fort Vermilion, Alberta**

**Present:** Lorraine Peters, Wally Schroeder, Beth Kappelar, La Dawn Dachuk, John W. Driedger, Lisa Wardley, Lucille Labrecque, Lorna Joch.

**Regrets::** All Present

**1.0 Call to Order:** The meeting was called to order by Wally Schroeder (secretary) at 7:00 p.m.

**2.0 MCLB Organizational Meeting:**

The following positions were filled by acclamation: Chair: Beth Kappelar, Vice-chair: John Driedger, Treasurer: Lorraine Peters, Secretary: Wally Schroeder.

**3.0 Approval of Agenda:**

**MOTION #2013-09-01** Lisa Wardley moved the approval of the agenda as revised . **CARRIED**

**4.0 Approval of the Minutes:**

**MOTION #2013-09-02** John Driedger moved the approval of the Oct 8/13 minutes as revised. **CARRIED**

**5.0 Review of Action Items:**

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

**6.0 Financial:**

**6.1 Financial Report as of Nov 30/2013.**

- Balance Brought Forward: \$ 30,984.78  
- Total Revenues \$ 280,557.34  
- Total Expenses \$ 272,434.23  
- Ending Bank Balance \$ 39,107.89

**MOTION #2013-09-03** John Driedger moved to accept the financial report as presented. **CARRIED**

**6.2 ACCESS License Renewal**

**MOTION #2013-09-04** John Driedger moved to renew the Access License for \$157.50. **CARRIED**

**6.3 2013 MCLB Financial Audit**

Helen Tiechroeb will be completing the 2013 MCLB financial audit.

**6.4 Alberta Libraries Trustees Association**

**MOTION #2013-09-05** Lorraine Peters moved that \$150 be payed for MCLB'S Alberta Library Trustees Association membership renewal. **CARRIED**

**7.0 Library Reports:**

**7.1 La Crete:**

- The Salmon Grill served 377 meals and with the auction fund raised about \$16,000.
- The Christmas Tree and Wreath fundraiser is going very well with 19 trees and 60 wreaths sold.
- Their income to Dec 2/13 was \$103K, and expenses of \$85K. The fund raising account is at \$69K.
- 136 library surveys were filled out at Get to Know You Night. 78 wanted a reading area with coffee available.
- The Society has one vacancy..
- The LCLS had a nice LCLS/staff Christmas party for Dec 2/13
- There are some problems with students signing out books with the new Insignia program..
- They chose not to participate in the Early Childhood Development Initiative.

**7.2 Fort Vermilion:**

- Implementing the new Insignia program is presenting some challenges.
- 562 items were signed out in Nov.
- There is still some unhappiness among the Society and library staff regarding the change over from the Peace Library System to the Mackenzie County Library Consortium initiatives.

**MOTION #2013-09-06** John Driedger moved that the chair and one other individual from the Fort Vermilion Library Society meet with the MCLB at their Jan 20/14 meeting. **CARRIED**

...2

**7.3 Zama City**

- The transfer to Insignia is proceeding.
- Their auction and lucky chair draw fund raiser went well.

**7.4 High Level:**

- The High Level Library Society is supportive of the MCLB’s initiative to become a library consortium
- They are willing to help facilitate the interlibrary loans.

**MOTION #2013-09-07** Lisa Wardley moved to accept the library reports as presented. **CARRIED**

**8.0 Old Business:**

**8.1 Mackenzie County Regional Library Services**

- The conversion of the 3 libraries to Insignia should be completed by the end of January.
- The Mackenzie County Library Consortium library cards should be available shortly.
- Greyhound still needs to give the MCLB a price for transporting books between libraries.
- MCLB must decide how to divide up the freading tokens among the libraries.

**8.2 Video Store Videos**

- The Fort Vermilion and Zama Libraries purchased some videos from the Fort Vermilion video store which was closing.
- The Fort Vermilion library also purchased the video locks and keys.

