





MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**FEBRUARY 28, 2024**  
**10:00 AM**

FORT VERMILION  
COUNCIL CHAMBERS

 780.927.3718

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING  
WEDNESDAY, FEBRUARY 28, 2024  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

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<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 February 13, 2024 Regular Council Meeting	7
	b) Business Arising out of the Minutes	
	c)	
<b>CLOSED MEETING:</b>	<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4. a) Organizational Chart ( <i>FOIP Sections 23, 24 and 27</i> )	
	b) CAO Report ( <i>FOIP Sections 16, 17, 23 and 24</i> )	
	c)	
	d)	
<b>TENDERS:</b>	None	
<b>PUBLIC HEARINGS:</b>	Public Hearings are scheduled for 1:00 p.m.	
	6. a) Bylaw 1320-24 Land Use Bylaw Amendment to Rezone Part of SE-16-106-15-W5M from La Crete Light Industrial "LC-LI" to Manufactured Home Subdivision "MHS"	29
	b) Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural "A" to Rural Industrial Light "RIL"	45

		c)	Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3	57
<b>DELEGATIONS:</b>	7.	a)	Danny Friesen (10:00 a.m.)	65
		b)	Family First Pregnancy Care Centre – La Crete Location (11:45 a.m.)	67
		c)		
<b>GENERAL REPORTS:</b>	8.	a)	None	
		b)		
		c)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	Farming Road Allowance	71
		b)		
		c)		
<b>COMMUNITY SERVICES:</b>	10.	a)	None	
		b)		
<b>FINANCE:</b>	11.	a)	Budget Amendment – 2023 Mackenzie Agricultural Fair & Tradeshow	73
		b)	Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – Budget Amendment	75
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		d)	La Crete Agricultural Society – Additional Building Utility Funding Request	79
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		g)	2023 Budget Allocations & Amendments	91

		h)	Tax Recovery Public Auction (1:00 p.m.)	97
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<b>PROJECTS &amp; INFRASTRUCTURE:</b>	12.	a)	2024 National Forest Week Sponsorship Request	99
		b)		
		c)		
<b>OPERATIONS:</b>	13.	a)	West La Crete Gravel Pit Reclamation – Request for Additional Funds	105
		b)		
		c)		
<b>UTILITIES:</b>	14.	a)	None	
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	15.	a)	Bylaw 1245-21 Municipal Development Plan	107
		b)	New Codes – 2023 Alberta Edition	187
		c)		
		d)		
<b>ADMINISTRATION:</b>	16.	a)	Advertising Options	191
		b)	Bylaw 1316-23 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members	193
		c)		
		d)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	17.	a)	None	
		b)		
<b>COUNCIL COMMITTEE REPORTS:</b>	18.	a)	Council Committee Reports (verbal)	
		b)	Municipal Planning Commission Meeting Minutes	201

- c)
- d)
- INFORMATION / CORRESPONDENCE:** 19. a) Information/Correspondence 211
- NOTICE OF MOTION:** 20. a) None
- NEXT MEETING DATES:** 21. a) Regular Council Meeting  
March 12, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Committee of the Whole Meeting  
March 26, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers
- ADJOURNMENT:** 22. a) Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the February 13, 2024 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the February 13, 2024 Regular Council Meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the February 13, 2024 Regular Council Meeting be adopted as presented.

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



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, February 13, 2024  
10:00 a.m.**

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

- PRESENT:** Josh Knelsen Reeve (left the meeting at 2:11 p.m.)  
Walter Sarapuk Deputy Reeve  
Peter F. Braun Councillor (virtual)  
Cameron Cardinal Councillor (left the meeting at 11:18 a.m.,  
rejoined the meeting at 11:27 a.m., left the  
meeting at 12:45 p.m. and rejoined the  
meeting at 1:01 p.m.)
- David Driedger Councillor  
Eileen Morris Councillor  
Lisa Wardley Councillor
- REGRETS:** Garrell Smith Councillor  
Ernest Peters Councillor  
Dale Wiebe Councillor
- ADMINISTRATION:** Darrell Derksen Chief Administrative Officer  
Byron Peters Deputy Chief Administrative Officer /  
Director of Projects and Infrastructure  
Don Roberts Director of Community Services  
Andy Banman Director of Operations  
Caitlin Smith Director of Planning and Agriculture  
Willie Schmidt Fleet Maintenance Manager  
Louise Flooren Manager of Legislative & Support Services/  
Recording Secretary
- ALSO PRESENT:** Members of the Public  
Clem Guenette – MPA Engineering Ltd.

Minutes of the Regular Council Meeting for Mackenzie County held on February 13, 2024  
in the Council Chambers at the Fort Vermilion County Office.

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

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

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

**MOTION 24-02-088** **MOVED** by Deputy Reeve Sarapuk

That the agenda be adopted with the following changes:

- 16. d) Federation of Canadian Municipalities (FCM) Conference
- 16. e) NWT Association of Communities Trade Show
- 16. f) Water Capacity – Zama Water Treatment Plant

**CARRIED**

**ADMINISTRATION: 16. d) Federation of Canadian Municipalities (FCM) Conference (ADDITION)**

**MOTION 24-02-089** **MOVED** by Councillor Wardley  
Requires Unanimous

That the following Councillors be authorized to attend the Federation of Canadian Municipalities (FCM) Conference on June 6-9, 2024 in Calgary, Alberta:

- 1. Reeve Knelsen
- 2. Deputy Reeve Sarapuk
- 3. Councillor Braun
- 4. Councillor Cardinal
- 5. Councillor Morris
- 6. Councillor Smith
- 7. Councillor Wardley

**CARRIED UNANIMOUSLY**

**ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the January 31, 2024 Regular Council Meeting**

**MOTION 24-02-090** **MOVED** by Councillor Morris

That the minutes of the January 31, 2024 Regular Council Meeting be adopted as presented.

**CARRIED**

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

None.

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**CLOSED MEETING: 4. a) Closed Meeting**

**MOTION 24-02-091 MOVED** by Councillor Driedger

That Council move into a closed meeting at 10:05 a.m. to discuss the following:

- 4.a) PLS Application Process (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Budget Amendment – Legal Fees (*FOIP Section 25*)
- 4.c) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

**CARRIED**

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

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

Administration left the meeting at 10:42 a.m. excluding Darrell Derksen, Chief Administrative Officer.

**MOTION 24-02-092 MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:03 a.m.

**CARRIED**

**TENDERS: 5. a) Bridge Rehabilitation and Other Work - Bridge File 78209**

**MOTION 24-02-093 MOVED** by Councillor Driedger

That the Bridge Rehabilitation and Other Work - Bridge File 78209 Tenders- Envelope #1 be opened.

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**CARRIED**

<b>Proponent Name</b>	<b>Qualifying Documents</b>
Bridgemen Services Ltd.	All required documents included.
Checkmark Services	All required documents included.
Formula Alberta Ltd.	All required documents included.
Carmacks Enterprises	All required documents included.
Griffin Contracting Ltd.	All required documents included.
Lafarge Infrastructure	Not all required documents included.

Councillor Cardinal left the meeting at 11:18 a.m.

**MOTION 24-02-094**

**MOVED** by Councillor Wardley

That the unqualified Bridge Rehabilitation and Other Work - Bridge File 78209 Tender be returned to the sender without opening Envelope #2.

**CARRIED**

**MOTION 24-02-095**

**MOVED** by Councillor Driedger

That the Bridge Rehabilitation and Other Work - Bridge File 78209 Tenders - Envelope #2 be opened for the qualified bidders.

**CARRIED**

<b>Proponent Name</b>	<b>Amount</b>
Bridgemen Services Ltd.	\$471,950
Checkmark Services	\$343,065
Formula Alberta Ltd.	\$574,000
Carmacks Enterprises	\$484,970
Griffin Contracting Ltd.	\$310,500

Councillor Cardinal returned to the meeting at 11:27 a.m.

**MOTION 24-02-096**

**MOVED** by Councillor Wardley

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

**CARRIED**

**CLOSED MEETING:**

**4. a) PLS Application Process**

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**MOTION 24-02-097**      **MOVED** by Deputy Reeve Sarapuk

That the PLS Application Process proceed as directed.

**CARRIED**

**CLOSED MEETING:**      **4. b) Budget Amendment – Legal Fees**

**MOTION 24-02-098**      **MOVED** by Councillor Wardley

That the 2023 Operating Budget be amended by \$100,000 with funding coming from the General Operating Reserve.

**CARRIED**

**MOTION 24-02-099**      **MOVED** by Councillor Morris

That the 2024 Operating Budget be amended by \$200,000 with funding coming from the General Operating Reserve.

**CARRIED**

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

**MOTION 24-02-100**      **MOVED** by Councillor Cardinal

That the CAO Report be received for information.

**CARRIED**

**ADMINISTRATION:**      **16. c) Request for Proposals (RFP) Awarding – Fuel Supply & Services**

**MOTION 24-02-101**      **MOVED** by Councillor Wardley  
Requires 2/3

That the Fuel Supply & Services Request for Proposal submission received with only one year price commitment, not be considered due to the inability to provide committed pricing throughout the contract.

**CARRIED**

**MOTION 24-02-102**      **MOVED** by Councillor Morris  
Requires 2/3

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That Schedules A, all of B to D, and E – (Tank), from the Fuel Supply & Services Request for Proposal be deleted, and that Schedule E – No Tank for the Fuel Supply & Services Request for Proposal be awarded to the highest scoring proponent.

**CARRIED**

		SCHEDULES									
Vendor		A	B (Tank)	B (NO Tank)	C (Tank)	C (NO Tank)	D (Tank)	D (NO Tank)	E (Tank)	E (NO Tank)	
A	La Crete Co-Op Ltd	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
B	Max Fuel	10.00	30.52	46.85	20.55	58.13	35.09	58.13	20.44	42.25	
C	Suncor Energy Projects Partnership	5.00	17.34	23.77	9.88	31.19	18.76	31.19	11.39	21.86	
D	AFD Petroleum Ltd	8.97	6.82	17.71	1.95	26.56	7.90	0.00	0.00	N/A	
E	Platinum Fuels	70.26	96.00	68.33	96.00	72.50	96.00	72.50	95.37	77.97	
F	UFA Co-Operative	99.50	0.00	99.50	N/A	99.50	N/A	99.50	39.50	99.50	
		DELETED									

**MOTION 24-02-103**  
 Requires 2/3

**MOVED** by Councillor Driedger

That the 2024 Capital Budget be amended by \$200,000 for the Fuel Tanks project, with funding coming from the General Capital Reserve.

**CARRIED**

**DELEGATIONS:**

7. a) None

**GENERAL REPORTS:**

8. a) Director & Manager Reports for January 2024

**MOTION 24-02-104**

**MOVED** by Deputy Reeve Sarapuk

That the Director & Manager Reports for January 2024 be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:01 p.m. and reconvened the meeting at 12:44 p.m.

**AGRICULTURE SERVICES:**

9. a) ASB018 Clubroot of Canola Policy – Amendment

**MOTION 24-02-105**

**MOVED** by Councillor Wardley

That Policy ASB018 Clubroot of Canola be amended as presented.

**CARRIED**

Councillor Cardinal left the meeting at 12:45 p.m.

**AGRICULTURE  
SERVICES:**

**9. b) 2024 Provincial Agricultural Service Board  
Conference Letter**

**MOTION 24-02-106**

**MOVED** by Deputy Reeve Sarapuk

That a letter be sent to the hosts of the 2024 Provincial Agricultural Service Board Conference expressing concerns regarding the speakers and topics.

**CARRIED**

**AGRICULTURE  
SERVICES:**

**9. c) 2024-2026 Agricultural Service Board Strategic Plan**

**MOTION 24-02-107**

**MOVED** by Councillor Wardley

That the 2024-2026 Agricultural Service Board Strategic Plan be approved as amended.

**CARRIED**

**COMMUNITY  
SERVICES:**

**10. a) Northern Lights Recreation Centre – Emergent  
Funding Request**

**MOTION 24-02-108**  
Requires 2/3

**MOVED** by Councillor Driedger

That the 2024 Capital Budget be amended to include \$6,230 for the Olympia Motor Overhaul at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

**CARRIED**

**MOTION 24-02-109**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2024 Capital Budget be amended to include \$9,450 for the Hot Water Tank replacement at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

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**CARRIED**

**COMMUNITY SERVICES:**

**10. b) Bylaw 1037-16 Municipal Parks Bylaw – Amendment**

**MOTION 24-02-110**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1317-24 Municipal Parks Bylaw as amended.

**CARRIED**

**MOTION 24-02-111**

**MOVED** by Councillor Morris

That second reading be given to Bylaw 1317-24 Municipal Parks as amended.

**CARRIED**

**MOTION 24-02-112**  
Requires Unanimous

**MOVED** by Councillor Driedger

That consideration be given to go to third and final reading of Bylaw 1317-24 Municipal Parks as amended

**CARRIED UNANIMOUSLY**

**MOTION 24-02-113**

**MOVED** by Councillor Braun

That third and final reading be given to Bylaw 1317-24 Municipal Parks as amended.

**CARRIED**

**PUBLIC HEARINGS:**

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

Reeve Knelsen called the public hearing for Bylaw 1318-23 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1318-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

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Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1318-23.

Caitlin Smith, Director of Planning & Agriculture presented the following:

*Mackenzie County has received a request to rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 "RCR1" to Direct Control 2 "DC2" in order to accommodate a Retail - General Use (Outdoor/Work Wear Apparel & Gun and Ammunition Sales Store). The amount of land to be rezoned is approximately .50 acres.*

*The applicant would use his existing driveway for the store.*

*The Rural Country Residential 1 "RCR1" zoning district doesn't have a use to allow for a retail business. The updated Land Use Bylaw 1066-17 had removed retail uses from rural districts to encourage these businesses to remain in hamlet.*

*The only option for the developer was to submit an application to rezone to Direct Control 2. If the rezoning is approved by Council, the developer would need to submit a development permit for a Retail Use. The request would be presented to the Municipal Planning Commission for approval, since all development permit applications in the "DC2" district have to be approved by the MPC. The applicant would also require provincial approval to sell firearms and ammunition.*

*9.15 Direct Control 2 (DC2)*

*Purpose*

*The purpose of the Direct Control 2 (DC2) district is to allow the Municipal Planning Commission to exercise specific direction and control over the use and development of land and buildings in particular areas of the COUNTY.*

*This item was taken to the Municipal Planning Commission on December 13, 2023 where the following motion was made:*

*MPC 23-12-176      MOVED by Stephanie Grocholski*

*That the Municipall Planning Commission recommend to Council to REFUSE Bylaw 13xx-23 being a Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”.*

CARRIED

*This item was taken to Council on January 9, 2024 for first reading where it was postponed with the following motion:*

MOTION 24-01-023

MOVED by Councillor Wardley

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

CARRIED

Councillor Cardinal returned to the meeting at 1:01 p.m.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1318-23.

Deputy Reeve Sarapuk – Are all of the retail stores in the rural areas zoned for direct control?

Director of Planning & Agriculture – Some would be but most would be grandfathered.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1318-23.

There was one (1) submission received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1318-23.

There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1318-23 at 1:03 p.m.

**MOTION 24-02-114      MOVED** by Councillor Morris

That first reading be given to Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 "RCR1" to Direct Control 2 "DC2", to accommodate a Retail - General Use.

**DEFEATED**

**PUBLIC HEARINGS:      6. b) Removal of Municipal Reserve Designation for Plan 052 0560, Block 05, Lot 04MR**

Reeve Knelsen called the public hearing for the Municipal Reserve Designation Removal to order at 1:04 p.m.

Reeve Knelsen asked if the public hearing for proposed Municipal Reserve Designation Removal was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Municipal Reserve Designation Removal was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed MR Designation Removal.

Caitlin Smith, Director of Planning & Agriculture presented the following:

*The proposed resolution of Council will remove the Municipal Reserve designation from the following property Plan 052 0560, Block 05, Lot 04MR situated at 9206-88 Avenue within the hamlet of La Crete (Isaac Dyck subdivision) to allow for future sale of land.*

*The property is currently zoned Recreational 1 "REC1" will need to be rezoned at a later date.*

*In compliance with Section 674(1) of the MGA, a public hearing is held to deliberate on the potential removal of designation for municipal reserve land.*

Reeve Knelsen asked if Council has any questions of the proposed MR Designation Removal.

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Councillor Wardley – Is this a low lying lot, isn't that why we took it for MR? How do we sell it for development?

Director of Planning & Agriculture – Operations has added leftover fill to the lot and therefore is no longer low lying. I had brought this to Council as a ratepayer had requested either that the County develop it into a park or if we would be willing to sell it. I was directed to advertise for the MR removal and we will be selling it.

Councillor Braun – Yes, the funds from the sale have to go into our park fund as per the MGA and this should not be an issue.

Reeve Knelsen asked if any submissions were received in regards to proposed MR Designation Removal. There was one (1) submission received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed MR Designation Removal. There was no one present to speak to the proposed MR Designation Removal.

Reeve Knelsen closed the public hearing for the MR Designation Removal at 1:06 p.m.

**MOTION 24-02-115** **MOVED** by Councillor Braun

That the Chief Administrative Officer notify the Land Titles Registrar to remove the Municipal Reserve designation from Plan 052 0560, Block 05, Lot 04MR for the purpose of land sale.

**CARRIED**

**COMMUNITY SERVICES:**

**10. c) Bylaw 908-13 Unsightly Premises – Amendment**

**MOTION 24-02-116** **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1325-24 Unsightly Premises as amended.

**CARRIED**

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**MOTION 24-02-117**      **MOVED** by Councillor Driedger

That second reading be given to By-Law 1325-24 Unsightly Premises as amended.

**CARRIED**

**MOTION 24-02-118**      **MOVED** by Deputy Reeve Sarapuk  
Requires Unanimous

That consideration be given to go to third and final reading of By-Law 1325-24 Unsightly Premises as amended.

**CARRIED UNANIMOUSLY**

**MOTION 24-02-119**      **MOVED** by Councillor Braun

That third and final reading be given to By-Law 1325-24 Unsightly Premises as amended.

**CARRIED**

**COMMUNITY SERVICES:**      **10. d) Campground Caretakers – Request for Proposal Review**

**MOTION 24-02-120**      **MOVED** by Councillor Wardley

That administration move forward with Request for Proposals for Campground Partnership as amended to operate one or more Campgrounds for the 2024 season.

**CARRIED**

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

**MOTION 24-02-121**      **MOVED** by Deputy Reeve Sarapuk  
Requires 2/3

That the 2023 One Time project budget be amended by \$1,000 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

**CARRIED**

**FINANCE:**      **11. b) Disaster Recovery Program – 2020 Update February 13 2024 Report**

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**MOTION 24-02-122**      **MOVED** by Councillor Driedger

That the 2020 Disaster Recovery Program February 13, 2024 update report be received for information.

**CARRIED**

**FINANCE:**                      **11. c) Councillor Expense Claims**

**MOTION 24-02-123**      **MOVED** by Councillor Cardinal

That the Councillor Expense Claims for January 2024 be amended as discussed.

**CARRIED**

**MOTION 24-02-124**      **MOVED** by Councillor Wardley

That Bylaw 1316-23 Honorariums & Related Expense Reimbursement for Councillors and Approved Committee Members in regards to travel be brought to a future council meeting.

**CARRIED**

**FINANCE:**                      **11. d) Members at Large Expense Claims**

**MOTION 24-02-125**      **MOVED** by Deputy Reeve Sarapuk

That the Member at Large Expense Claim for January 2024 be received for information.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**                      **12. a) Mackenzie County Outdoor Recreation and Tourism Plan -Request for Proposals (RFP) Awarding**

**MOTION 24-02-126**      **MOVED** by Councillor Morris

That the Mackenzie County Outdoor Recreation and Tourism Plan be awarded to Expedition Management Consulting.

**CARRIED**

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Proponent Name	Score
Expedition Management Consulting	90
O2 Planning & Design	86.5
Setsail Interactive	67

**PROJECTS &  
 INFRASTRUCTURE:**

**12. b) Pacific NorthWest Economic Region (PNWER)  
 Committees and Initiatives**

**MOTION 24-02-127**

**MOVED** by Councillor Cardinal

That the following Councillors be authorized to attend the Pacific Northwest Economic Region (PNWER) Committees and Initiatives 33<sup>rd</sup> Annual Summit from July 21 – 25, 2024 in Whistler, British Columbia:

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

**CARRIED**

**OPERATIONS:**

**13. a) None**

**UTILITIES:**

**14. a) None**

**PLANNING &  
 DEVELOPMENT:**

**15. a) Bylaw 1323-24 Land Use Bylaw Amendment to Rezone Part of NW-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”**

**MOTION 24-02-128**

**MOVED** by Councillor Braun

That Motion 24-01-037 be rescinded and the subject property remain zoned as Hamlet Residential 1A “H-R1A”.

**CARRIED**

**MOTION 24-02-129**  
 Requires 2/3

**MOVED** by Councillor Cardinal

That the developer be reimbursed for the cost of the application fee incurred during this process.

**DEFEATED**

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

**PLANNING &  
DEVELOPMENT:**

**15. b) Bylaw 1324-24 – La Crete Offsite Levy Bylaw**

**MOTION 24-02-130**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

**CARRIED**

**MOTION 24-02-131**

**MOVED** by Councillor Driedger

That second reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

**CARRIED**

**MOTION 24-02-132**  
Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That consideration be given to third and final reading of Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

**CARRIED UNANIMOUSLY**

**MOTION 24-02-133**

**MOVED** by Councillor Morris

That third reading and final reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

**CARRIED**

**ADMINISTRATION:**

**16. e) NWT Association of Communities Tradeshow  
(ADDITION)**

**MOTION 24-02-134**

**MOVED** by Councillor Wardley

That the NWT Association of Communities Tradeshow discussion be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 2:11 p.m.

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



Reeve Knelsen turned over the chair to Deputy Reeve Sarapuk and left the meeting at 2:11 p.m.

Deputy Reeve Sarapuk reconvened the meeting at 2:20 p.m.

**ADMINISTRATION: 16. a) High Level Agricultural Society – 54<sup>th</sup> Annual High Level Rodeo Sponsorship Request**

**MOTION 24-02-135** **MOVED** by Councillor Cardinal

That Mackenzie County sponsor the High Level Agricultural Society's 54<sup>th</sup> Annual High Level Rodeo in the amount of \$2,000.

**CARRIED**

**ADMINISTRATION: 16. b) Northern Lights Recreation Centre - 41<sup>st</sup> La Crete Challenge Cup Sponsorship Request**

**MOTION 24-02-136** **MOVED** by Councillor Driedger

That Mackenzie County sponsor the Northern Lights Recreation Centre's 41<sup>st</sup> La Crete Challenge Cup from April 5-7, 2024 in the amount of \$1,000.

**CARRIED**

**MOTION 24-02-137** **MOVED** by Councillor Cardinal

That Mackenzie County sponsor the Loggers & Truckers Hockey Tournament from April 8-13, 2024 in the amount of \$1,000.

**CARRIED**

**ADMINISTRATION: 16. f) Water Capacity – Zama Water Treatment Plant (ADDITION)**

**MOTION 24-02-138** **MOVED** by Councillor Morris  
Requires Unanimous

That administration investigate and provide water capacity options for industry.

**CARRIED UNANIMOUSLY**

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

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

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. a) Council Committee Reports (verbal)**

**MOTION 24-02-139**

**MOVED** by Councillor Cardinal

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

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. b) Agricultural Service Board Meeting Minutes**

**MOTION 24-02-140**

**MOVED** by Councillor Wardley

That the unapproved meeting minutes from the February 6, 2024 Agricultural Service Board meeting minutes be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. c) Development Ad Hoc Committee Meeting Minutes**

**MOTION 24-02-141**

**MOVED** by Councillor Braun

That the unapproved meeting minutes from the February 7, 2024 Development Ad Hoc Committee meeting minutes be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 24-02-142**

**MOVED** by Councillor Wardley

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

**CARRIED**

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

**TENDERS:**                                    **5. a) Bridge Rehabilitation and Other Work - Bridge File 78209**

**MOTION 24-02-143**                            **MOVED** by Councillor Wardley  
Requires 2/3

That the Bridge Rehabilitation and Other Work - Bridge File 78209 contract be awarded to the lowest bidder(s) while staying within budget.

**CARRIED**

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

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

Regular Council Meeting  
February 28, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
March 12, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**                            **22. a) Adjournment**

**MOTION 24-02-144**                            **MOVED** by Councillor Driedger

That the Council meeting be adjourned at 3:00 p.m.

**CARRIED**

These minutes will be presented for approval at the February 28, 2024 Regular Council Meeting.

\_\_\_\_\_  
Joshua Knelsen  
Reeve

\_\_\_\_\_  
Darrell Derksen  
Chief Administrative Officer

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1320-24 Land Use Bylaw Amendment to Rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”</b>

## **BACKGROUND / PROPOSAL:**

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

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

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

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

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

This item was taken to Council in 2016 and was TABLED at third reading as the developer at the time was supposed to provide a servicing plan and an Area Structure Plan. There was no submission received.

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

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

**Regulations**

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

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

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

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

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

**CARRIED**

The rezoning application was presented to the Mackenzie County Council on January 31, 2024 where the following motion was made:

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

**MOTION 24-01-034**

**MOVED** by Councillor Peters

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

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1320-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”, to accommodate the development of a subdivision.

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

Motion 2:

Simple Majority

Requires 2/3

Requires Unanimous

That third reading be given to Bylaw 1320-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial "LC-LI" to Manufactured Home Subdivision "MHS", to accommodate the development of a subdivision.

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



**BYLAW NO. 1320-24**  
**BEING A BYLAW OF MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial “LC-LI” to Manufactured Home Subdivision “MHS”.

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

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

Part of SE-16-106-15-W5M

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

READ a first time this 31<sup>st</sup> day of January, 2024.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2024.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

---

Joshua Knelsen  
Reeve

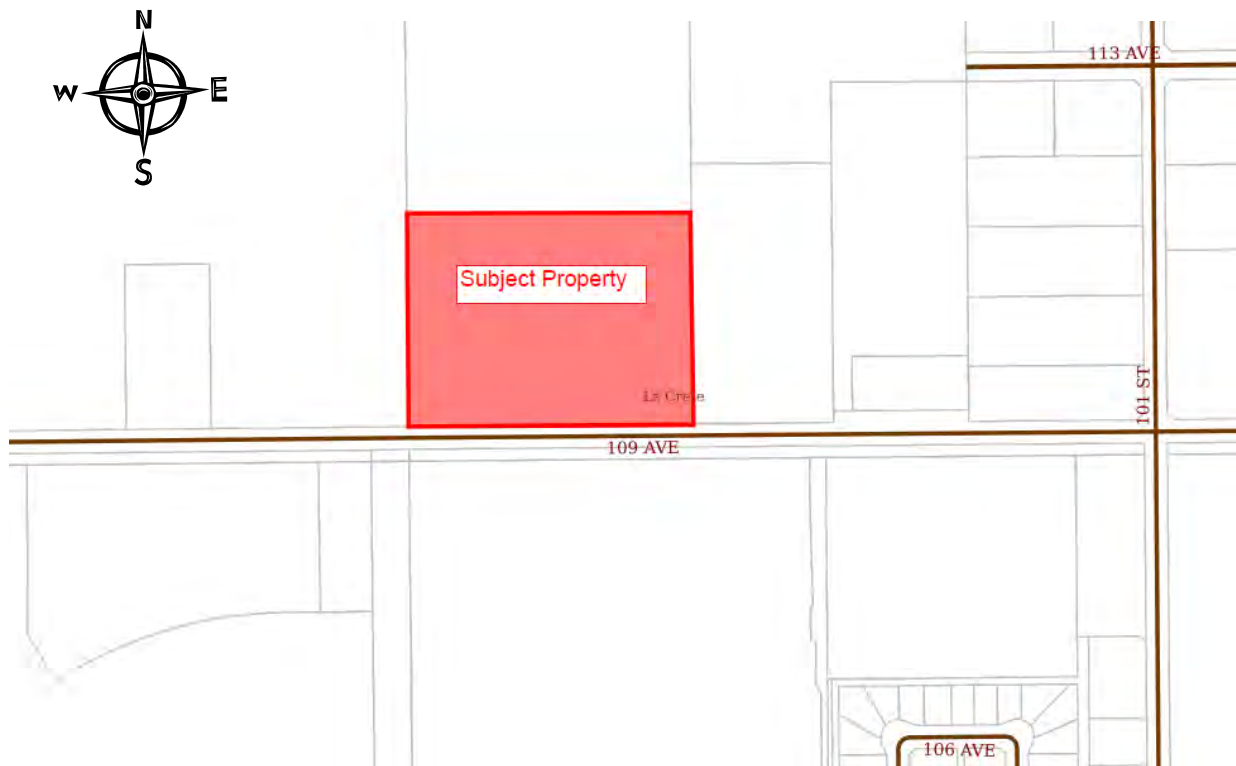
---

Darrell Derksen  
Chief Administrative Officer

**BYLAW No. 1320-24**

**SCHEDULE "A"**

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



FROM: La Crete Light Industrial "LC-LI"

TO: Manufactured Home Subdivision "MHS"

## Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

AS of Jan 1, 2024.

Name Of Applicant <span style="color: red;">Section 17 (1)</span>		
Address:		
City/Town <span style="color: red;">Section 17 (1)</span>		
Postal Code <span style="color: red;">Section 17 (1)</span>	Phone	Cell <span style="color: red;">Section 17 (1)</span>
Applicant Email <span style="color: red;">Section 17 (1)</span>		

Complete only if different from Applicant

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

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

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

Civic Address: Range 15 JW

Land Use Classification Amendment Proposed:

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

Reasons Supporting Proposed Amendment:

Manufactured Home subdivision, create SF lots for development.

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

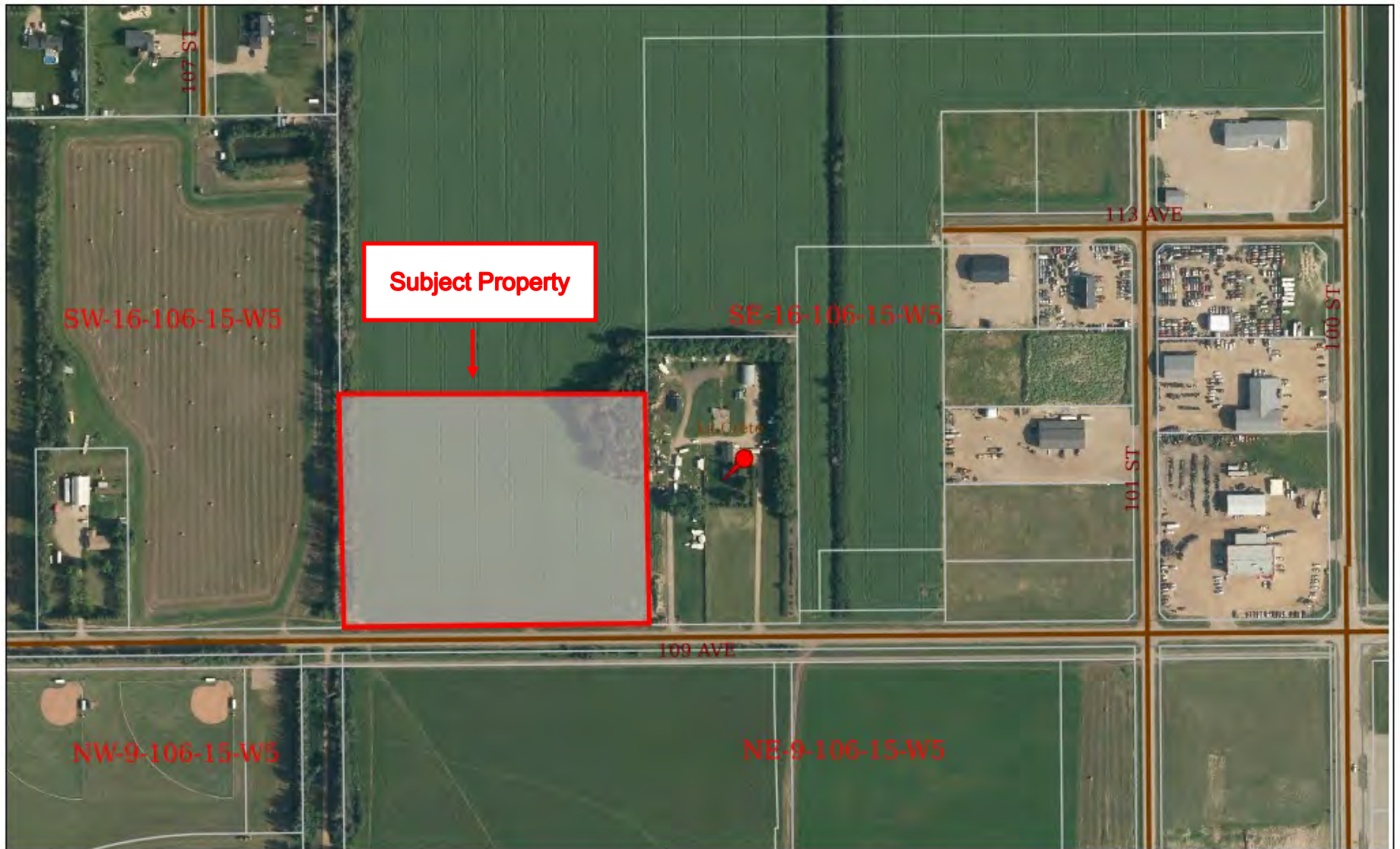
X Applicant Signature \_\_\_\_\_ Date 2023-12-20