**9.0 New Business:**

**9.1 Board Member Resignation**

**MOTION #2013-09-08** (made Nov 7/13 via email) Wally Schroeder moved that MCLB accept Susan McNeil’s resignation from MCLB dated Nov 7/13 effective Nov 8/13. **CARRIED**

The Board vacancy will be advertised in the Feb/March County Image.

**9.2 County Library Services Name**

**MOTION #2013-09-09** (made Oct 22/13 via email) Lisa Wardley moved that the new name for library services in the County be “Mackenzie County Library Consortium” **CARRIED**

**9.3 MCLB Website**

- The new MCLB website is being worked on. It will be less complex as previously requested which should reduce the costs.

**9.4 Plan of Service**

- Ken Feser sent a letter requesting MCLB to update their service plan.
- The update will be completed by the end of January.

**10.0 Correspondence:**

10.1 Time to Choose Handbook

10.2 Alberta Center for Injury Control and Research: Finding Balance

**MOTION # 2013-09-10** Lisa Wardley moved to accept the correspondence for information. **CARRIED**

**10.0 In Camera:**

- Not required.

**12.0 Next Meeting Date and Location:** Fort Vermilion County Office Jan 20/14 at 7:00 p.m.

**13.0 Adjournment:**

**MOTION # 2013-09-11** John Driedger moved the meeting adjourned at 9:35 pm. **CARRIED**

**These minutes were adopted this 20<sup>th</sup> day of January 2014.**

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Beth Kappelar MCLB Chair

**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
DECEMBER 12, 2013**

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

Present: Abe Fehr, President  
Simon Wiebe, Vice President  
Darlene Bergen, Secretary-Treasurer  
George Derksen, Director  
John Zacharias, Director  
Shawn Wieler, Director  
Tracey Siemens, Director  
Philip Doerksen, Arena Manager  
Peter F. Braun, MD Rep

Absent: Wendy Morris, Director  
George Fehr, Director

Call to Order: President Abe Fehr called the meeting to order at 6:01 p.m.

Approval of Agenda

1. Shawn Wieler moved to accept the agenda as amended.  
8.4 Canada Day Discussion CARRIED

Approval of Previous Meeting's Minutes

1. Peter Braun moved to accept the November 14, 2013 Regular Meeting  
Minutes as presented. CARRIED

Business from the Minutes

1. Philip will attend the County budget meeting.

Review of Action Sheet

1. Reviewed and adjusted items.

Financial Report

1. Philip and Gary went through the revenues and expenses and reorganized some lines on the Income Statement to clean it up.
2. Philip has gained a better understanding of the finances.
3. The ATM machine does well during the winter but with the quiet summer months it just breaks even; but it does benefit overall with the kitchen and renters paying for ice rentals.
4. John Zacharias moved to accept the financial report.

CARRIED

Manager's Report – Philip Doerksen

1. Manager's Report was reviewed for information.
2. Vern Friesen has been awarded as BHP outdoor rink caretaker. Have had some lines freezing at BHP possibly due to the wind.
3. Bowling alley and hall are pretty busy with Christmas parties.
4. Tracey Siemens moved to accept the Manager's Report as presented.

CARRIED

New Business

- 8.1 2014 Proposed Recreation Board Agreement – Discussion on different aspects of the proposed agreement. President Abe Fehr will contact CAO Joulia Whittleton to discuss some of the clauses.
- 8.2 Pull down blinds for windows upstairs – received a quote from Five Star Flooring for \$1,200 for pull down blinds for the 3 windows upstairs. Philip will get more quotes.
- 8.3 Curling – Tracey has found a coach that can take the boys to the Arctic Winter Games if they qualify to go. Also looking into taking them to some more super league tournaments after Christmas.
- 8.4 Canada Day Discussion – Agricultural Society is having a difficult time putting together the Canada Day parade as many members/organizers are getting older. Ag Society AGM is December 19. Discussion held on having the Rec Board help out with donating Philip's time to help organize the parade.

Shawn Wieler moved to go in camera at 6:52p.m.

Darlene Bergen moved to go out of camera at 6:58 p.m.