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


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

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

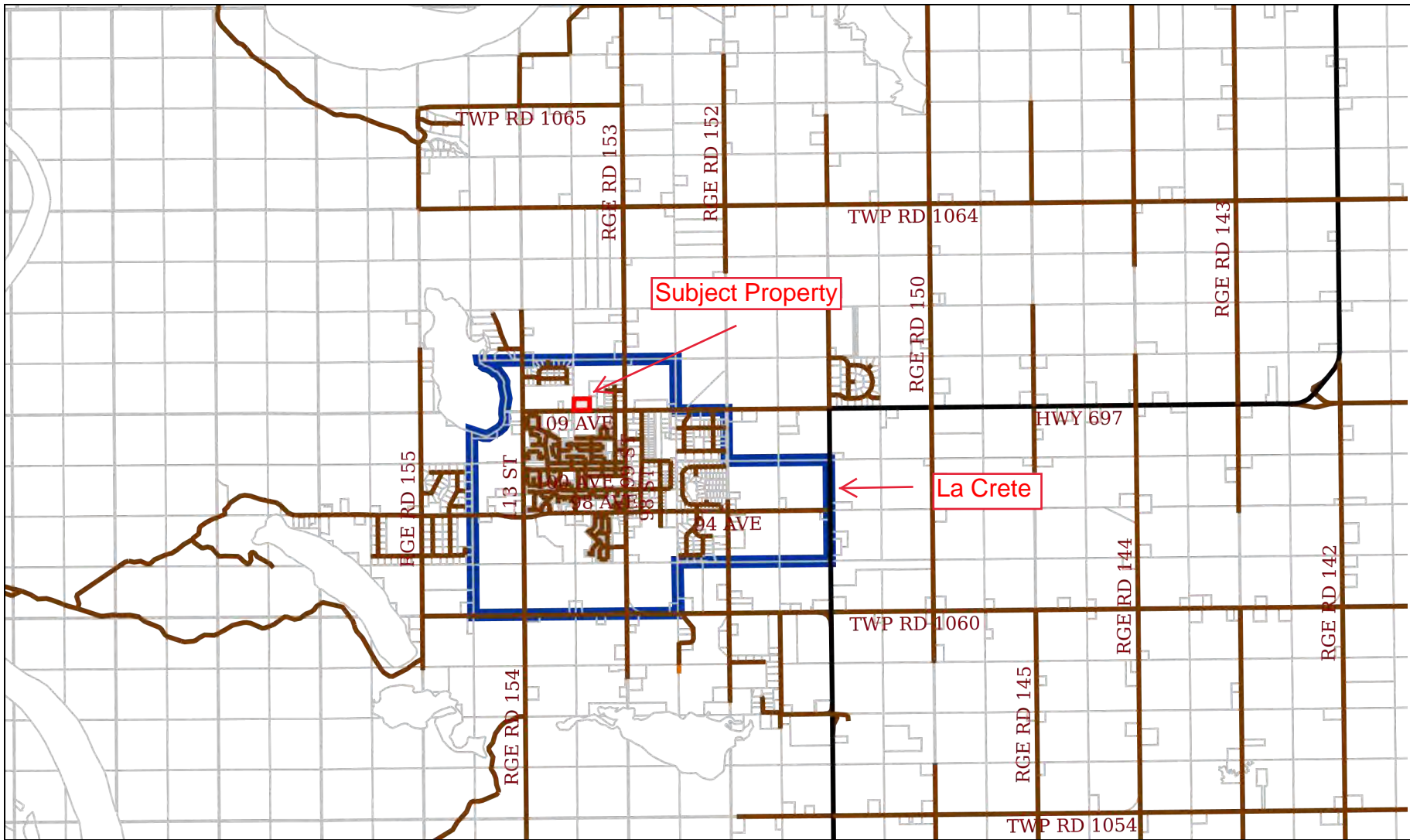







 Scale 1: 4,392

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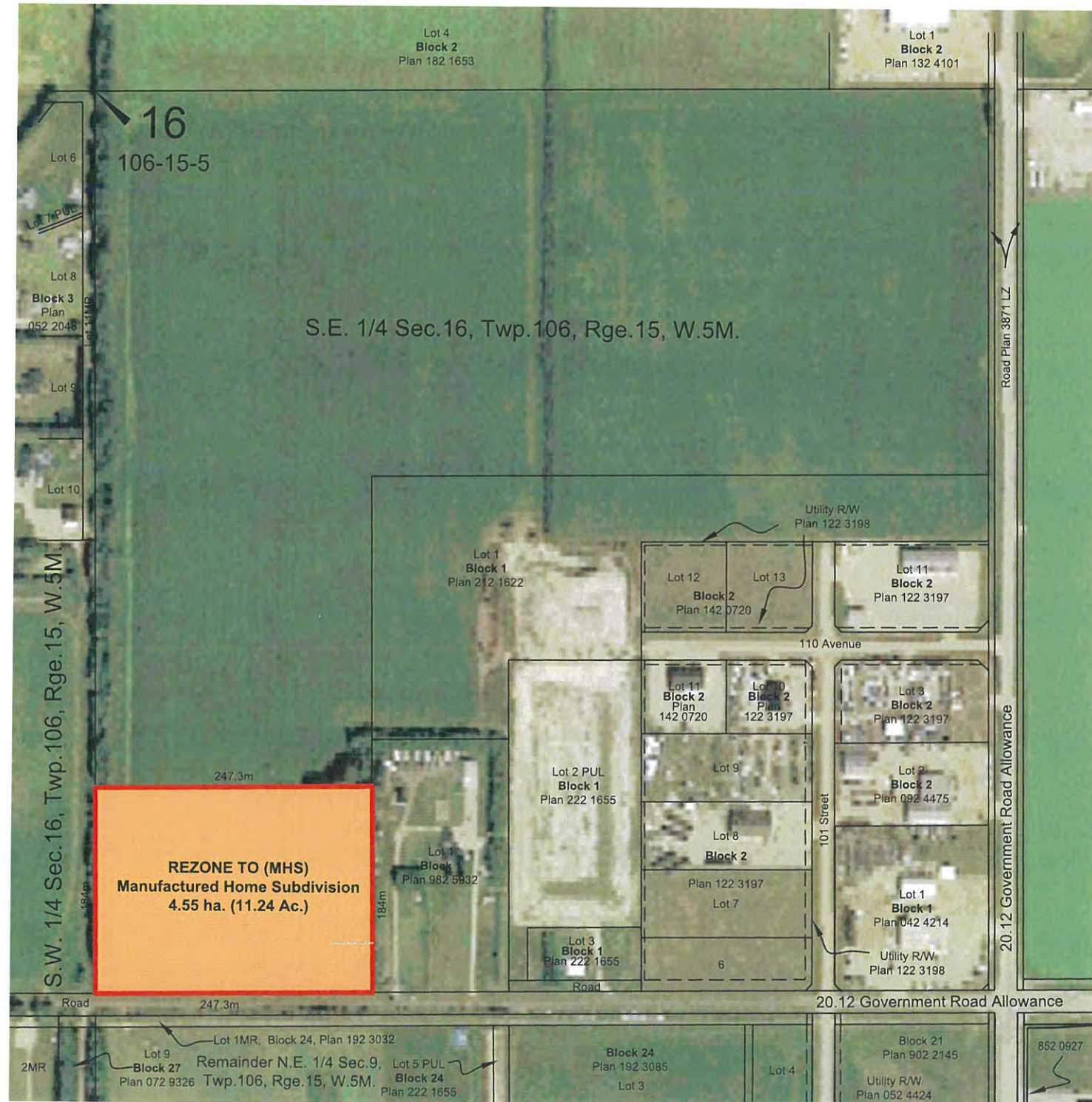
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1 Mi 

1 Km 

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



**SCALE 1:5000**

Current Abadata Imagery



## PLAN SHOWING

### PROPOSED REZONING

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

#### Schedule of Area(s)

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

#### Registered Title Encumbrances (Affecting Extent of Title)

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

#### Legend

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

#### Land Owner(s)

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



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



**PREPARED BY**  
 Jason Coates, A.L.S.

#### Revision Table

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

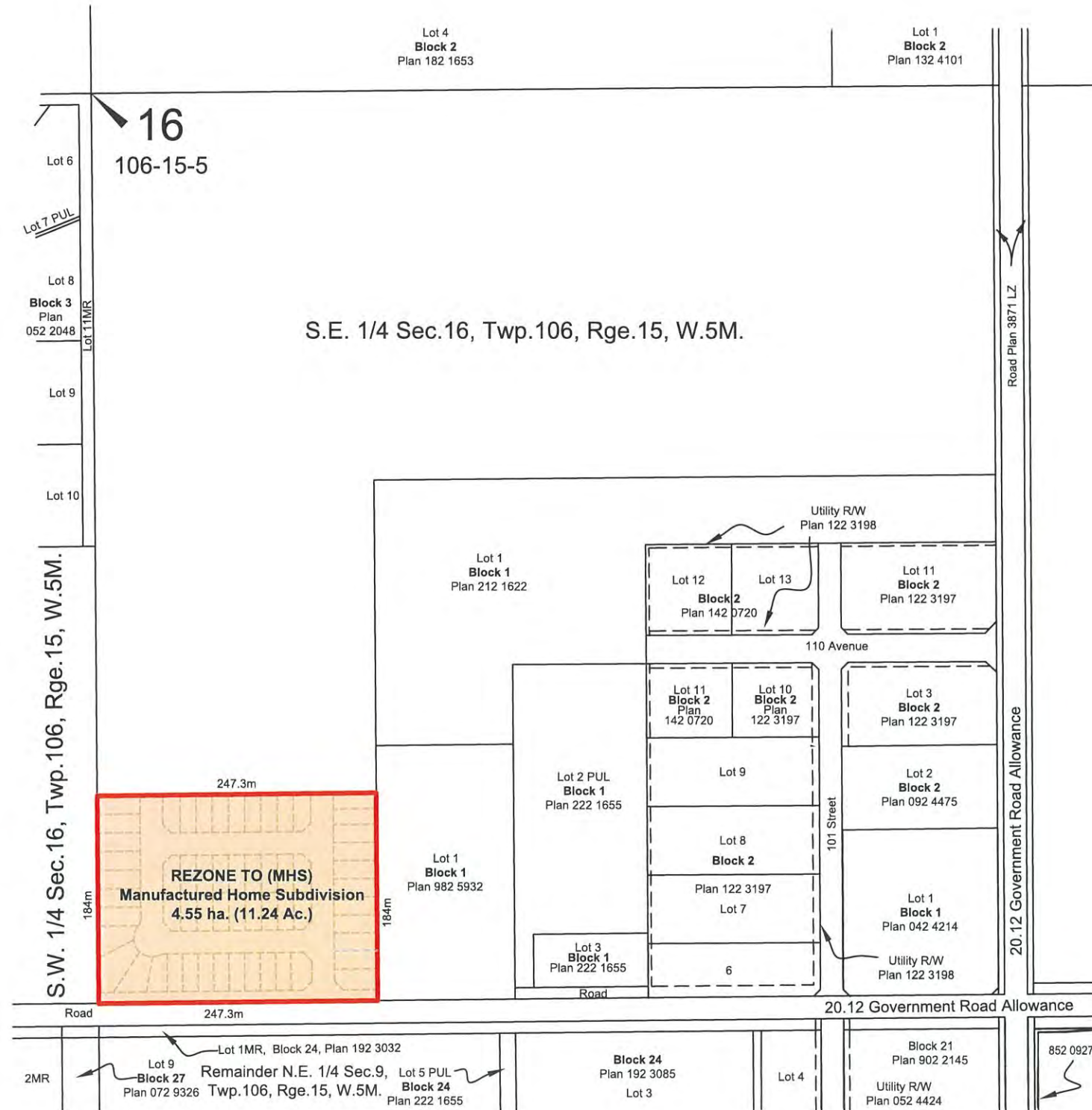


Revision

# PLAN SHOWING

## PROPOSED REZONING

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



### Schedule of Area(s)

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

### Registered Title Encumbrances (Affecting Extent of Title)

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

### Legend

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

### Land Owner(s)

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



#103-2, 8301 99 Street  
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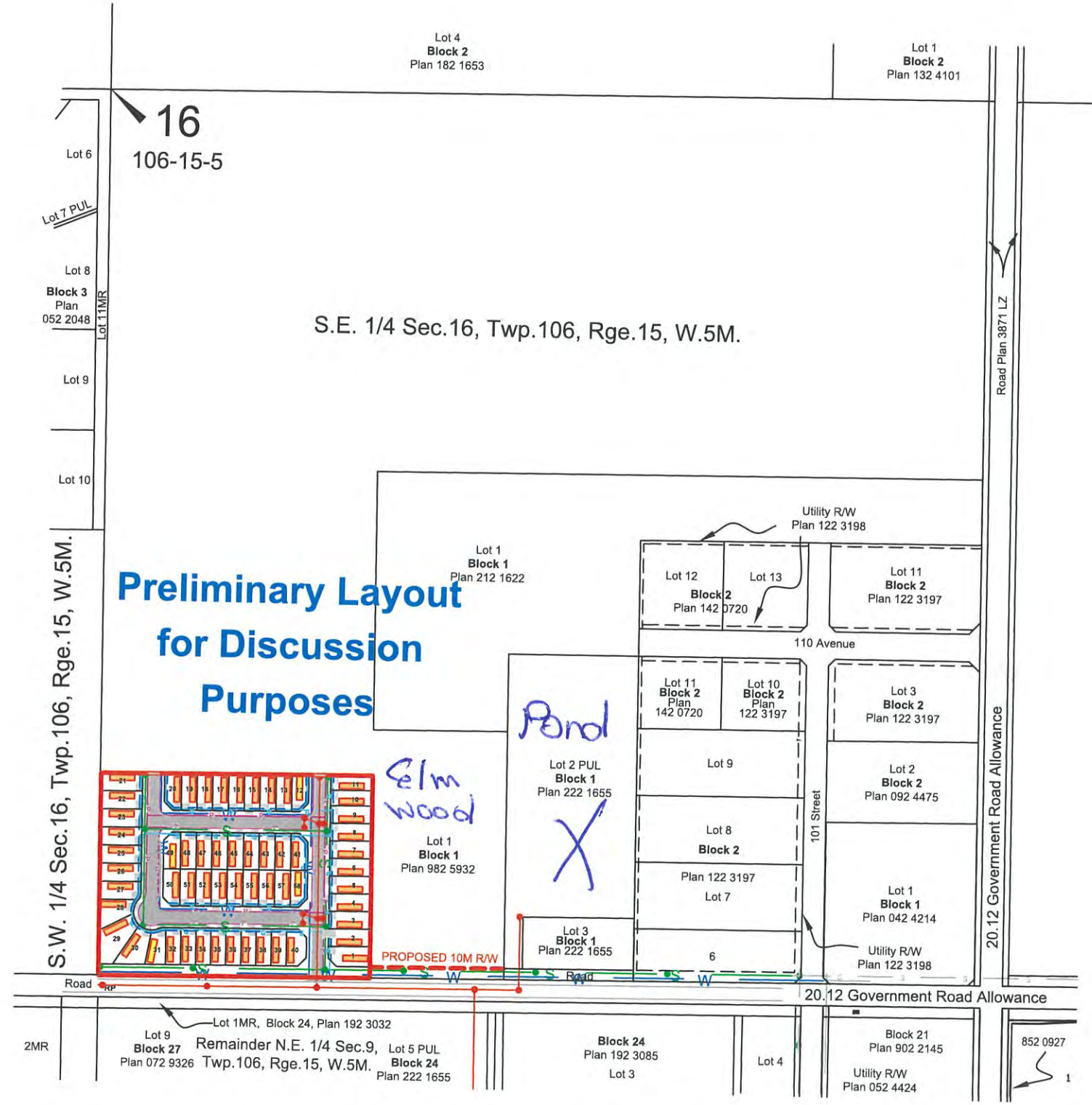
**PREPARED BY**  
 Jason Coates, A.L.S.

### Revision Table

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0	Original	MM	JC	JC	Dec. 7, 2023
Client File No: N/A					0 Revision
File No: 230220 REZONE		Job No: 230220		Sheet: 1 of 2	

# SKETCH PLAN SHOWING PROPOSED LOT AND UTILITY LAYOUT

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



### Schedule of Area(s)

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

### Registered Title Encumbrances (Affecting Extent of Title)

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

### Notes

- Distances are in Meters and Decimals Thereof.

### Legend

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

### Land Owner(s)

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

**BORDERLINE SURVEYS**

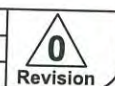
#103-2, 8301 99 Street  
Clairmont, Alberta T8X 5B1  
Phone: (780) 538-1955  
E-mail: jwc.surveyor@gmail.com



PREPARED BY  
Jason Coates, A.L.S.

### Revision Table

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

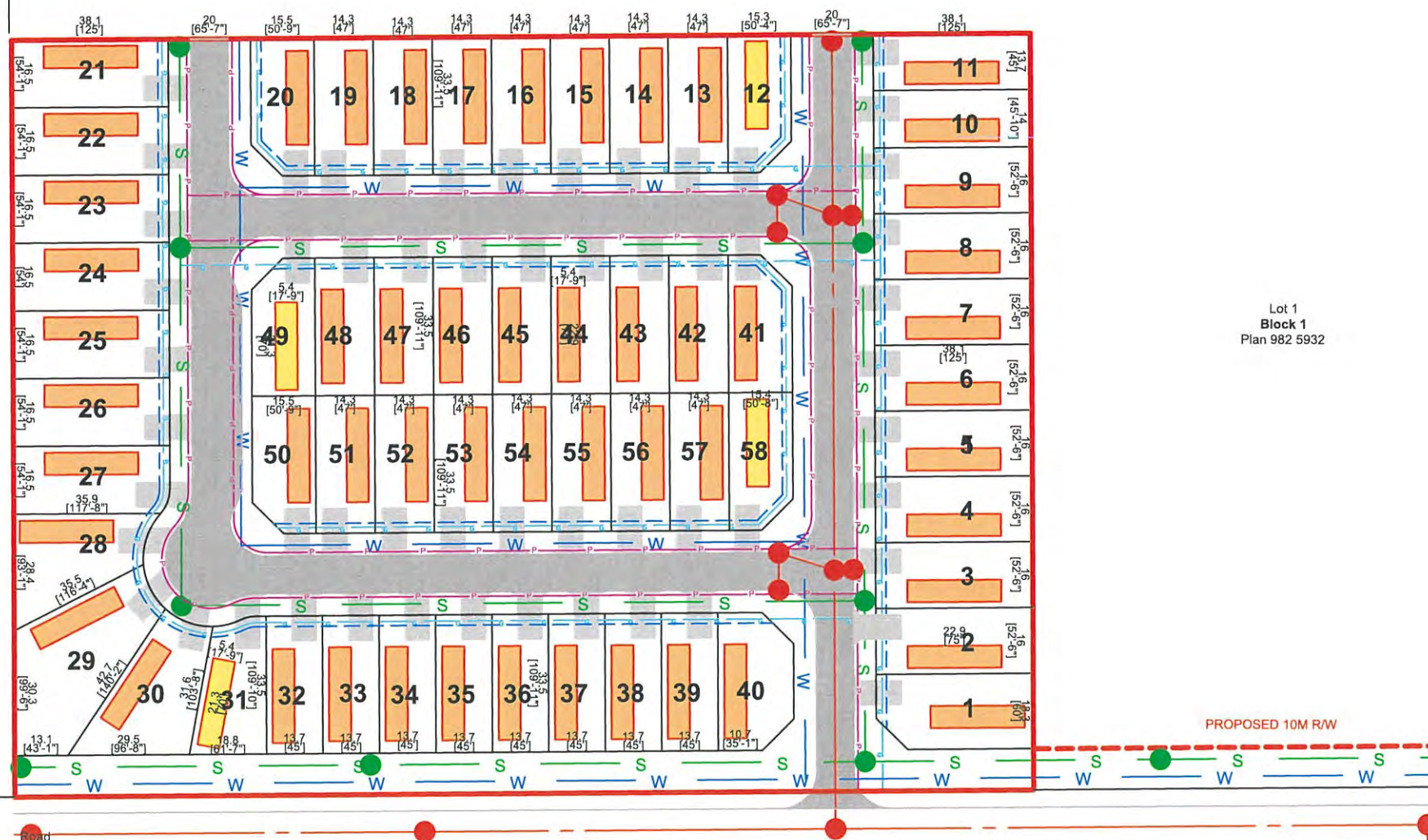




# Preliminary Layout for Discussion Purposes

## SKETCH PLAN SHOWING PROPOSED LOT AND UTILITY LAYOUT

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



Lot 1  
Block 1  
Plan 982 5932

Lot 1MR, Block 24, Plan 192 3032



SCALE 1:1500



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



PREPARED BY  
Jason Coates, A.L.S.

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

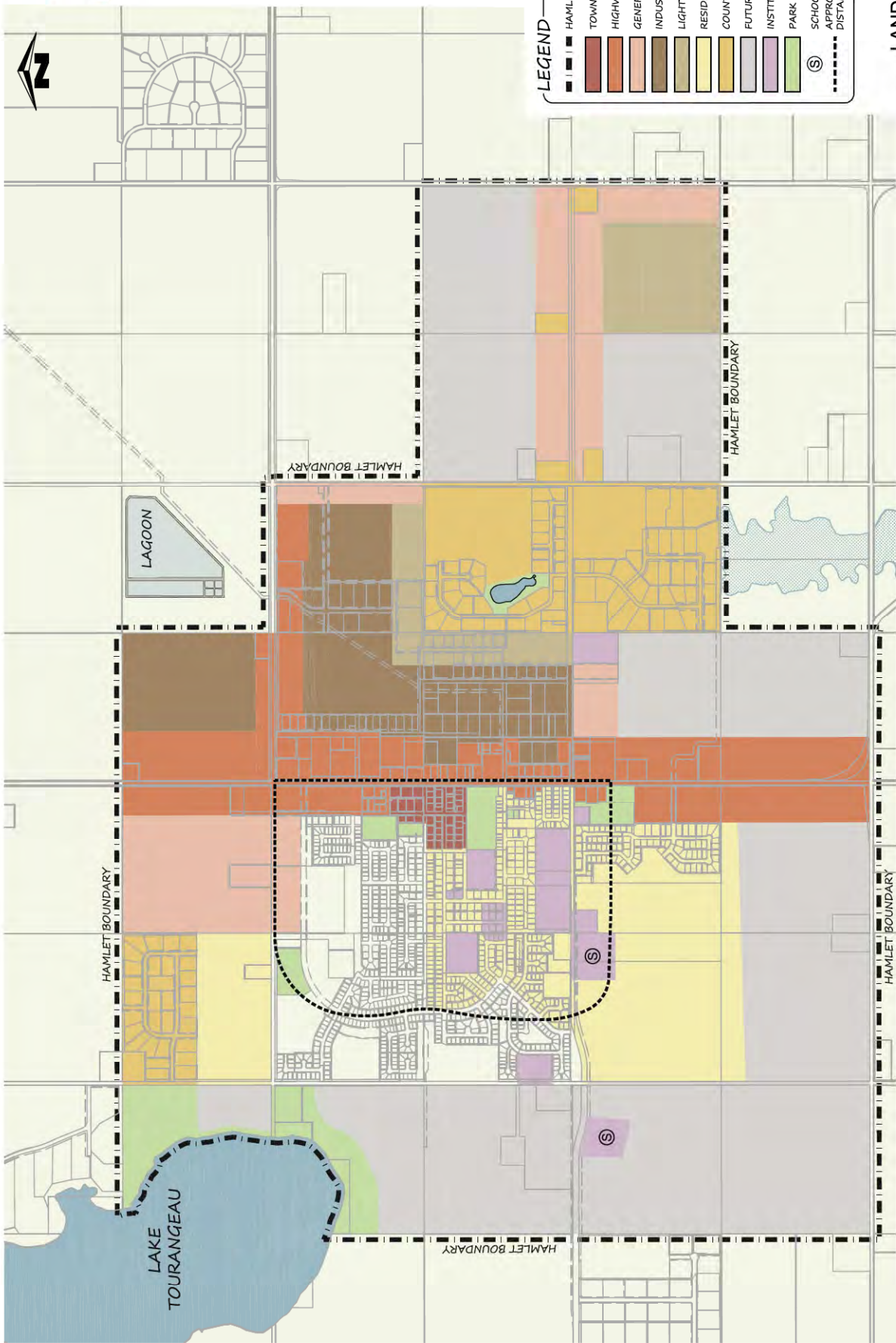


FIGURE 2  
**LAND USE CONCEPT**  
 LA CRETE AREA STRUCTURE PLAN  
 NOT TO SCALE  
 MARCH 2013

**Mackenzie County  
PUBLIC HEARING FOR**

**BYLAW:**

**ORDER OF PRESENTATION:**

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

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

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_ please outline the proposed \_\_\_\_\_ and present his submission.

\_\_\_\_\_ Does the Council have any question of the proposed \_\_\_\_\_ ?

\_\_\_\_\_ Were any submissions received in regards to the proposed \_\_\_\_\_ ?  
*If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed \_\_\_\_\_ ?

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

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

**REMARKS & COMMENTS:**

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



**From:** [Chad Wiebe](#)  
**To:** [Caitlin Smith](#)  
**Subject:** Proposed rezoning letter  
**Date:** February 21, 2024 1:31:14 PM

---

Hi Caitlin

Regarding the proposed rezoning and subdivision application for the mobile home park on the north side of town.

This is not the first time this project has been applied for. Council previously did not go ahead with this because if I remember correctly they did not want a residential subdivision in a commercial area. What has changed that they now are now looking to do this?

If this project proceeds what if any negative effects will it have on our lands to the west? The sanitary in the area was to take 90% of the that parcel and we would not want that negatively effected.

Chad Wiebe

Chad Wiebe  
La Crete Home Hardware



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL”</b>

**BACKGROUND / PROPOSAL:**

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

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

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

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

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

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

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

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

“RIL”.

**CARRIED**

This item was taken to Council on January 31, 2024 for first reading where it was passed with the following motion:

**MOTION 24-01-035**      **MOVED** by Councillor Wardley

*That first reading be given to the Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL”, subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

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

**COMMUNICATION:**

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

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL” to accommodate a Bulk Fuel Storage & Distribution use.

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

Motion 2:

Simple Majority

Requires 2/3

Requires Unanimous

That third reading be given to Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural "A" to Rural Industrial Light "RIL" to accommodate a Bulk Fuel Storage & Distribution use.

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

**BYLAW NO. 1321-24**  
**BEING A BYLAW OF MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to Part of NE 12-104-18-W5M from Agricultural “A” to Rural Industrial Light “RIL” to accommodate a Bulk Fuel Storage and Distribution use.

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

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

Part of NE 12-104-18-W5M

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

READ a first time this 31<sup>st</sup> day of January, 2024.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2024.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

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Joshua Knelsen  
Reeve

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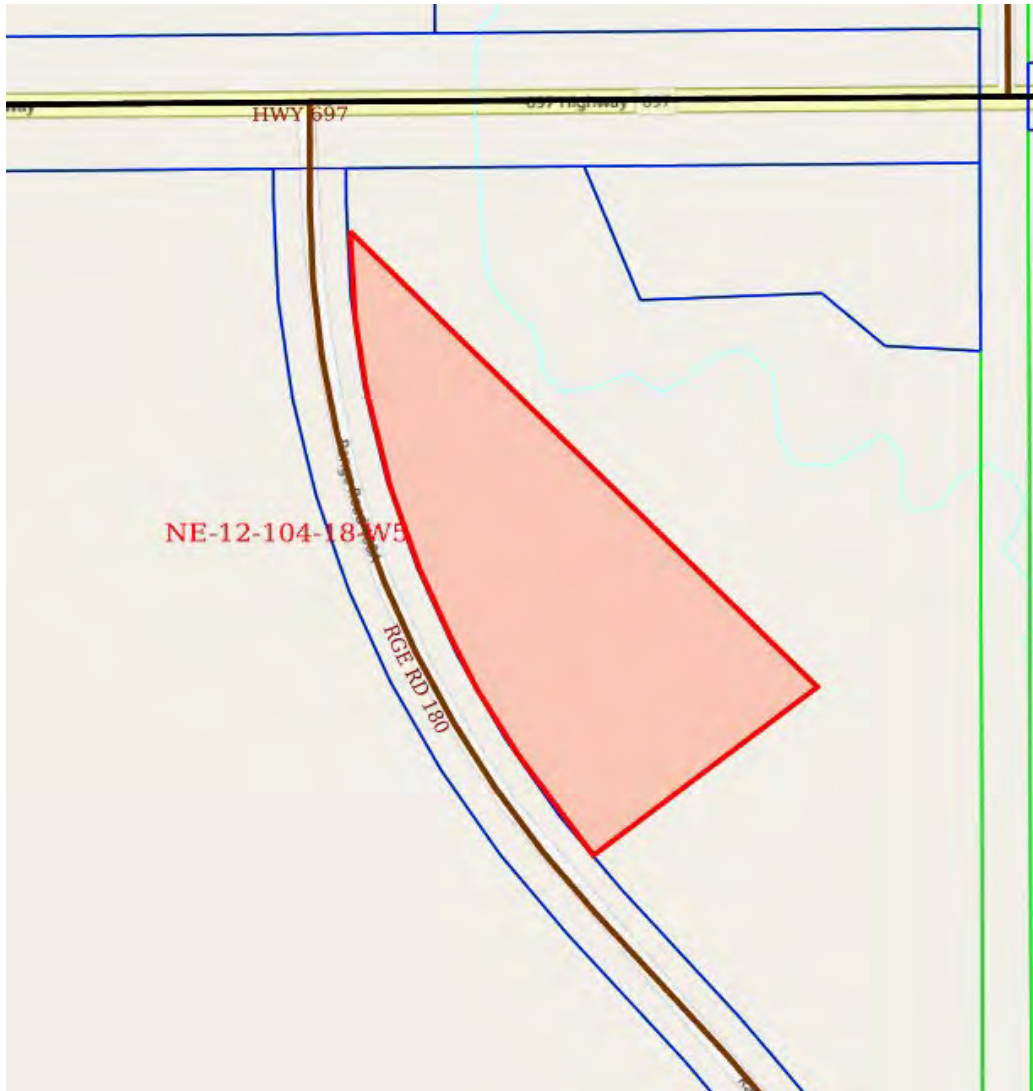
Darrell Derksen  
Chief Administrative Officer



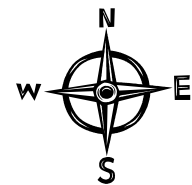
**BYLAW No. 1321-24**

**SCHEDULE "A"**

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



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



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

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

Complete only if different from Applicant

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

Name of Registered Owner <u>955403 AB Ltd</u>
--

Part of

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

QTR./LS. <u>NE</u>	SEC. <u>12</u>	TWP. <u>104</u>	RANGE <u>18</u>	M. <u>5</u>	or	PLAN	BLK	LOT
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Civic Address: \_\_\_\_\_

Land Use Classification Amendment Proposed:

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

Reasons Supporting Proposed Amendment:

<u>Set up a cardlock through Platinum Fuels &amp; tanks (1 diesel, 1 gas)</u>
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I have enclosed the required application fee of: 854.96 Receipt No.: 303021

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Dec 19, 2023

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

Date \_\_\_\_\_

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

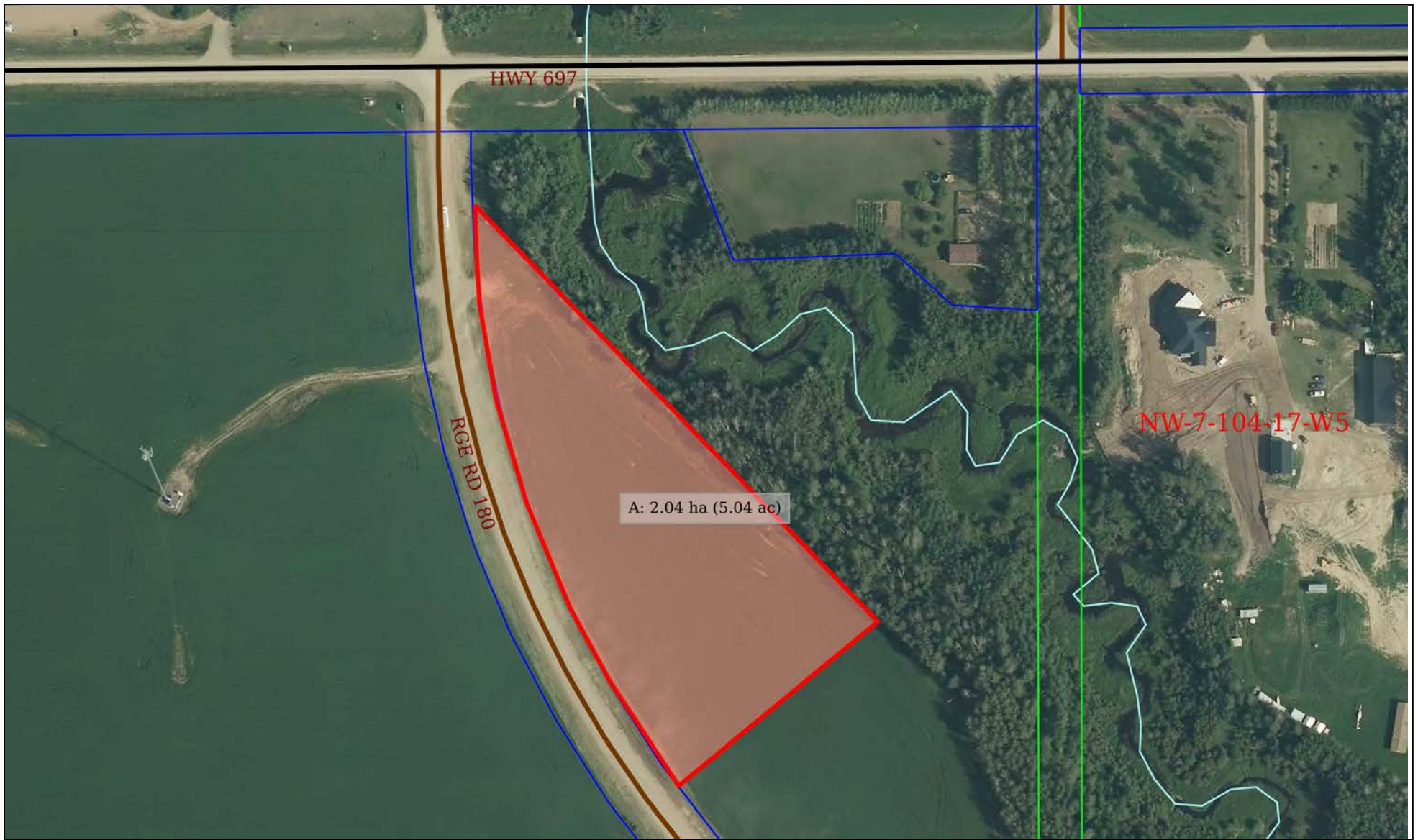
*The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of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

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



Mackenzie County

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



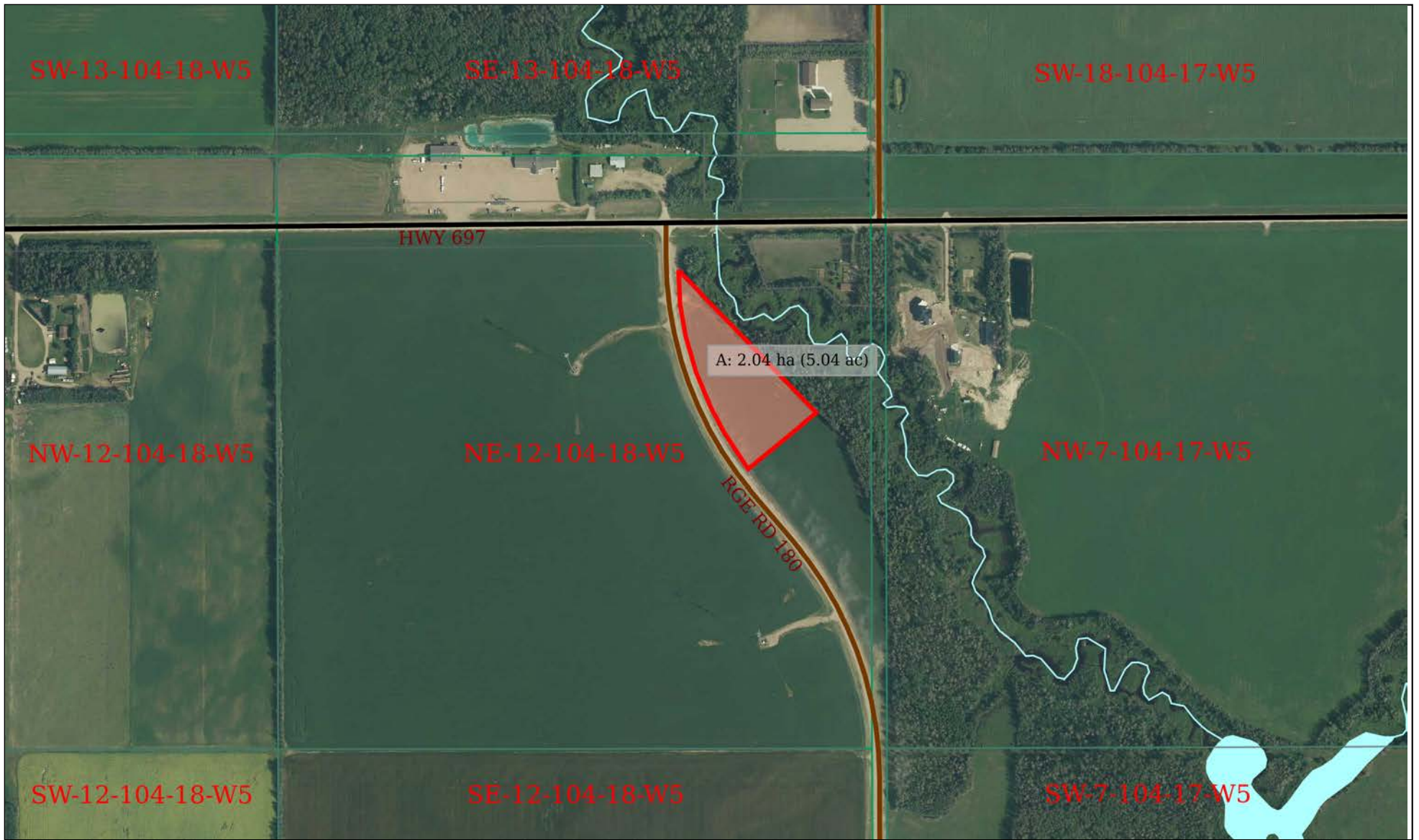
A: 2.04 ha (5.04 ac)



Scale 1: 2,566





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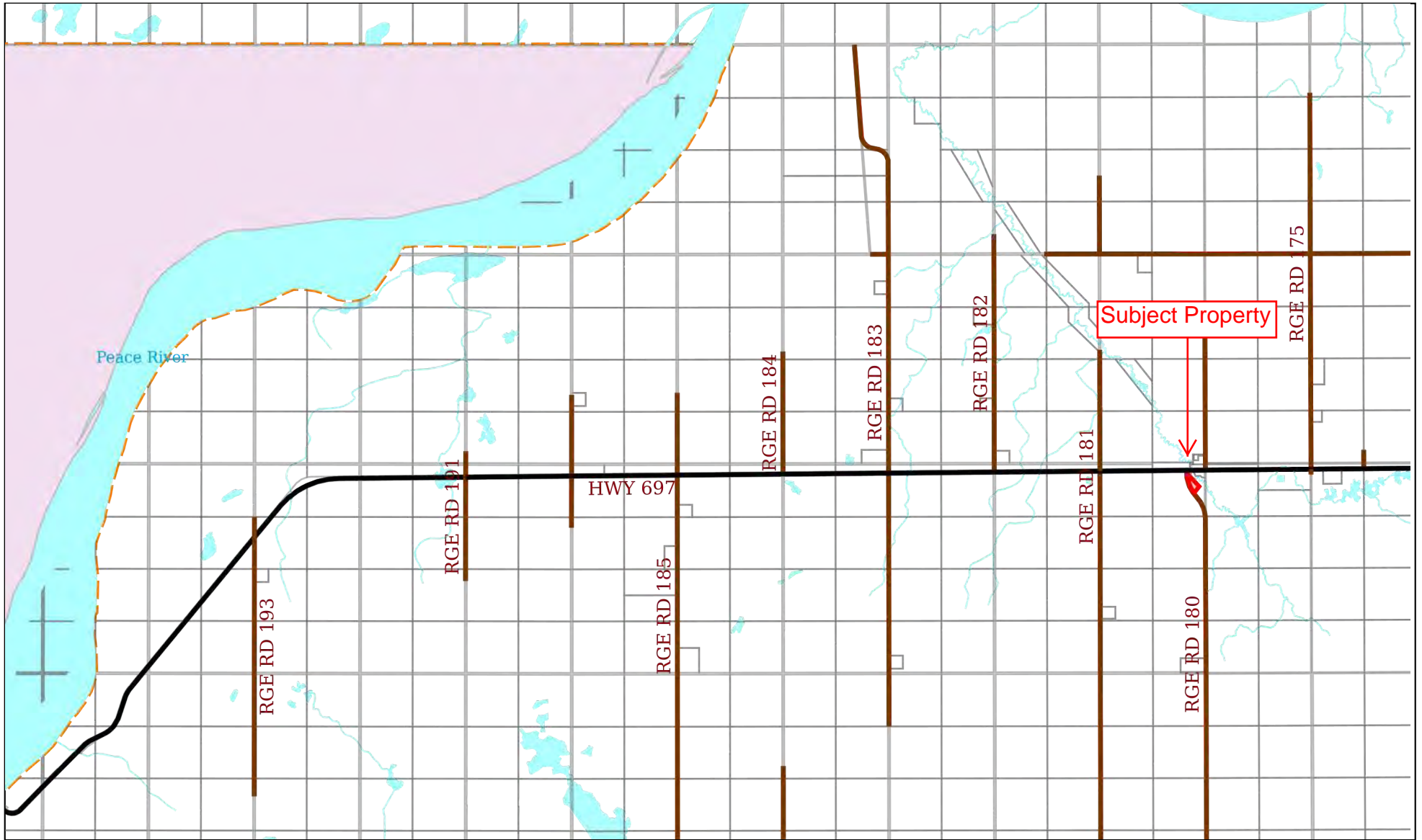