Darlene Bergen moved that the meeting be adjourned at 7:02 p.m.

Next Meeting: January 16, 2014



# ***HIGH LEVEL FORESTS PUBLIC ADVISORY GROUP***

## **MINUTES**

*Tuesday, December 18, 2013*  
5pm, Town of High Level office, Room 110

### ATTENDANCE:

Jeremy Beal (CSA Coordinator)  
Michael Morgan (Town of High Level)  
George Friesen (Friesen Industries)

Boyd Langford (TRL)  
Frank Meneen (Tallcree)  
John Thurston (Careers Next  
Generation)

### INFORMATION SENT:

Mark Andrews (Cenovus)  
Darren Carnell (LRRF)  
Walter Sarapuk (MacKenzie County)  
  
Garrett (Lubicon Lake Nation)  
Teresa Griffiths (Flow North Paddling  
Co.)  
Harvey Sewpagaham (LRRF)  
Lindee Dumas (LRRCN)  
Pat Cabezas (N'Deh Ltd. Partnership)  
Gord Whitmore (DMI)  
Clinton Laboucan (Tall Cree)

Fort Vermilion Heritage Center  
Aaron Doepel (LCSM)  
Tim Heemskerk (Northern Lights  
Forest Education Society)  
Carol Gabriel (Mackenzie County)  
Matt Munson (Dene Tha')  
  
Paddle Prairie Metis Settlement  
Conroy Sewpagaham (LRRCN)  
Paul Catt (Watt Mnt Wanderers)  
Troy Connolly (Tolko HLLD)  
Chris MacLeod (Town of High Level)

### INFORMATION SENT, Regrets:

Richard Martens (Taq North)  
  
Baptiste Metchooyeah (Dene Tha')  
  
Keith Badger (Nataskinan  
Development)  
Mike Cardinal (Tall Cree First Nation)

Marilee Cranna Toews (Hungry Bend  
Sandhills Society)  
Don Warman (High Level Chamber of  
Commerce)  
Kieran Broderick (Beaver First Nation)

## **1. CALL TO ORDER**

Meeting called to order at 5:45pm.

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

2.1. Changed to have Around the Table ahead of New Business

Moved by Mike Morgan

Seconded John Thurston

Carried

## **3. APPROVAL OF MINUTES (June 4, 2013)**

Moved by Boyd Langford

Seconded by George Friesen

Carried

- Action Items from June 4, 2013
  - There were no items identified in the minutes.

## **4. AROUND THE TABLE**

Boyd inquired about the Lower Peace Landuse Framework. Mentioned that open houses will be planned, there will be a considerable time commitment to the process however no meeting dates are set, and there is a need for local people to be involved on the Regional Advisory Committee.

There was general discussion amongst the group that there is some confusion on the exact timing of the Lower Peace Landuse Plan process (LPRP) after the announcement in November 2013 of a delay to the process.

Action: Jeremy to confirm internally at Tolko the timing of the LPRP process.

Action: Jeremy to contact Dan at Town of Rainbow Lake.

Boyd asked about use of west haul road (Hwy 58) and possible traffic.

Mike explained that volume west of High Level is being delivered to satellite yards and that there will be minimal loaded logging truck traffic on the highway.

John mentioned that he has heard from the public that between Meander River and High Level that logging trucks appear to be going fast.

Mike explained that there is lots of activity along that stretch of highway. Logging trucks do kick up lots of snow and this may cause the perception that trucks are exceeding the speed limit. However, all trucks need to submit Tachometer cards for every trip. Roughly 10% of the Tach cards are inspected and drivers who have exceeded the posted speed will be penalized.

John has been involved with Careers Next Generation (CNG) and he is spending much time with this group since his retirement. Due to the shortage of skilled workers in trades CNG submitted an application to Forest Resource Improvement Association of Alberta (FRIAA) to receive funding for a project that gets young people (High School) experience in a skilled work environment. The program allows students to know what opportunities exist for them.

John provided overview of hand out that described the project.