Scale 1: 7,500



100 yd   
 100 m 

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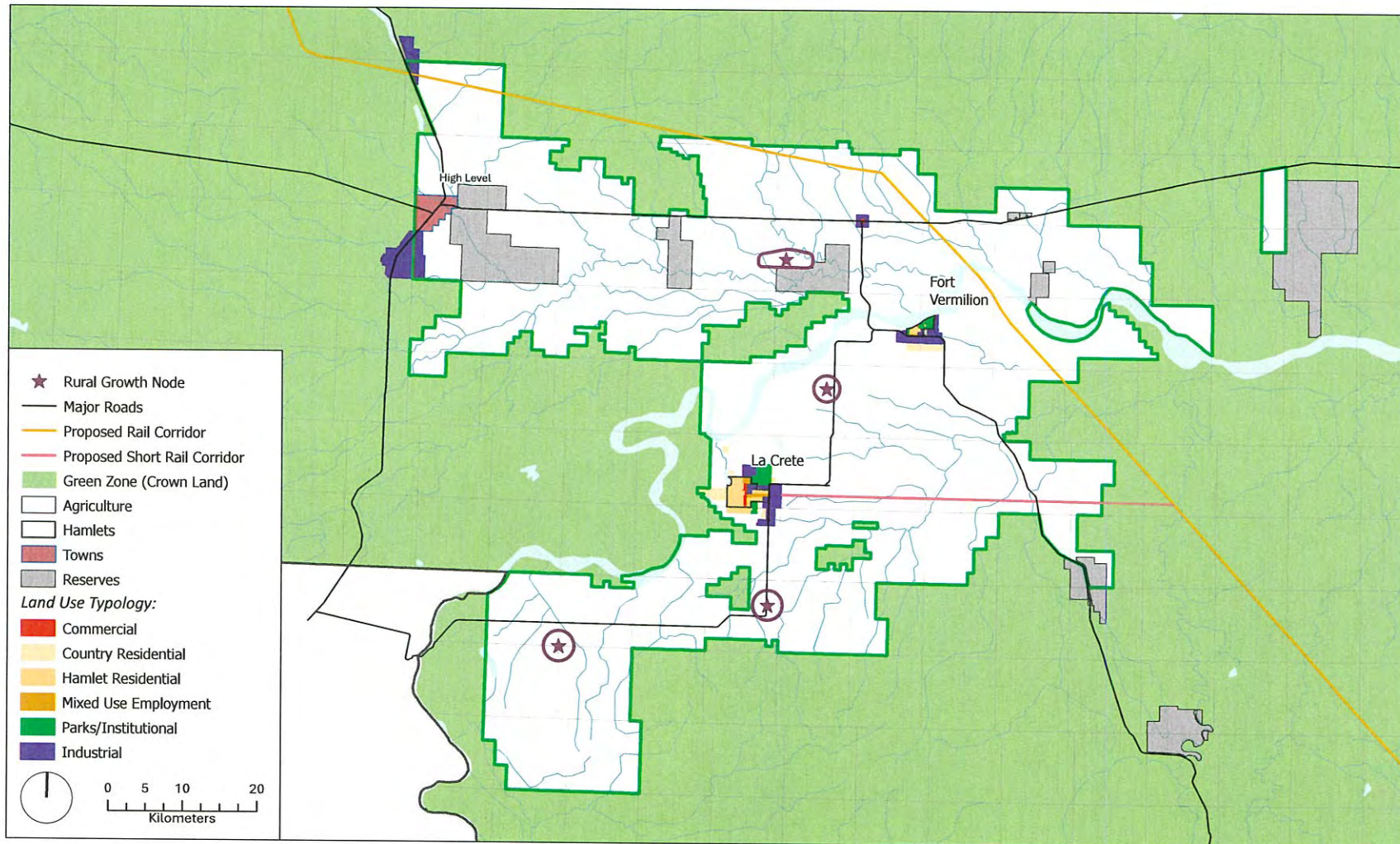


Mackenzie County

Scale 1: 85,541

1 Mi  
1 Km

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**Mackenzie County  
PUBLIC HEARING FOR**

**BYLAW:**

**ORDER OF PRESENTATION:**

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

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

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_ please outline the proposed \_\_\_\_\_ and present his submission.

\_\_\_\_\_ Does the Council have any question of the proposed \_\_\_\_\_?

\_\_\_\_\_ Were any submissions received in regards to the proposed \_\_\_\_\_ ?  
*If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed \_\_\_\_\_?

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

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

**REMARKS & COMMENTS:**

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3</b>

## **BACKGROUND / PROPOSAL:**

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

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

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

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

**MPC 24-01-006** *MOVED* by David Driedger

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

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

**CARRIED**

This item was taken to Council on January 31, 2024 for first reading where it was passed with the following motion:

**MOTION 24-01-036**      **MOVED** by Councillor Braun

*That first reading be given to the Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3, subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Costs consisted of advertising the Public Hearing which were borne by the applicant.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

The Bylaw Amendment was advertised as per MGA requirements.

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision “MHS” district in the Land Use Bylaw, Section 9.23.3.

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

Motion 2:

Simple Majority

Requires 2/3

Requires Unanimous

That third reading and final reading be given to Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision "MHS" district in the Land Use Bylaw, Section 9.23.3.

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

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

**TO AMEND THE MACKENZIE COUNTY LAND USE BYLAW**  
**TO REDUCE THE MINIMUM WIDTH REQUIREMENT FOR LOTS IN THE**  
**MANUFACTURED HOME SUBDIVISION “MHS” ZONING DISTRICT IN THE**  
**HAMLET OF LACRETE, FORT VERMILION & ZAMA**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by reducing the minimum width requirement for lots to Section 9.23.3, from 16.8m (55 ft) to 13.7m (45 ft) in the Manufactured Home Subdivision “MHS” Zoning District.

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

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

Manufactured Home Subdivision (MHS)

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

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

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

READ a first time this 31<sup>st</sup> day of January, 2024.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

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

## Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Complete only if different from Applicant

Name Of Applicant <i>Martin Harder</i>		
Address: <i>Box 4013</i>		
City/Town <i>La Crete</i>		
Postal Code <i>T0H 2H0</i>	Phone	Cell <i>780 926 0378</i>
Applicant Email <i>harder.martin@hotmail.com</i>		

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

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

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

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

Land Use Classification Amendment Proposed:

From: \_\_\_\_\_ To: \_\_\_\_\_

Reasons Supporting Proposed Amendment:

*Amend MHS minimum width from 55' to 45' to add more lots for homes, similar to GP.*

I have enclosed the required application fee of: 1006.

Receipt No.: 303045

*[Signature]*  
Applicant Signature

2023-12-20  
Date

Registered Owner Signature

Date

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

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

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



Mackenzie County

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

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

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

Complete only if different from Applicant

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

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

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

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

Land Use Classification Amendment Proposed:

From: \_\_\_\_\_ To: \_\_\_\_\_

Reasons Supporting Proposed Amendment:

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

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

Applicant Signature \_\_\_\_\_ Date 2023-12-20

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

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

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



**Mackenzie County  
PUBLIC HEARING FOR**

**BYLAW:**

**ORDER OF PRESENTATION:**

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

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

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_ please outline the proposed \_\_\_\_\_ and present his submission.

\_\_\_\_\_ Does the Council have any question of the proposed \_\_\_\_\_?

\_\_\_\_\_ Were any submissions received in regards to the proposed \_\_\_\_\_ ?  
*If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed \_\_\_\_\_?

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

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

**REMARKS & COMMENTS:**

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>DELEGATION Danny Friesen (10:00 a.m.)</b>

**BACKGROUND / PROPOSAL:**

The delegate would like to request that Council waive the requirement to connect to water and sanitary sewer with his proposed development.

The application has gone to MPC, where it was TABLED as MPC does not have the authority to waive requirements for infrastructure.

The developer has requested to speak to Council to remove this requirement for their development.

According to the DEV001 Urban Development Standards the following is stated:

***Sanitary Sewer***

*Design criteria shall be in accordance with the County's GMIS.*

***Sanitary sewer shall be provided for all developments.***

*Sanitary sewer installations shall be gravity based. If, for economic or construction rationale, a gravity system is determined to not be feasible in an area, a detailed engineering report shall be provided to the County explaining the challenges, and how a low pressure system will help to alleviate the challenges. The report shall include details regarding site density, soil types, water tables, existing development, terrain, economics and any other factors that are perceived as a hindrance to installing a gravity system.*

***Water***

*Design criteria shall be in accordance with the County's GMIS.*

*All new developments shall include the installation of a municipal water system that provides adequate fire flow volumes.*

**Author:**  C Smith  **Reviewed by:** \_\_\_\_\_ **CAO:**  D. Derksen

Any deferral from municipal policy should be approved by Council.

**OPTIONS & BENEFITS:**

The developer's proposed development is within hamlet boundary and would be required to connect to municipal infrastructure.

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

DEV001 Urban Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: D. Derksen



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Family First Pregnancy Care Centre – La Crete Location (11:45 a.m.)</b>

## **BACKGROUND / PROPOSAL:**

The Family First Pregnancy Care Centre members are seeking an opportunity to engage with the Mackenzie County council, aiming to share their aspirations and vision for the center.

Information can be found in the pamphlet attached.

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Family First Pregnancy Care Centre discussion be received for information.

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

## Family First is registered & affiliated with:

### Pregnancy Care Canada

We are a Christ-centred (non-denominational) non-political, not-for-profit national best practice organization dedicated to affirming the value of every life by equipping (over 80 affiliated) pregnancy care centres and local communities with resources, education, and support to compassionately serve those challenged by an unexpected pregnancy.

<https://pregnancycanada.ca/>

- **We believe** in the value of every woman, man, and child.

- **We believe** information, compassion, and practical support help alleviate many of the challenges encountered with an unexpected pregnancy.

- **We believe** every person is worthy of respect and care - regardless of their lifestyle, faith background, or pregnancy decision.

- **We believe** that many women and men hurting from an abortion loss need a safe place to grieve and heal, and pregnancy care centres provide this.

- **We believe** having a healthy mindset and an understanding of healthy relationships and intimacy is important.



## Who Is there to help?



*"We, the Pregnancy Care Centre in Grande Prairie, support individuals who are experiencing unexpected pregnancies. This can be anyone: sometimes a young teen, a married woman in her late 40's who thought she was past her child bearing years, a woman with cancer or other serious health risks, a woman who has been raped or a woman who is fleeing a violent relationship.*

*When they walk through our doors, they are met with kindness and compassion and our goal is to surround them with much grace, as Jesus would, that they no longer see abortion as the only option.*

*By offering support to women (and sometimes men) through mentorship, parenting classes, relationship support, mental health support, counselling and community referrals, we can help to create stronger families and stronger communities."*

info@pccgp.ca 780-533-2888  
<https://www.pccgp.ca/>

## Family First La Crete Location

Expanding on the foundation laid by those who came before us, our goal is to offer cost-free life-affirming resources to individuals and families throughout the Mackenzie Region, beginning with essential support for those navigating pregnancy.

1. **We earnestly seek** your support through prayer and community engagement.
2. **We invite** men & women who share our passion to consider joining our team, as volunteers play a pivotal role in realizing this vision.
3. **We need your** unique gifts, talents, resources, and connections within the community for they are essential in laying a firm foundation to uphold individuals and families.
4. **Family First Resource Centre relies entirely on donations** from individuals, families, businesses, churches, and private foundations. Therefore, we eagerly seek your partnership in both raising awareness and funds to empower the centre to provide life-affirming resources to our local communities.

**We warmly invite you to become a part of this community ministry.**

# WORKING VISION

**PHASE ONE** – The initial step involves providing compassionate, safe and confidential support, free of charge, to all who are navigating pregnancy. This includes:

- providing women & men accurate information about pregnancy health, fetal development, parenting, pre/post adoption and the facts & risks regarding abortion.
- counselling & advocacy for trauma, emotional, mental and physical health support
- prenatal & parenting resources/support
- doula & midwife support
- lactation, lamaze & childbirth education
- miscarriage/infant loss & grief support for women & men
- material support - free maternity/baby clothes, diapers, formula, blankets, baby shampoo/towels, mats, toys and more...
- healthy relationship classes/support
- single parent support
- and more...

**PHASE TWO** – As this ministry grows, we aim to integrate volunteers, family/marriage counsellors, social workers, educators, mentors for both men and women, and childcare providers, making a network of community resources. This network will empower and enhance comprehensive support for individuals and families alike.



Belonging transcends familial ties and embraces the intrinsic human need for love, kindness, connection and acceptance.

We are all integral members of Gods family first, where our love and sense of belonging empower us to support each other through times of both joy and hardship, fostering compassion and understanding in our shared journey of faith and humanity.

## Contact Us

- ☎ 1-204-493-1975 Helen Wiebe
- 📍 Box 1597, La Crete, AB, T0H 2H0
- ✉ [familyfirstresourcecentre@gmail.com](mailto:familyfirstresourcecentre@gmail.com)
- 🌐 [www.familyfirstresourcecentre.ca](http://www.familyfirstresourcecentre.ca)



Family  
First  
Resource  
Centre



## Family First Resource Centre

Local non-profit resource centre, partnering with existing community services.

The FUTURE WORKING VISION is to provide:

- Family Life Skills /Education
- Marriage/Individual Counselling
- Healthy Relationship Courses
- Male & Female Mentorship
- Single Parent Family Support
- Child Care
- and more...
- Pregnancy Support & Resources for Women & Men
- Prenatal Classes
- Parenting Classes
- Midwife Support
- Doula Support
- Pre & Post Adoption Support
- Community Connections
- and more...



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Farming Road Allowance</b>

## **BACKGROUND / PROPOSAL:**

At the February 6, 2024 Agricultural Service Board (ASB) meeting the following motion was made;

### **6.b) Farming Road Allowances**

**MOTION ASB 24-02-005**

**MOVED** by Reeve Knelsen

That the Agricultural Service Board recommend to Council that fines be applied as follows \$5000 per offense and that the Agricultural Fieldman conduct inspections with reported clearing.

**CARRIED**

If Council agrees with the recommendation, there would be an amendment made to the Fee Schedule bylaw.

Fines would apply to all new unauthorised clearing of road allowances.

## **OPTIONS & BENEFITS:**

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

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Fines would be advertised in local newspaper and social media.

**Author:** C.Sarapuk      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That fines be applied as follows; \$5,000 per offense of unauthorized clearing of road allowance and that the Agricultural Fieldman conduct inspections with reported clearing.

**Author:** C. Sarapuk      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented by</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Budget Amendment - 2023 Mackenzie Agricultural Fair &amp; Tradeshow</b>

**BACKGROUND / PROPOSAL:**

The 2023 Mackenzie Agricultural Fair & Tradeshow is hosted by the Mackenzie Agricultural Research Association, and a local group of committee volunteers which fundraise by sponsorship for the event.

On February 15<sup>th</sup>, administration has received an additional 2023 sponsorship of \$500 which was not previously identified. This sponsorship will need to be reflected in the 2023 budget.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Sponsorship - Donations

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 One Time project budget be amended by \$500 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28th, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – Budget Amendment</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County was named the 2024 Forest Capital of Canada. A committee was formed, where Council members sit as board members on the committee.

To promote the designation, the committee was awarded a grant of \$280,000 from Forest Resource Improvement Association of Alberta to assist with costs for Education and Public Awareness.

As the County has a memorandum of understating with the committee, and is the administrator of the grant, a budget amendment for the grant funds is required.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

\$280,000 - Forest Resource Improvement Association of Alberta (FRIAA)

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2024 One Time Budget be amended by \$280,000 for the Forest Capital of Canada project, with funding coming from the Forest Resource Improvement Association of Alberta grant.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Conditional Grant Agreement – Auction Revenue</b>

**BACKGROUND / PROPOSAL:**

Administration has received additional funds of \$117 from the online auction of items acquired through mitigation,

Administration is requesting that the 2023 Capital Budget for the FV – Flood Mitigation project be amended to include these funds.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 online auction proceeds.

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended by \$117 for the FV – Flood Mitigation project for online auction proceeds.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28th, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>La Crete Agricultural Society – Additional Building Utility Funding Request</b>

**BACKGROUND / PROPOSAL:**

Administration has received a letter from the La Crete Agricultural Society advising Council of the anticipated construction of a shop for museum restoration projects, which will be funded by Community donations, and fundraisers.

The Society is inquiring if Council would approve funding the additional utility costs for future operations.

Currently the County allocates \$45,000 in the Operating budget towards the utility expenses for the La Crete Agricultural Society. Past years expenses have been close to the \$45,000 but have not exceeded the budget.

The Society anticipates some space being made available to rent, with the funds being allocated to museum restoration projects.

If approved, administration may require a budget amendment in the 2024 year once actual expenses have been incurred.

Letter attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Est. \$5,000/ year – Municipal Taxes

**Author:** J. Batt      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Agricultural Society request to fund utility expenses for the new museum shop be approved, and included in future years Non Profit Grant allocations during future years budget development.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Tax Roll 084009 - Request to Waive Penalties</b>

**BACKGROUND / PROPOSAL:**

Administration has received a letter from a ratepayer inquiring if Council would consider penalties being waived on Tax Roll #084009, and community members would help a community member going through a hardship and pay the principle amount.

The current balance on Tax Roll # 084009 is \$8,272.24 which consists of \$5,390.72 in levy outstanding, and \$2,881.52 in penalties.

Request attached.

Administration has calculated each penalty as per the Tax Penalty Bylaw 1136-19:

3. Late Payment Penalties:

- a) Taxes paid after the due date shown on the tax notice shall be subject to penalties imposed in accordance with this Bylaw.
- b) Items added to the tax roll are deemed for all purposes, including the purpose of applying penalties on outstanding taxes, to be taxes imposed from the date they are added to the tax roll.
- c) Taxes or any portion of the current tax year that remain unpaid after the due date shown on the tax notice shall have late penalties imposed on the dates and at the rates specified below:

Current Taxes	July 5	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)

**Author:** J.Batt      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

Current Taxes	November 1	Twelve per cent (12%)
---------------	------------	-----------------------

4. Penalties for tax arrears are levied on the total amount of taxes and penalties outstanding to date.

Tax Arrears	January 1	Twelve per cent (12%)
-------------	-----------	-----------------------

**OPTIONS & BENEFITS:**

**Option 1**

That the request to waive penalties in the amount of \$2,881.52 on Tax Roll #084009 be denied.

**Option 2**

That the request to waive penalties of \$2,881.52 on Tax Roll #084009 be approved, once the outstanding levy amount of \$5,390.72 is paid in full.

**COSTS & SOURCE OF FUNDING:**

2024 Operating Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

Ratepayer will be notified of Council's decision.

**POLICY REFERENCES:**

Bylaw 1136-19 Tax Penalties

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

**Option 1**

That the request to waive penalties in the amount of \$2,881.52 on Tax Roll #084009 be denied.

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

**OR**

Simple Majority       Requires 2/3       Requires Unanimous

**Option 2**

That the request to waive penalties of \$2,881.52 on Tax Roll #084009 be approved, once the outstanding levy amount of \$5,390.72 is paid in full.

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

**BYLAW NO. 1136-19**  
**A BYLAW OF**  
**MACKENZIE COUNTY,**  
**IN THE PROVINCE OF ALBERTA**

**TO IMPOSE PENALTIES FOR NONPAYMENT OF**  
**TAXES AND TAX ARREARS**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Sections 344, 345, and 346 and amendments thereto, Council may pass a bylaw to establish the penalties on taxation.

**NOW THEREFORE**, pursuant to provisions contained in the Municipal Government Act, the Council of Mackenzie County in the province of Alberta, duly assembled, hereby enacts the following:

1. Definitions:
  - a) "Current Year" means taxes imposed in the current year plus any penalties imposed in that current year.
  - b) "Tax Arrears" means all taxes which remain unpaid after December 31 of the current year.
2. Taxes shall be due and payable on the last business day of June. Payments processes and all related matters shall be handled as per Policy FIN009 Payment, Refund and Cancellation of Taxes.
3. Late Payment Penalties:
  - a) Taxes paid after the due date shown on the tax notice shall be subject to penalties imposed in accordance with this Bylaw.
  - b) Items added to the tax roll are deemed for all purposes, including the purpose of applying penalties on outstanding taxes, to be taxes imposed from the date they are added to the tax roll.
  - c) Taxes or any portion of the current tax year that remain unpaid after the due date shown on the tax notice shall have late penalties imposed on the dates and at the rates specified below:

Current Taxes	July 5	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)

Current Taxes	November 1	Twelve per cent (12%)
---------------	------------	-----------------------

4. Penalties for tax arrears are levied on the total amount of taxes and penalties outstanding to date.

Tax Arrears	January 1	Twelve per cent (12%)
-------------	-----------	-----------------------

5. That any penalty imposed under the terms of this Bylaw forms a part of the Tax in respect of which it is imposed.
6. Notification of outstanding taxes shall be in accordance with Policy FIN032 Tax Penalty Notification.
7. This Bylaw shall come into force upon third and final reading.
8. This Bylaw shall be known as the Tax Penalties Bylaw.
9. This Bylaw shall repeal and replace Bylaw 1065-17.

READ a first time this 12<sup>th</sup> day of March, 2019.

READ a second time this 12<sup>th</sup> day of March, 2019.

READ a third time and finally passed this 12<sup>th</sup> day of March, 2019.

(original signed)

\_\_\_\_\_  
Joshua Knelsen  
Reeve

(original signed)

\_\_\_\_\_  
Lenard Racher  
Chief Administrative Officer

From Ron Boehlig  
(Deacon)

To Mackenzie County Council members

Feb 16 2024

Just a short note regarding

It was recently brought to our attention through Reverend [redacted] that [redacted] were a bit behind financially in a few places including their property taxes which were quite far behind. We are trying to help them work through some of their financial problems and discussed at recent meeting, how to help them back on their feet. Discussed and Decided to ask the County if they would consider waiving the interest charges accumulated on their property taxes and we pay the principle to help pay off some bad debt. Is this an option or not? If you need more info to make a decision please call me [redacted] [redacted]. With respect to your decision

Ron  
Boehlig



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Interim Director of Finance</b>
<b>Title:</b>	<b>Bylaw 1328-24 Short Term Borrowing</b>

**BACKGROUND / PROPOSAL:**

The County maintains a line of credit with ATB Financial. The main purpose of this line of credit is to ensure cash is available to meet the County’s financial obligations. The County has not in recent years utilized its line of credit and it is not anticipated that it will be utilized during 2024, however it is good financial planning to have it in place if required.

The Finance Department prepares monthly investment reports to monitor levels of cash, near-cash (T-bills), and short and long-term investments. In turn, this report assists our projection of cash flows in the near and intermediate term. Cash flow projections are prepared in order to determine the estimated levels of funds required on a monthly basis to meet the County’s financial obligations and invest the estimated available funds in order to maximize the County’s investment income.

The bank allocates the Mastercard limits against this line of credit, and draws on this line of credit will only occur if required and are automatically repaid as deposits are made on our account.

**OPTIONS & BENEFITS:**

Review of the internally prepared projected cash flow reports indicates that the County has adequate cash flow. It is recommended that Council approve a short-term borrowing bylaw for \$2,000,000 should additional funds be needed in the future.

The proposed bylaw is attached for review.

**Author:** J. Batt      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**COSTS & SOURCE OF FUNDING:**

2024 Operating

**COMMUNICATION / PUBLIC PARTICIPATION:**

Under the Municipal Government Act, Section 256(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1328-24, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1328-24, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1328-24, being a bylaw authorizing the short-term borrowing of funds with ATB Financial, at this meeting.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1328-24, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

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



**BYLAW NO. 1328-24**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA,  
TO AUTHORIZE THE SHORT-TERM BORROWING OF FUNDS,  
FROM TIME TO TIME, AS MAY BE NECESSARY TO MEET THE  
OPERATING AND CAPITAL OBLIGATIONS OF  
MACKENZIE COUNTY**

**WHEREAS**, under the authority and pursuant to the provisions of Section 251, and 256 of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the Council may pass a bylaw to borrow money on a short-term basis for the financing of an operating expenditure and/or capital property expenditure; and

**WHEREAS**, it is deemed proper and expedient for the Council of Mackenzie County to authorize the Reeve and Chief Administrative Officer or designate to borrow sums considered necessary to meet the current operating expenditures and capital obligations of the Corporation as per the approved annual budgets.

**NOW THEREFORE**, the Council of Mackenzie County, hereinafter called the "Corporation", in the Province of Alberta, duly assembled, enacts as follows:

1. That the Council of the Corporation does authorize borrowing from ATB Financial a sum or sums not exceeding Two Million (\$2,000,000.00) Dollars, which the Council deems necessary to expend to meet the current operating expenditures and capital obligations of the Corporation, until such time taxes levied or to be levied therefore can be collected, or as grants can be received from the Province of Alberta or Government of Canada, and as the Corporation applies for and receives funds by way of issuance of long-term debenture, and to pay or agree to pay interest not exceeding Ten Percent (10%) on the sum or sums so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between Council and ATB Financial.
2. That the sum or sums so borrowed be evidenced and secured by the promissory note or notes of the Reeve and Chief Administrative Officer or designate of the Corporation given on its behalf, and the said Reeve and Chief Administrative Officer or designate are hereby authorized and empowered to execute and give such promissory note or notes as may be required by ATB Financial and to determine and agree upon from time to time the rate of interest applicable to the amount of same borrowed hereunder, remaining from time to time outstanding.
3. That the Council of the Corporation does hereby pledge to ATB Financial security for the money borrowed hereunder, unpaid taxes and penalties on taxes assessed and/or levied by the Corporation in previous years together with penalties thereon and taxes assessed or to be assessed and/or to be levied for the current year and the following year, equal only to the amount of used

promissory note or notes including interest but not to exceed the sum of Two Million (\$2,000,000.00) Dollars.

4. The Corporation shall deposit in an account with the said ATB Financial the amount of said taxes, penalties and other designated revenues as collateral security for the money to be borrowed hereunder and interest thereon, and the sum shall be applied as necessary in payment of monies borrowed hereunder and interest thereon.
5. That the said ATB Financial shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the monies borrowed as aforesaid, or to be bound to wait until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
6. That nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favour of the said ATB Financial.
7. This Bylaw repeals Bylaw 1278-23.
8. This Bylaw shall come in effect upon third reading and expire on December 31, 2024.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

---

Joshua Knelsen  
Reeve

---

Darrell Derksen  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>2023 Budget Allocations &amp; Amendments</b>

## **BACKGROUND / PROPOSAL:**

The annual audit for 2023 is scheduled as an in person audit for the week of March 6<sup>th</sup>, 2024.

Administration has completed numerous reconciliations and analysis of the financial transactions, liabilities and commitments of Council to ensure that Generally Accepted Accounting Principles and Practices have been utilized. Based on the work completed to date, we are recommending that Council approve the recommendations and actions as detailed in this report in preparation for the scheduled Audit.

### **1. Bursary Reserve**

In the 2023 Operating budget, Council approved \$50,000 in funding towards awarding Bursaries to applicants as per Policy, anticipating a larger volume of applicants.

\$37,500 was awarded to 19 bursary recipients in 2023, however 1 returned the bursary in the amount of \$500, and 1 applicant awarded \$3,000 has not completed the required documents. Administration has released funding to 17 applicants for a total of \$34,000.

Administration invoiced 3 recipients that did not fulfill their commitment from previous years awarding for the amount of \$5,500. Once payment is received, administration will bring forward to Council for allocation.

Policy ADM049-Bursaries;

6.4 *Any unused funds in any given year shall be allocated to the Bursary Reserve established by Council.*

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



<b>Project</b>	<b>Budget</b>	<b>Expense</b>	<b>Shortfall</b>	<b>Funding Source</b>	<b>Note</b>
Vacant Lot Purchase 10105-100 Ave (2023)	\$ 310,000	\$ 311,704	\$ 1,704	General Capital Reserve	Legal fees to purchase land. Project complete.
TWP RD 1050 (27 baseline) 2 miles	\$700,000	\$700,891	\$891	Road Reserve	Requires budget amendment of \$891. Project complete.
Machesis Lake - Road Rebuild and section Repairs (2022)	\$100,000	\$103,998	\$ 3,998	Road Reserve	Requires budget amendment of \$3,998. Project complete.
Angle Road HL South - Rebuild (2023)	\$250,000	\$253,477	\$ 3,477	Road Reserve	Requires budget amendment of \$3,477. Project complete.

**5. Grants to Other Organization**

In the 2023 Operating budget, Council approved \$40,000 in funding to the Fort Vermilion Grazing Reserve to assist with the development of 1.5 miles of road to access the community pasture on Range Road 133 North of Township Road 1102.

Administration has not received any invoices for this expense in 2023, and is recommending placing the funds in the Grants to Other Organization Reserve anticipating costs incurred in 2024.

*(MOTION #8)*

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating and Capital Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

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











**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Tax Recovery Public Auction</b>

**BACKGROUND / PROPOSAL:**

Council directed Administration to offer twenty four forfeiture properties for sale by Public Auction on February 28, 2024 at 1:00 pm in the Council Chambers located at 4511 – 46 Avenue, Fort Vermilion in accordance with the Municipal Government Act section 418(1).

Since the original list of 15 was approved for public auction, no properties have paid the outstanding balance in full.

There are currently 15 properties being offered for sale, as authorized under section 418 of the Municipal Government Act:

**Offer of parcel for sale**

**418(1)** *Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.*

The following properties are being considered for public auction due to tax arrears:

Roll #	Ward	Zoning	Legal Location	Civic Address's	Reserve Bid
076940	7	H-R1	4357MC;5;3	5007 45 St	\$30,750.00
081767	10	Z-R	1121380;20;6	2025 Dusty Ln	\$2,760.00
105996	7	H-R1	2938RS;4;11	4810 - 46 Ave	\$29,450.00
106080	7	H-R1	2938RS;9;4	4410 - 50 St	\$38,310.00
148047	7	H-R1	188TR;4;14	4316 - 52 Ave	\$131,420.00
148066	7	H-R1	188TR;5;20	4302 - 50 Ave	\$7,170.00
148091	7	H-R1	188TR;6;6	5005 - 43 St	\$6,990.00
313886	10	Z-R	1121380;16;1	2016 Dusty Ln	\$2,680.00
313887	10	Z-R	1121380;16;2	2018 Dusty Ln	\$2,680.00

**Author:** J. Batt      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

313888	10	Z-R	1121380;16;3	2020 Dusty Ln	\$2,680.00
300574	10	F	9022917;2A;24	N/A	\$3,050.00
077032	10	Z-MU	8821687;8;10	1001 Tower Rd	\$52,330.00
077071	10	Z-MU	8821687;5;2	994 Tower Rd	\$7,540.00
106026	7	FV-CC	2938RS;6;21	4802 - 50 St	\$220,730.00
230047	10	Z-I	8821687;1;3	1054 Industrial Dr	\$26,340.00

Terms of sale as per Policy FIN017 (attached): \$1,000 down payment must be made by cash, certified cheque or draft within 24 hours of the auction with payment in full due within 30 days of the auction.

Administration will provide any updates to properties that may be received prior to the auction.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

If a property is sold, the County would recover taxes and other costs incurred regarding the property. The remaining proceeds will be dealt with as mandated by section 427(2) of the Municipal Government Act.

**COMMUNICATION:**

That all current owners of the sold properties will be notified as to the results of the auction by letter.

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

That the Tax Recovery Public Auction held February 28, 2024 report be tabled until following the auction at 1:00 pm.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>2024 National Forest Week Sponsorship Request</b>

## **BACKGROUND / PROPOSAL:**

The Canadian Institute of Forestry / Institut Forestier du Canada (CIF-IFC) has approached Mackenzie Region of Northwest Alberta in regards to sponsorship of this annual campaign, to help increase awareness among Canadians about Canada's forest heritage and to foster appreciation of forest as a valuable and renewable resource.

As the Mackenzie Region of Northwest Alberta is the Forest Capital of Canada for 2024, County sponsorship would be a reasonable expectation.

Sponsorship confirmation is required by March 7, 2024. Please see attached Sponsorship Package.

## **OPTIONS & BENEFITS:**

Sponsorship has 3 tiers with corresponding sponsorship advantages as shown in the package.

- White Pine \$5,000+
- Sugar Maple \$2,000 - \$4,000
- Friend \$250 - \$1,000

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

Funding will be come out of the 2024 Operating Budget.

**Author:** S Gibson      **Reviewed by:** B Peters      **CAO:** D. Derksen

**COMMUNICATION / PUBLIC PARTICIPATION:**

The Friend Sponsorship would include acknowledgement as a sponsor with small logo on CIF-IFC National Forest Week webpage and media posts. Sugar Maple includes the above with a medium logo and promotional materials.

Mackenzie County could share posts from CIF-IFC online platforms.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County sponsors the Canadian Institute of Forestry/Institut Forestier du Canada in the amount of \$2,000 (Sugar Maple Sponsorship Package).

Author: S Gibson      Reviewed by: B Peters      CAO: D. Derksen



Canadian Institute of Forestry  
Institut forestier du Canada

# NATIONAL FOREST WEEK

2024 Sponsorship Package



# Sponsorship Package

NATIONAL FOREST WEEK 2024



## ABOUT

### Celebrate National Forest Week from September 22-28, 2024

Originally established in 1920 as Forest Fire Prevention Week and later renamed in 1967 to what is known today, **National Forest Week (NFW) encourages a greater public awareness of Canada's forests as a valuable, renewable and green resource.** It challenges Canadians to learn more about the forest

sector, and its significance to our culture, traditions, economy, history, environment, and future. Over National Forest Week, several events take place across the country, connecting thousands of Canadians to this vast natural resource, and instilling pride in Canada's forest sector!

## 2024 THEME

### Two-Eyed Seeing: Welcoming all knowledge to sustain our forests

Two-Eyed Seeing is a powerful perspective to view the world drawing from both Western and Indigenous knowledge. Through mutual respect and collaboration, we can learn how to implement traditions with modern technologies to sustain healthy forests for future generations. Together we are stronger, helping to enable

economic innovation and mitigate and adapt to the ever-changing climate challenges (such as wildfires, forest pests/pathogens, species at risk) facing our forests.

Learn how Two-Eyed Seeing can help sustain our forests by following [#NationalForestWeek!](#)



# Sponsorship Package

NATIONAL FOREST WEEK 2024

## WHY SPONSOR?

Your participation and generosity as a sponsor are critical to increasing awareness among Canadians from coast to coast to coast about Canada's forest heritage and foster appreciation of forests as a valuable and renewable resource.

## SPONSOR ADVANTAGE



Promote your company/organization as a supporter of NFW with logo recognition through online and/or in print materials.



Support the distribution efforts of NFW promotional materials to individuals from coast to coast to coast to coast, and abroad.



Boost your online presence as a #NationalForestWeek supporter on social media.



Support forest education by promoting sustainable forest management and helping raise awareness of Canada's significant forest legacy.



*Help us grow and reach new milestones in 2024!*

## OUR IMPACT 2022-2023



**56,565+**

promotional materials ordered and distributed across Canada and beyond



**2,758**

mentions of #NationalForestWeek during NFW



**57+**

communities/regions from across Canada declared NFW



**33,917**

interactions on #NationalForestWeek posts during NFW



**23.2M**

users reached from #NationalForestWeek posts during NFW



**4**

all-time records reached for number of promotional material orders, declarations, and hashtag/media mentions



# Sponsorship Package

## NATIONAL FOREST WEEK 2024

### BECOME A NATIONAL FOREST WEEK 2024 SPONSOR!

Sponsorship Contribution Categories	White Pine \$5,000 +	Sugar Maple \$2,000 - \$4,000	Friend \$250 - \$1,000
Acknowledgement* as a sponsor in CIF-IFC National Forest Week media release	✓	✓	✓
Acknowledgement* as a sponsor on CIF-IFC social media posts related to National Forest Week	✓	✓	✓
Logo* on CIF-IFC National Forest Week webpage	✓ Large logo	✓ Medium logo	✓ Small logo
Logo* on National Forest Week promotional materials (bilingual poster and postcard)	✓ Large logo	✓ Medium logo	
Option to sponsor a National Forest Week daily sub-theme**	✓	✓	
Option to sponsor a CIF-IFC National E-Lecture hosted during National Forest Week**	✓		
Opportunity to offer company/organization branded swag as a National Forest Week contest/activity prize**	✓		

\*Listed in order of financial contribution.  
 \*\*Booked on a first come, first served basis.

### SPONSOR INFORMATION

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

#### Sponsorship Level

- White Pine
- Sugar Maple
- Friend

Amount: \$ \_\_\_\_\_

#### Payment

- Please issue us an invoice for the amount listed above to be paid by cheque.
- Please issue us an invoice for the amount listed above to be paid by Visa/Mastercard.

#### Please complete and return form to:

Canadian Institute of Forestry  
 P.O. Box 99, Mattawa, ON P0H 1V0  
[admin@cif-ifc.org](mailto:admin@cif-ifc.org)



#NationalForestWeek  
[cif-ifc.org/national-forest-week](http://cif-ifc.org/national-forest-week)  
[nfw-snaf@cif-ifc.org](mailto:nfw-snaf@cif-ifc.org)





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Andy Banman, Director of Operations</b>
<b>Title:</b>	<b>West La Crete Gravel Pit Reclamation - Request for Additional Funds</b>

**BACKGROUND / PROPOSAL:**

Administration is currently working on reclaiming West La Crete Gravel Pit (Atlas Pit). The 2024 Operating Budget includes \$50,000 for gravel reclamation cost. The total disturbed area at West La Crete Gravel Pit is 170,000m<sup>2</sup> (42 acres or 17 hectares). The allocated funds in the operating budget is not adequate to achieve reclamation.

Below is a breakdown of the scope of work with projected costs:

Mob/De-mob – excavator & 2 dozers	\$10,000
Reforestation 12.21 ha at \$3,500/ha	\$42,735
Topsoil & overburden placement 102,000m <sup>3</sup> at \$1.25/m <sup>3</sup>	\$127,500
Brushing	\$70,000
End pit lake sloping	\$60,000
De-compaction	\$20,000
<b>SUBTOTAL</b>	<b>\$330,235</b>
10% contingency	\$33,023
<b>TOTAL</b>	<b>\$363,258</b>

**OPTIONS & BENEFITS:**

**Option 1:**

Allocating additional funds to the 2024 Operating Budget to allow for full reclamation of the West La Crete gravel pit.