There was discussion occurred about participation of previous participation of local companies in hiring High School students during the summer, and that fact there is currently a lack of skilled operators in woods operations.

Action: Jeremy to provide handout to La Crete Sawmills and Ainsworth.

George inquired if there is any new information available for the deadline of "rural" beehive burners to be decommissioned.

Attendees were not aware of any changes to required date.

Boyd referred to article in Echo regarding Mascoma being the first choice for Tolko's green waste and if that was not possible then all material would be railed.

Action: Jeremy to provide further details on what is happening with waste.

Action: Jeremy to inquire if deadline has changed for decommissioning rural burners.

John asked if Tolko still had Log Haul cards that he could hand out to public.

Action: Jeremy to inquire.

George commented that inspections by Department of Transportation appear to be focusing on logging trucks. According to George the trucks are safer now with cut-to-length operations and there have been very few dropped logs. Many of the problems associated with trucking operations in the past have been cleaned up and he is very perplexed why the current focus. The current focus is causing some operators to be very discouraged and ready to quit.

General discussion occurred about how cut-to-length loads are strapped.

Frank mentioned that Tall Cree is very interested in logging again and hoping it is possible for 2014-2015.

Mike had no updates from the Town. Council is happy that both mills are running again and that they hope there is a good transition to Louisiana Pacific.

## **5. NEW BUSINESS**

### *Update: 2013-2014 Operational Plans*

Jeremy provided an overview of where harvest and site preparation operations are located this winter on the Forest Management Agreement area: Steen-1, Steen-2, Watt-2, Negus-1, Ponton-3, Ponton-5, Watt-3, Bassett-1, and Watt-5. Watt-4 and Watt-6 will likely be available accessed for deciduous in 2014-2015.

La Crete Sawmills is harvesting Tolko's quota volume in F1.

There was also discussion on wood flow to the mills and the use of satellite yards for some operations.

### *2016 Detailed Forest Management Plan Process*

Jeremy informed the PAG the FMA companies are required to submit a new Detailed Forest Management Plan to Alberta by January 31, 2016. The PAG will be involved in the process for the development of indicators & targets that Alberta requires. Some of these will be over and above the CSA standard Z809:2008.

Jeremy referred the PAG to the DFMP draft Terms of Reference and reviewed sections 3.0 (management strategy development, public involvement, communications, etc.), 4.0 (overview of participants and process), timeline, and the Appendices containing the current Public Involvement Plan and HLFPAAG Terms of Reference.

Frank asked why is the DFMP Terms of Reference already in Draft format without prior consultation with First Nations? And, why are First Nations excluded from the Plan Development Team.

Jeremy advised the DFMP Terms of Reference is to capture the proposed process that will occur between the FMA holders and Alberta. First Nations consultation will occur and will be governed by the Alberta consultation guidelines. Public involvement and process will be guided by the HLFPAAG Terms of Reference.

Frank advised that starting consultation with First Nations with a Terms of Reference that is considered almost complete will cause some problems and for their desire to participate in the process.

#### 2004-2012 Stewardship Report submission

Jeremy explained that Alberta requires FMA holders, with active Detailed Forest Management Plans, to submit Stewardship Reports. These reports are normally submitted every 5 years following the approval of a DFMP, and they contain summaries of how the FMA holder has performed against Strategies and stated in the DFMP.

Even though the FMA companies had a DFMP approved in 2004 the Stewardship Report was not submitted due to the curtailment of FFP. ESRD approved the deferral of such a report until October 31, 2010 however the report still was not submitted as there FFP remained curtailed. Considering Ainsworth is up and running Alberta requested the report be completed this Fall. Jeremy reviewed the report with the group.

#### 2014 meeting schedule

- January 21<sup>st</sup>
- March 4<sup>th</sup>
- April 8<sup>th</sup>
- other dates to be determined as process evolves.

#### **6. CLIPPING SERVICE**

- **Not available at this meeting but will be provided in January.**

#### **7. NEXT MEETING – January 21, 2014**

#### **8. ADJOURNMENT**

- 8:05pm



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Please click **Register** button to access the online registration system for Land Use 2014



### Land Use 2014 Pricing

Registrant Type	On or Before February 17, 2014	After February 17, 2014
Regular registration	\$350.00	\$450.00
Student registration	\$150.00	\$200.00

All prices are in Canadian dollars (\$ CAD) and are subject to 5% GST.

### Payment Types

Our registration system is able to process Visa, MasterCard and American Express. Charges on your credit card statement will appear as CONEXSYS MISSISSAUGA, ON.

### Admission to Conference Events

Full conference badge holders receive two days of admission to all keynotes meals, workshops and sessions, and the networking event on Wednesday, May 7.

### Student Registrations

Students can register for a reduce rate of \$150.00. A student ID from a recognized educational institute is required to register as a student.

### Cancellation & Refund Policy

The Alberta Land Institute will issue full refunds for conference registrations less a \$75.00 administration fee for all written requests received before April 1, 2014. The committee regrets that refunds will not be considered after this date.

Substitutions are allowed when the name of the individual substituting is recorded using the online registration system prior to May 2, 2014 at 5:00 PM MST. All approved refunds will be issued after the conference.

### Privacy Policy

The Alberta Land Institute is the sole owner of the information collected on the CONEXSYS Event Registration website. Personal information will not be shared with any other organization. We do not sell, share or rent this information to third parties or partners; unless clearly indicated. The importance of security for all personally identifiable information associated with our customers is of utmost concern to us. This site has security measures in place to protect the loss, misuse and alteration of the information under our control.

### Registration Support

If you have any questions or require assistance with completing your online registration, please contact us at [info@landuse2014.ca](mailto:info@landuse2014.ca) or call 1-888-929-0991.

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## EVENT PROGRAM

### WEDNESDAY, MAY 7

7:30am - 8:30am	REGISTRATION & BREAKFAST		
8:30am - 8:45am	<b>Welcome</b> <b>Dr. Lorne Babiuk, Vice President (Research), University of Alberta</b>		
8:45am - 9:00am	<b>Urbanization and Loss of Agricultural Land</b> Introduction & Overview		
9:00am - 9:45am	<b>Peter Pollock, Lincoln Institute of Land Policy</b> Preserving Agricultural Land by Better Managing Urban Development: Experience from Boulder, Colorado and the United States		
9:45am - 10:45am	<b>Expert Panel Discussion</b>  Richard Bullock, Chair, Agricultural Land Commission Topic: BC's Agricultural Land Reserve		
10:45am - 11:00am	REFRESHMENT BREAK		
11:00am - 12:00pm	<b>Breakout Sessions:</b>		
	<table border="1" style="width: 100%;"> <tr> <td style="background-color: #e0e0e0; padding: 5px;">Policy Pitch: Solutions for Agricultural Fragmentation and Conversion</td> <td style="background-color: #e0e0e0; padding: 5px;">Municipalities, Revenue Sources and Land Use Planning</td> </tr> </table>	Policy Pitch: Solutions for Agricultural Fragmentation and Conversion	Municipalities, Revenue Sources and Land Use Planning
Policy Pitch: Solutions for Agricultural Fragmentation and Conversion	Municipalities, Revenue Sources and Land Use Planning		
12:00pm - 1:00pm	LUNCH BREAK		
1:00pm - 1:15pm	<b>What Makes Wetland Policy Effective</b> Introduction & Overview		
1:15pm - 2:00pm	<b>Randy Milton, Nova Scotia Department of Natural Resources</b> Wetland Restoration and Retention: What Makes Wetland Policy Effective?		
2:00pm - 3:00pm	<b>Expert Panel Discussion</b>  Jonathan Scarth, Delta Waterfowl Foundation Topic: Land Use Services  Craig Denisoff, Craig Denisoff Consulting Topic: Mitigation and Conservation Banking		
3:00pm - 3:15pm	REFRESHMENT BREAK		
3:15pm - 4:15pm	<b>Breakout Sessions:</b>		
	<table border="1" style="width: 100%;"> <tr> <td style="background-color: #e0e0e0; padding: 5px;">Alberta's Wetland Policy (2013): Next Steps</td> <td style="background-color: #e0e0e0; padding: 5px;">Property Rights in Alberta</td> </tr> </table>	Alberta's Wetland Policy (2013): Next Steps	Property Rights in Alberta
Alberta's Wetland Policy (2013): Next Steps	Property Rights in Alberta		
4:15pm - 6:30pm	<b>Networking Wine &amp; Cheese Reception</b> Student Poster Display		