**Author:** S Wheeler      **Reviewed by:** A Banman/J Batt      **CAO:** D. Derksen

**Benefit:**

Currently the County is in non-compliance concerning this gravel pit. Environment and Parks commented that they will not penalize the County if we are actively working towards reclamation.

**COSTS & SOURCE OF FUNDING:**

Gravel Reclamation Reserve

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2024 Operating Budget be amended by \$320,000 to fund the West La Crete gravel pit reclamation with funding coming from the Gravel Reclamation Reserve.

**Author:** S Wheeler      **Reviewed by:** A Banman/J Batt      **CAO:** D. Derksen



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Bylaw 1245-21 Municipal Development Plan</b>

**BACKGROUND / PROPOSAL:**

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

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

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

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

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

**OPTIONS & BENEFITS:**

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

**Author:** C Smith      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**COSTS & SOURCE OF FUNDING:**

Capital project funded through Municipal Reserve.

**COMMUNICATION / PUBLIC PARTICIPATION:**

A public hearing is required as per MGA requirements which had taken place on January 31, 2024.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: D. Derksen

**BYLAW NO. 1245-21**

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

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

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

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

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

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

READ a first time this 30<sup>th</sup> day of November, 2021.

PUBLIC HEARING held this 31<sup>st</sup> day of January, 2024.

READ a second time this 31<sup>st</sup> day of January, 2024.

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

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Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

# MUNICIPAL DEVELOPMENT PLAN

2024 | MACKENZIE COUNTY







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# **PART I**

# **VISION AND CONTEXT**

# 1 INTRODUCTION

## 1.1 PURPOSE

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

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

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

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

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

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

## 1.2 AUTHORITY

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

### 1.2.1 PLANNING FRAMEWORK

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

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

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

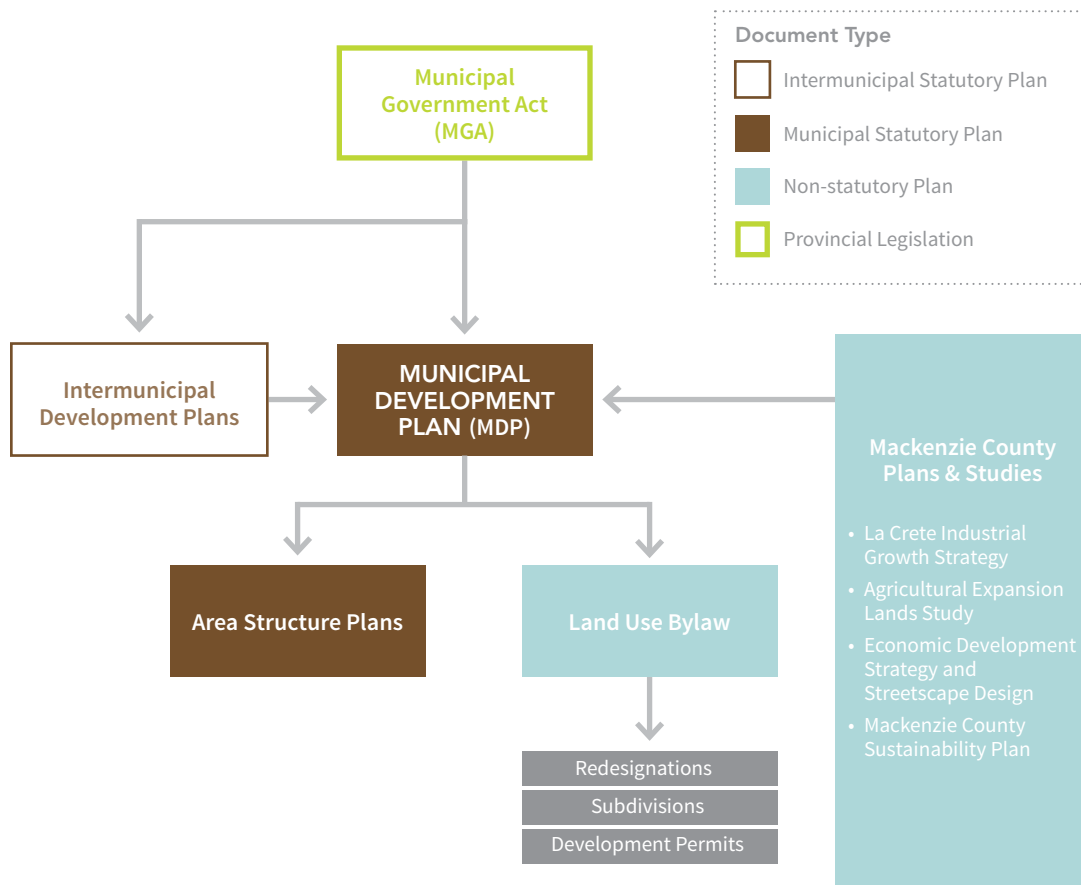


Figure 1: The Planning Framework in Mackenzie County

## MUNICIPAL GOVERNMENT ACT

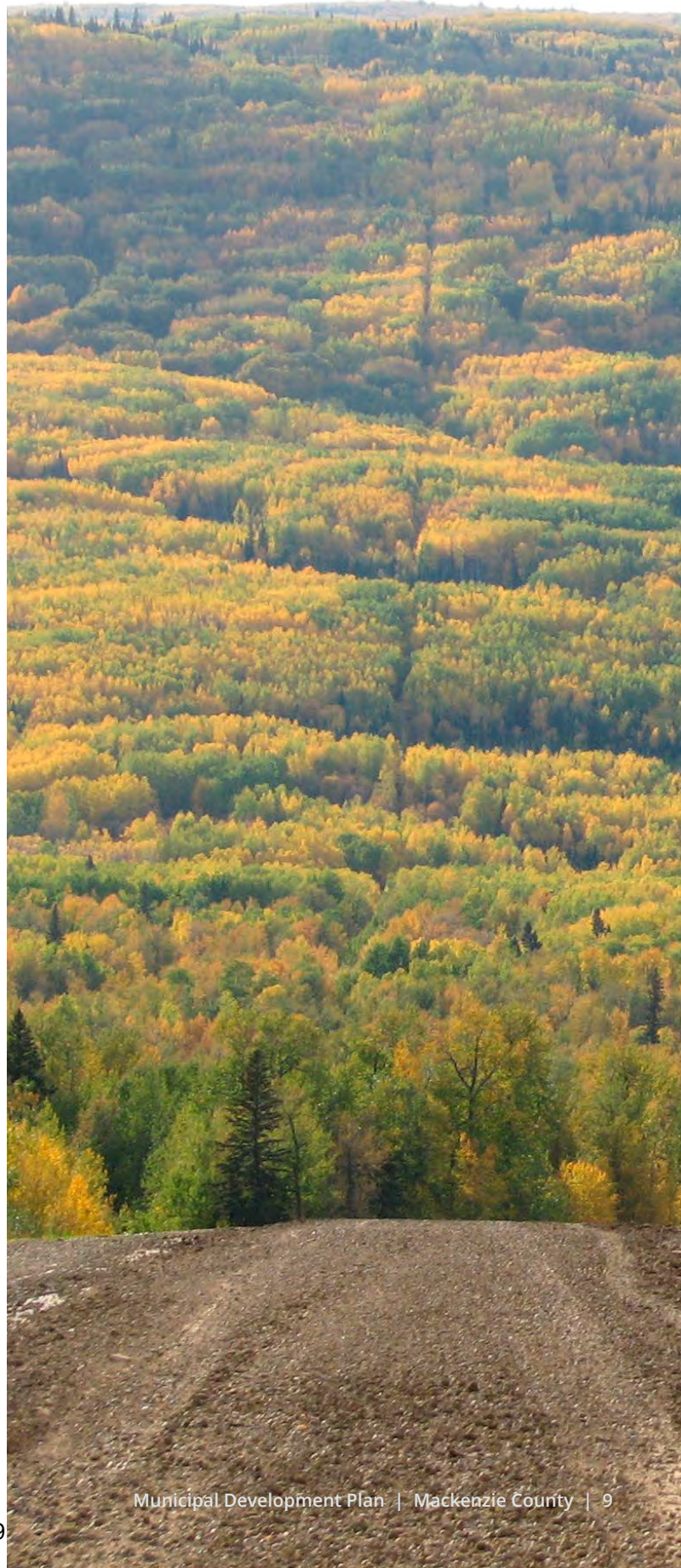
The Municipal Government Act (MGA) provides the legislative framework under which all municipalities must operate. The MGA states that the purpose of a municipality is to:

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

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

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

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



## MUNICIPAL DEVELOPMENT PLAN

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

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

## INTERMUNICIPAL DEVELOPMENT PLAN

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

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





## AREA STRUCTURE PLANS

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

## LAND USE BYLAW

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

## 1.2.2 PLAN INTERPRETATION

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

### Plan Outcomes and Policies

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

### Policy Terms

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

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

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

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



## 1.3 PLANNING PROCESS

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

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

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

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

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

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

The update of the MDP involved engagement with the public as well as stakeholders. The project team conducted on-line and in-person engagement to determine the vision, pillars, and guiding principles along with receiving feedback on the draft document. Feedback was incorporated into the document prior to first and second readings.

## 1.4 HOW TO USE THE MDP

The Mackenzie County Municipal Development Plan consist of three parts:

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

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

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

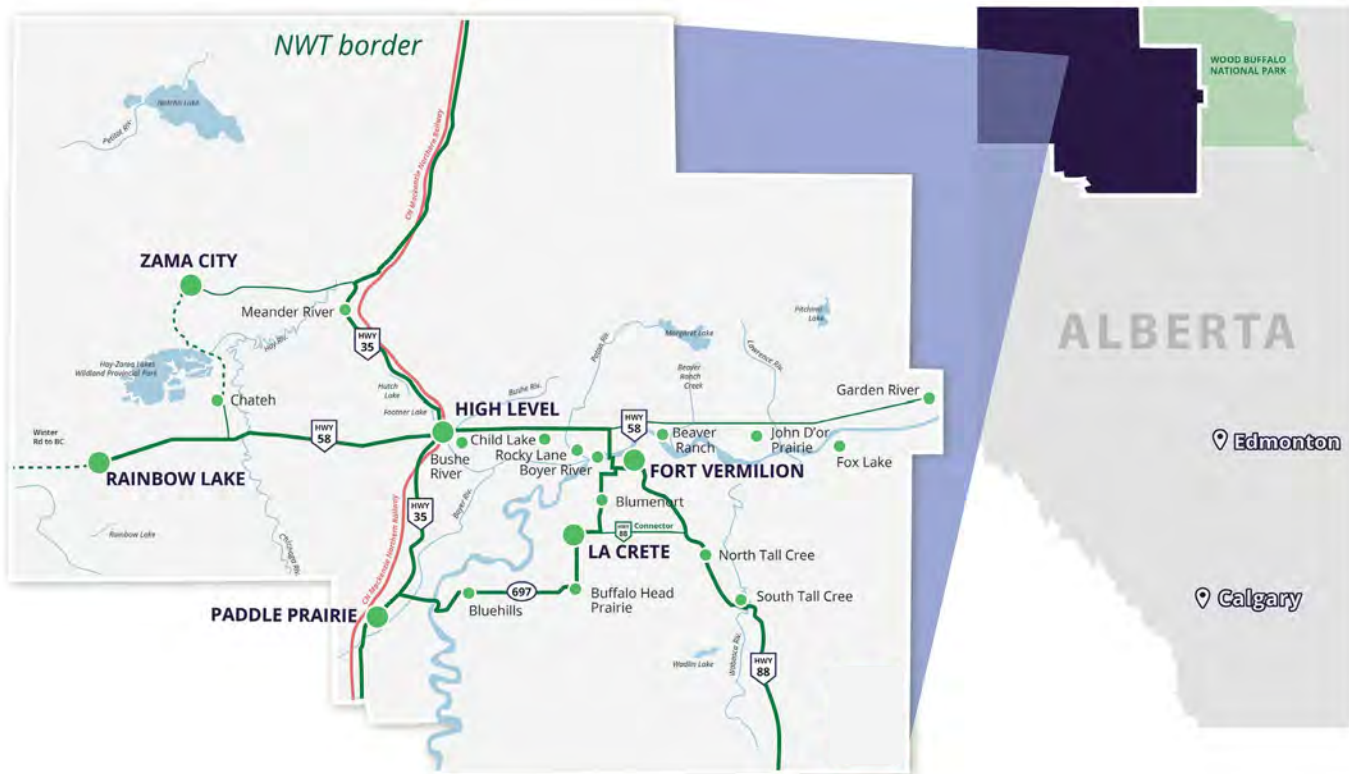
## 1.5 HISTORY AND CONTEXT

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

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

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

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



# 1.6 COMMUNITIES BUILT ON HISTORY AND HERITAGE

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

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

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

Figure 2: Historical Population Source: Statistics Canada Census Data





### **Fort Vermilion**

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

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

### **La Crete**

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



## Zama City

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

## Indigenous Communities

There are four First Nations communities across multiple Reserves that are located in the Mackenzie County area. These Nations are the Beaver First Nation, Tallcree First Nation, Little Red River Cree Nation, and the Dene Tha First Nation. The Paddle Prairie Métis Settlement is also located within the Mackenzie County area.

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



## 1.7 RECENT EVENTS SHAPING THE COUNTY

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

### **Oil, Gas, & Energy Economic Impact**

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

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

### **Species at Risk Planning**

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



sub-regional area. The task force consists of local stakeholders including government officials, industry representatives and interest groups.

### **2018 and 2020 Ice Jam Floods**

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

this path to recovery, this plan ensures that a more resilient community will continue to develop into the future.

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

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





## 1.8 OPPORTUNITY

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

### **Agricultural Expansion**

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

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

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

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

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

### **Industrial and Corridor Development**

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



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

It is important to provide a framework for industrial development that leverages recent investments in critical servicing infrastructure throughout the County.

### **Population Growth**

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

Above and beyond being ready for growth and prepared to accommodate it, there must also be consideration given to ensuring those who are moving to the County or who are growing up here

are provided plentiful opportunities to live, learn, and stay long-term. Expanding post-secondary educational options, further diversifying the job market, and more broadly creating the conditions that will make those in Mackenzie County choose to stay long-term are all important for capturing the maximum potential of the County's high growth rate.

### **Flood Recovery**

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



# 2 VISION

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

## 2.1 VISION

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

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

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

## 2.2 GOALS AND OBJECTIVES

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

### Agriculture

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

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

## Growing Communities

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

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

## Building Regional Partnerships

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

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

## Responding to a Changing Environment

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

- Fire Safety
- Flood Safety
- Seizing Environmental Economic Opportunities

## Economic Expansion

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

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



# PART II POLICIES

# 3 EXPANDING THE ECONOMY AND INDUSTRY



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

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

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

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

## 3.1 ECONOMIC DIVERSIFICATION

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

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

### Objectives

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

### Policies

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

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

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

## 3.2 EMPLOYMENT GROWTH

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

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

### Objectives

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

### Policies

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



## 3.3 TOURISM

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

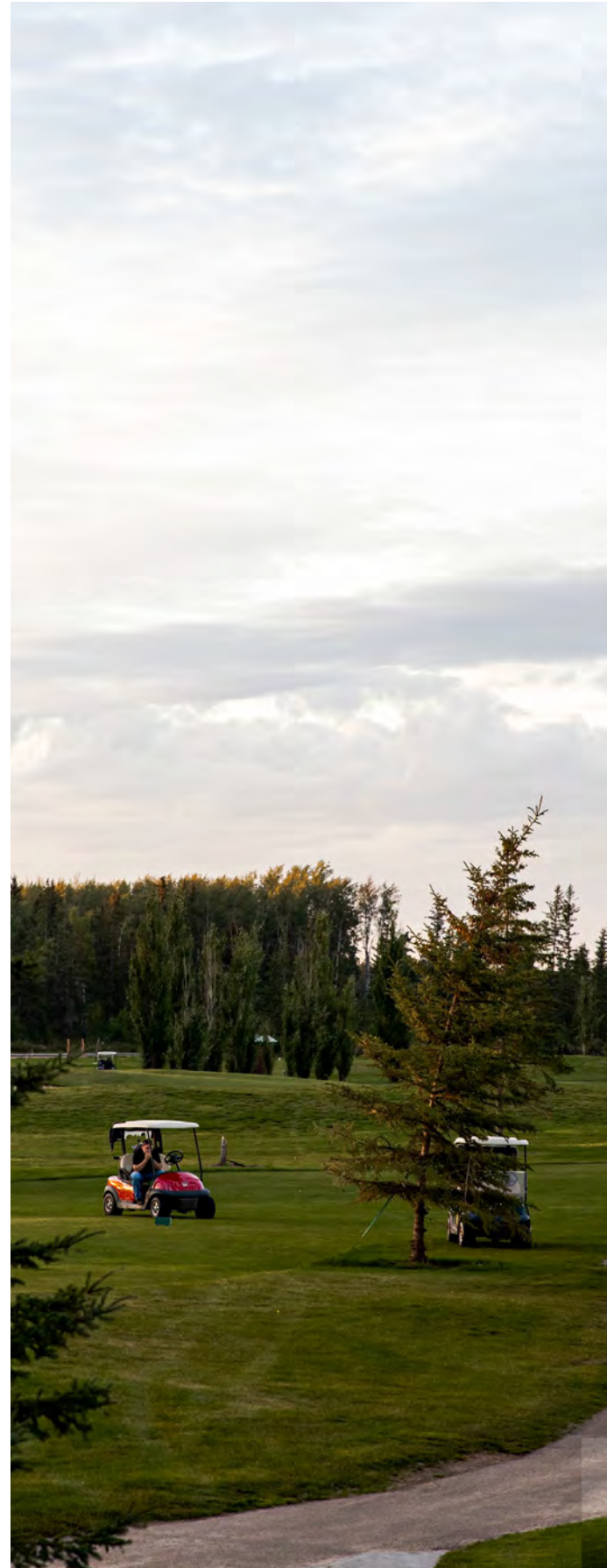
As Mackenzie County continues to grow there is the potential to lay the groundwork for a successful tourism industry that builds on the assets it is already blessed with. Identifying and recognizing the potential of these assets is imperative, as is ensuring the County is working collaboratively with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

### Objectives

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

### Policies

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



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



# 4 SUPPORTING AGRICULTURE



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

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

## 4.1 AGRICULTURAL EXPANSION

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

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

### Objectives

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

### Policies

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

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

## 4.2 PROTECTING AGRICULTURAL LAND

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

### Objectives

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

### Policies

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



## 4.3 AGRICULTURAL DIVERSIFICATION

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

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

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

### **Objectives**

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

### **Policies**

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

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

# 5 GROWING OUR COMMUNITIES



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

## **Policies**

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

## 5.1 STRATEGIC GROWTH

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

### Objectives

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



### Policies

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



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



## 5.2 LAND USE POLICIES

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

### 5.2.1 CROWN LAND

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

#### Objectives

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

#### Policies

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

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

### 5.2.2 AGRICULTURE

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

#### Objectives

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

#### Policies

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

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

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

### 5.2.3 COUNTRY RESIDENTIAL

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

#### Objectives

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

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

#### Policies

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

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

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

#### 5.2.4 HAMLET RESIDENTIAL

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

##### Objectives

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

##### Policies

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

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

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

### 5.2.5 COMMERCIAL

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

#### Objectives

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

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

#### Policies

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

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

### 5.2.6 INDUSTRIAL

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

#### Objectives

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



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

### **Policies**

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

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

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

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

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

**c)** Industrial parks or industrial uses shall:

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

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

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

## 5.2.7 MIXED USE EMPLOYMENT

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

### Objectives

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

### Policies

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

## 5.2.8 SPECIAL PLANNING AREA

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

### Objectives

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

### Policies

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



## 5.3 UNDEVELOPED AREAS AND NATURAL FEATURES

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

### Objectives

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

### Policies

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

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



## 5.4 OPEN SPACE, RECREATION AND TRAILS

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

### Objectives

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

### Policies

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



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

## 5.5 CULTURAL AND COMMUNITY SERVICES

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

### Objectives

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

### Policies

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

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







## 5.6 MOBILITY AND SERVICING

### 5.6.1 TRANSPORTATION

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

#### Objectives

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

#### Policies

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

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

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

## 5.6.2 UTILITIES

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

### Objectives

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

### Policies

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

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





# 6 RESPONDING TO A CHANGING ENVIRONMENT

## 6.1 SAFE & RESILIENT COMMUNITIES

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

### Objectives

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

- Identify and support environmental resilience within at risk local communities.