### THURSDAY, MAY 8

7:30am - 8:45am	REGISTRATION & BREAKFAST		
8:45am - 9:00am	<b>If It Pays It Stays: Paying for Ecosystem Services on Private Land</b> Introduction & Overview		
9:00am - 9:45am	<b>James Boyd, Resources for the Future</b> The Returns to Investment in Ecosystem Services: Reflections on the State of the Art		
9:45am - 10:45am	<b>Expert Panel Discussion</b>  Nancy Olewiler, Simon Fraser University Topic: Paying for Ecosystem Services on Private Land  Andrew Fisk, Connecticut River Watershed Council Topic: If It Pays, It Stays: Paying for Ecosystem Services on Private Land		
10:45am - 11:00am	REFRESHMENT BREAK		
11:00am - 12:00pm	<b>Breakout Sessions:</b>		
	<table border="1" style="width: 100%;"> <tr> <td style="background-color: #e0e0e0; padding: 5px;">The Future of Conservation Offsets</td> <td style="background-color: #e0e0e0; padding: 5px;">Finding Funds for Conservation: Out of the Box Ideas</td> </tr> </table>	The Future of Conservation Offsets	Finding Funds for Conservation: Out of the Box Ideas
The Future of Conservation Offsets	Finding Funds for Conservation: Out of the Box Ideas		
12:00pm - 1:00pm	LUNCH BREAK		
1:00pm - 2:00pm	<b>David Miller, World Wildlife Fund Canada</b> Building a Great City - Planning and More		
2:00pm - 2:15pm	Symposium Wrap-Up Announcement of Student Poster Winners		

*\*Please note that the official event program is subject to change. Please visit us online for program updates at [www.landuse2014.ca](http://www.landuse2014.ca)*



## Welcome Events



**Golf Tournament** - The Brooks Golf Club provides golfers with the opportunity to experience the prairies like never before. This 18 hole course is geared to golfers of all levels of experience.

Please come and join us for a round of golf on this beautifully manicured course.



**CPR Engineer's House/Walking Tour & Shopping** - Learn more about the history of Brooks and the County of Newell with a visit to this historic building located in downtown Brooks. Following the presentation at the Engineer's House, take a self-guided walking tour of the historic buildings located downtown, enjoy browsing through some of the unique shops, or admire the beautiful murals located on many of the buildings.

## In Partnership With:

Alberta's Centennial City™



If you are interested in becoming a sponsor for this event, please visit our website at <http://asbtour2014.ca> for a list of various sponsorship opportunities.

### Contact Information:

183037 Range Road 145  
P.O. Box 130  
Brooks, Alberta  
T1R 1B2

Phone: 403-362-3266

# 2014 Agricultural Service Board Summer Tour

County of Newell, Alberta  
July 7–10, 2014



<http://asbtour2014.ca>



# Delegate Tour Highlights:



**Crop Diversification Centre South** - The CDC South features a 10,500 sqft state of the art laboratory space providing controlled environment storages, growth chambers, tissue culture facilities and seed laboratories. Delegates will learn about the Aeroponics growing process and how CDC staff help address the opportunities and challenges in crop production, today and in the future.

**Kanagawa Potatoes** - A specialty crop tour will be provided of a large scale potato production and storage facility within the County.

**Bayer Crop - Seed Canola** - Delegates will hear about the development and production of hybrid canola seed in the County of Newell. Pollination of these fields is achieved through the use of leaf cutter and honey bees.

**TCB Welding & Construction Ltd.** - This company based in Brooks won the ATIF Innovation Award at the 2012 Southern Alberta Petroleum Show. TCB's recent growth has been due to a successful innovation, the SilverJack Lift System.



**Lakeside Feed Yard** - The Lakeside Feed Yard is Alberta's largest feedlot and silage production operation.



**Bassano Dam** - Water is diverted from the Bow River at the Bassano Dam to service the irrigation system of the Eastern Irrigation District. This water is used for farm irrigation, industry, wetland habitat projects and towns and villages in the area.

**Global Thermolectric Inc.** - This company is the world's leading manufacturer and distributor of thermolectric generators (TEG) and one of the world's leading suppliers of remote power systems. Their products are used extensively in remote oil & gas and telecommunications applications as well as security & surveillance and military applications.



**Spragg's Meat Shop** - This processing and retail outlet for free range natural pork opened in Nov. 2005 and is located in Rosemary, Alberta. Owners Greg and Bonnie Spragg raise, process, and market their pork products directly to the consumer. Their business received a small business award through EntreCorp and they were recognized with a Farm Family Award in 2013.

**Baerg Seed Alfalfa Field** - Delegates will tour a registered seed production alfalfa field and see how pollination of these fields is achieved through the use of leaf cutter bees.

**Palisna Dairy** - This dairy has some of the most advanced technology. Taking advantage of state of the art Robot Dairies, the cows are allowed to manage their own schedules.



## Partners & Youth Tour Highlights:



**Dinosaur Provincial Park** - Partners and Youth will enjoy learning more about the dinosaurs that inhabited the County of Newell millions of years ago.

**Sheepdog Penning Demonstration** - Ian & Joanne Zoerb have been training sheepdogs for many years. Partners and youth will have the opportunity to witness first hand the skill required by both dog and owner in this amazing demonstration.

**The Woolline** - Tracey from The Woolline specializes in creating one-of-a-kind hand felted clothing, accessories, art work and children's picture books, using wool from sheep and llamas raised on her farm. Participants will take a tour of the farm and learn about the felting process and how you go from raw materials to the finished product.



**Red Roof Studio** - Collin and Rita Wildschut have been actively involved in the community and especially in developing awareness of the local arts community. Not only does the Red Roof Studio have a gallery displaying work from various local artists, it also contains a studio for Collin's photography, teaching areas for classes; Rita's work space for her own creations; a beautiful seating area by the garden pond; many gardens that contain fairies, giants and other creatures created by Rita.



**Lakeside Leisure Centre** - Youth will be making a stop at the LLC located in the City of Brooks. The Lakeside Leisure Centre features a leisure/wave pool which has 13 different spray features, a lazy river and of course the wave machine. For a bit of a change why not try the 200 foot waterslide.

**Brooks Aqueduct** - This structure played a very important part in the history of this area. The Aqueduct is a concrete sling suspended above the ground that carried water to new farms and ranches in the area until 1979.



**Crop Diversification Centre South** - Partner's will tour the Rose Garden maintained by Communities in Bloom, the new greenhouses and much more.



**Brooks & District Museum** - Youth will take a tour back in time at the Brooks & District Museum. Exploring the many historical buildings and equipment from around the area. Participants may even have the opportunity to sample some homemade ice cream and see how it is made.

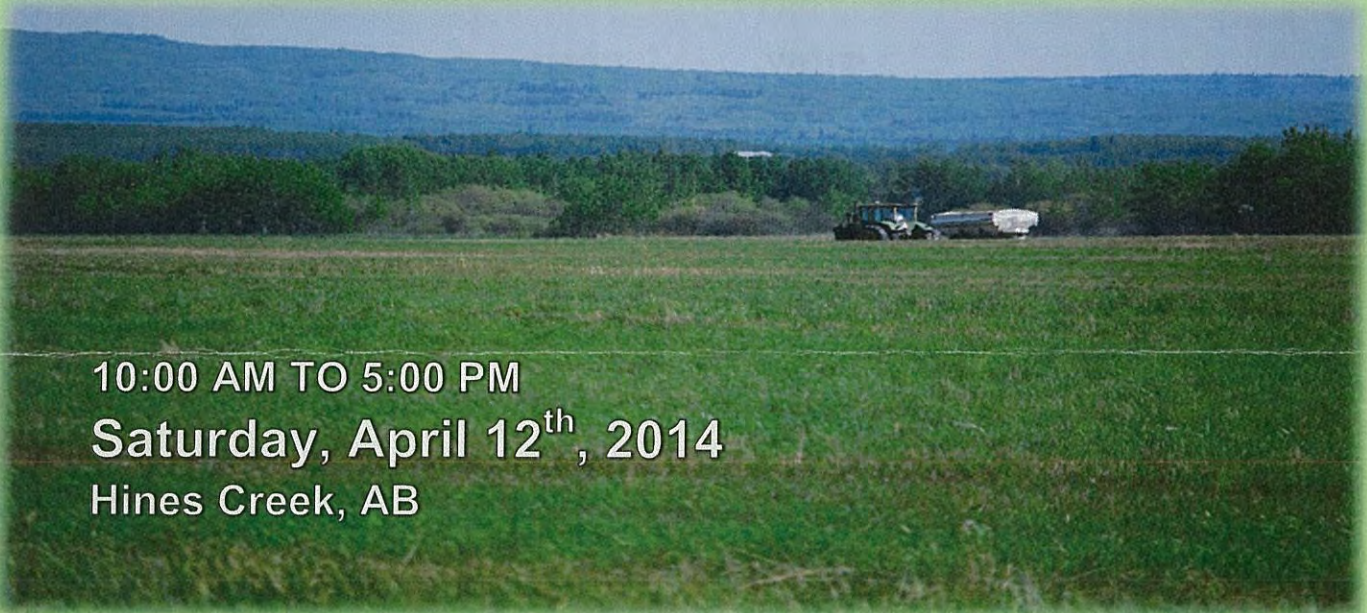
## Contact Information:

Todd Green, Director of Agricultural Services  
403-794-2336  
greent@newellmail.ca

Susan Yokoyama, ASB Tour Coordinator  
403-794-2350  
yokoyamas@newellmail.ca



# ***Clear Hills County Annual Agricultural Trade Show***



10:00 AM TO 5:00 PM

Saturday, April 12<sup>th</sup>, 2014

Hines Creek, AB

- Toonie Breakfast 8-10 a.m.
- Trade Show Exhibits 10 a.m. - 5 p.m.
- Farmer's Appreciation Banquet 5:30 p.m. - 8:30 p.m.
- Evening dance hosted by Hines Creek & District Agricultural Society

Exhibitor and Partnership Opportunities Available Online:

[www.clearhillscounty.ab.ca](http://www.clearhillscounty.ab.ca)

For more information call 780-685-3925 or email Aaron:

[aaron@clearhillscounty.ab.ca](mailto:aaron@clearhillscounty.ab.ca)







## Clear Hills County Agricultural Trade Show Partnership Recognition Opportunities

	<u>SHOW SPONSOR</u>	<u>GOLD SPONSOR</u>	<u>SILVER SPONSOR</u>	<u>BRONZE SPONSOR</u>
Listing in a local Newspaper	✓	✓	✓	✓
Advertised in the County newsletter Circulation - 1100	✓	✓	✓	✓
Acknowledgement on placemats for the Trade Show Breakfast & Banquet	✓	✓	✓	✓
Acknowledgement during Trade Show on Public Address System	✓	✓	✓	
Major poster advertising throughout Trade Show grounds	✓	✓	✓	
Two tickets to the banquet	✓	✓		
Logo & name include in 2 newspaper ads prior to the show	✓	✓		
Live radio spots on during the Show	✓			
Exclusive exposure at the Farmers' Appreciation Banquet	✓			

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