### Policies

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

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

## 6.2 FLOOD HAZARD RESILIENCY

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

### Objectives

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

### Policies

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

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

## 6.3 FIRE HAZARD RESILIENCY

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

### Objectives

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

### Policies

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



# 7 BUILDING PARTNERSHIPS

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

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

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

## Objectives

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



## **Policies**

- a) Communication and co-ordination should occur on a regular basis with adjacent administrations to recognize and address matters of mutual interest.
- b) Development applications shall have regard for regional planning policies of the Province of Alberta, the Provincial Land-use Framework, approved intermunicipal development plans or joint intermunicipal agreements when considering Municipal Development Plan amendments, Land Use Bylaw amendments or other development proposals.
- c) Mackenzie County, when deemed necessary, should work with adjacent municipalities to prepare new intermunicipal development plans or joint intermunicipal agreements and subsequently review or update the Plan or agreements accordingly.
- d) Planning and development applications that are subject to the Mackenzie County – Town of High Level Intermunicipal Development Plan and are located within the area shown in Figure 3, shall be directed by the policies of the Intermunicipal Development Plan.
- e) The following development proposals shall be referred to adjacent municipalities:
  - i) matters of future annexation;
  - ii) the adoption or amendment to an intermunicipal development plan, or this Municipal Development Plan;
  - iii) a proposed Land Use Bylaw, proposed amendments to the Land Use Bylaw; and
  - iv) any referral as set out in an intermunicipal development plan.
- f) Development that would impede the operation of existing and proposed sewer lagoons and waste handling facilities should be refused in order to protect the public investment in these facilities.
- g) The cost sharing of infrastructure for development should be explored with adjacent municipalities where it can provide an economic, social or environmental benefit.
- h) Mutual notification frameworks should be developed with adjacent communities and neighbours to identify if, when and how notification should be provided when development is proposed in proximity of jurisdictional boundaries.
- i) Partnerships should be maintained and celebrated with non-profit community groups and new partnerships should be explored to further services provided in the community.

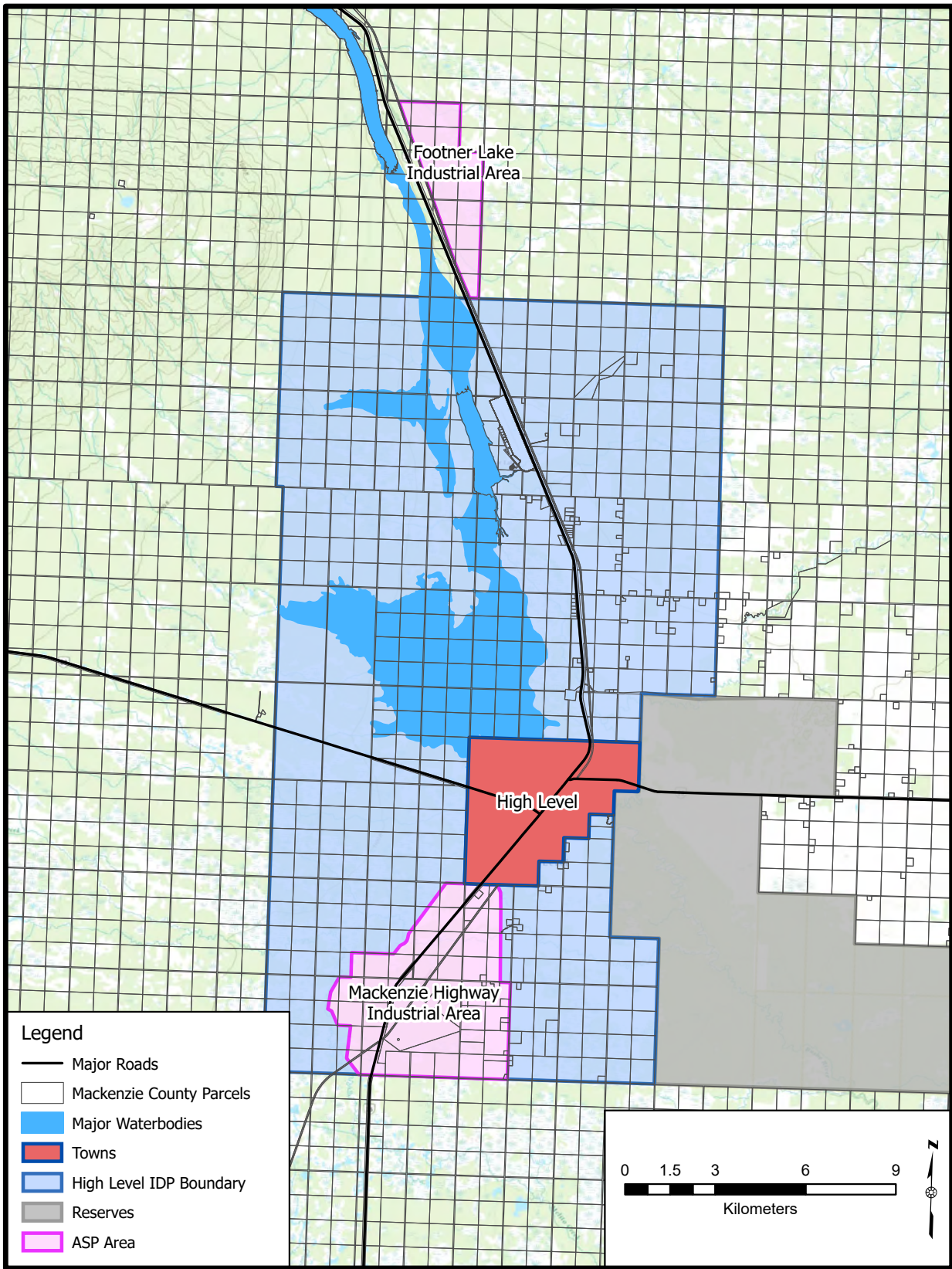


Figure 3: High Level Intermunicipal Development Plan Boundary

# **PART III**

# **IMPLEMENTATION**

# 8 IMPLEMENTATION

## 8.1 PLAN IMPLEMENTATION

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

### Policies

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

## 8.2 MONITORING AND REVIEW

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

### Policies

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

# 9 GLOSSARY

## 9.1 GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Un-Subdivided Quarter Section** is a titled area of:

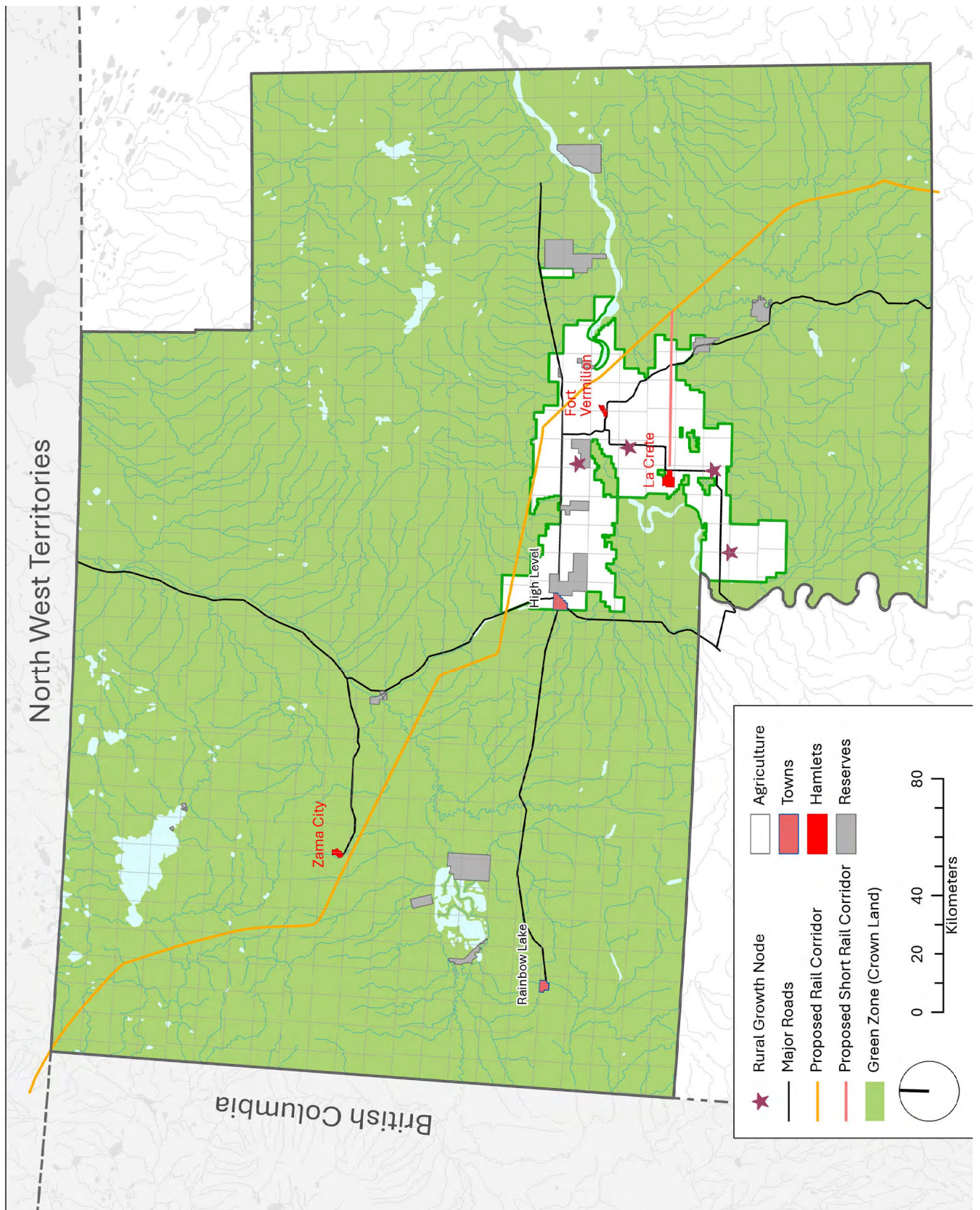
1. 64.7 hectares (160 acres) more or less;
2. Lake lot, river lot or settlement lot that has not been subdivided except for public use; or
3. A gore strip greater than 32.38 hectares (80 acres) in size, that has not been subdivided, excluding subdivisions for boundary adjustments, road widening, and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

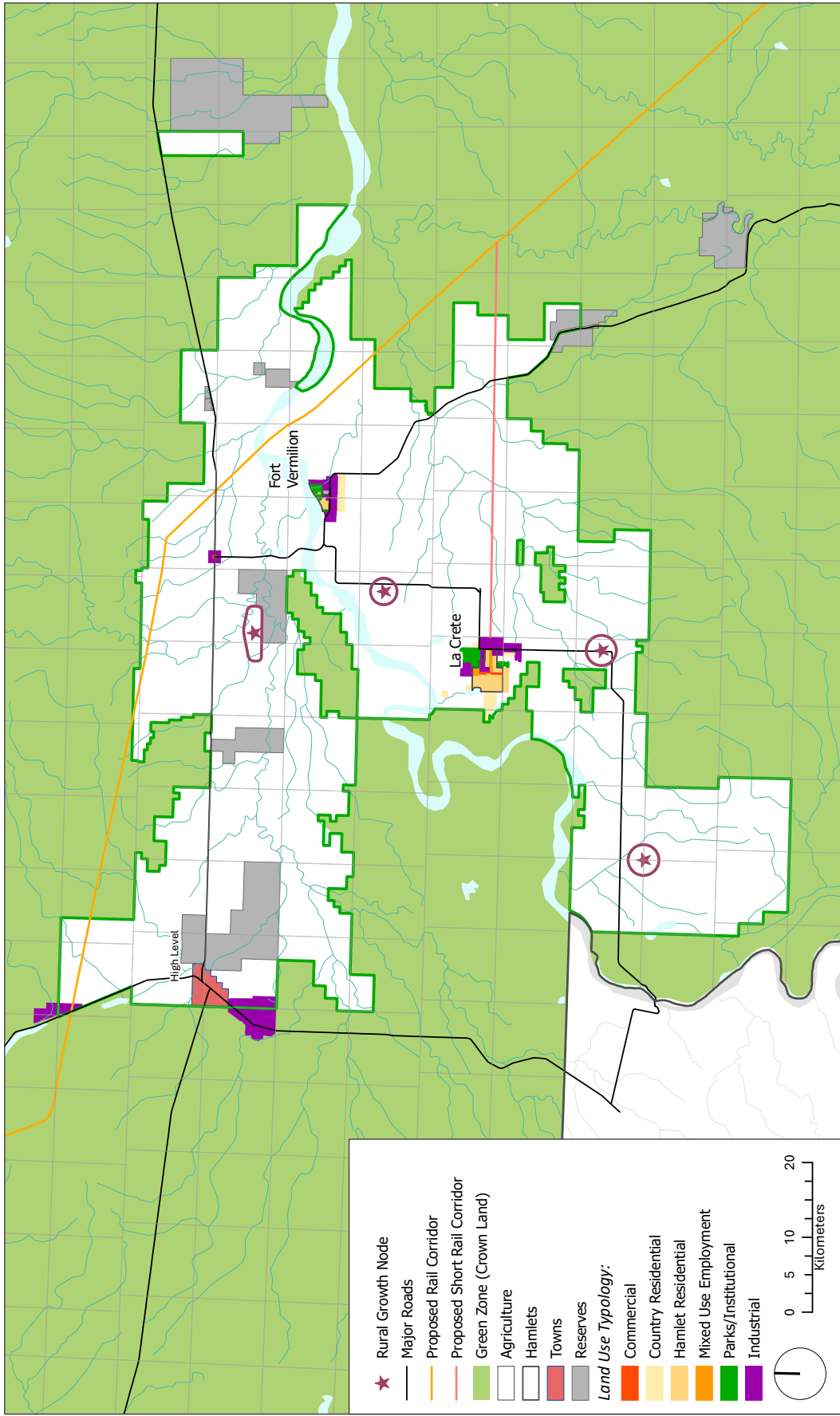
**Value-Added Agriculture** is the processing of agricultural products and services into secondary products to increase overall product value.

# 10 MAPS

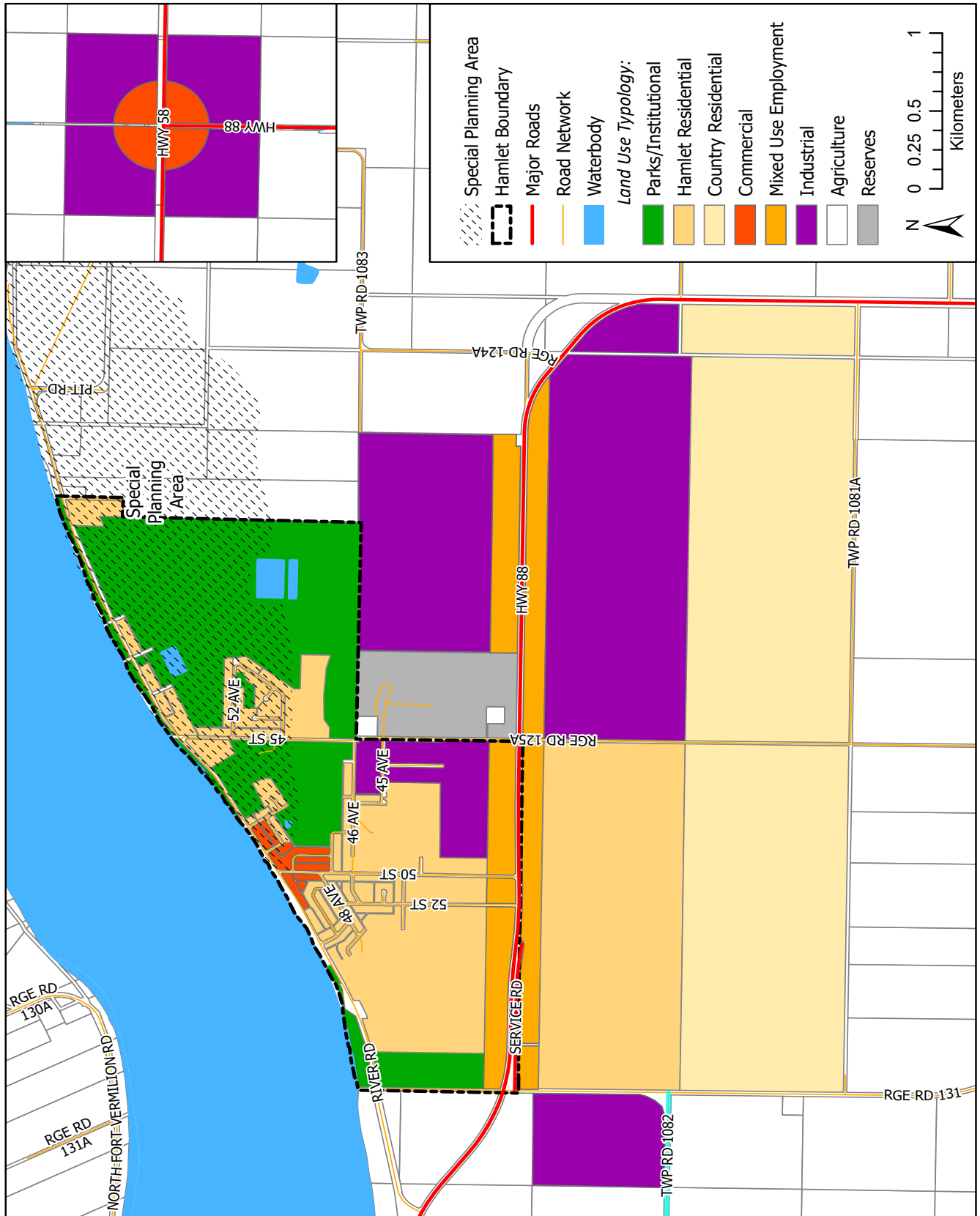


Map 1 - County Land Use

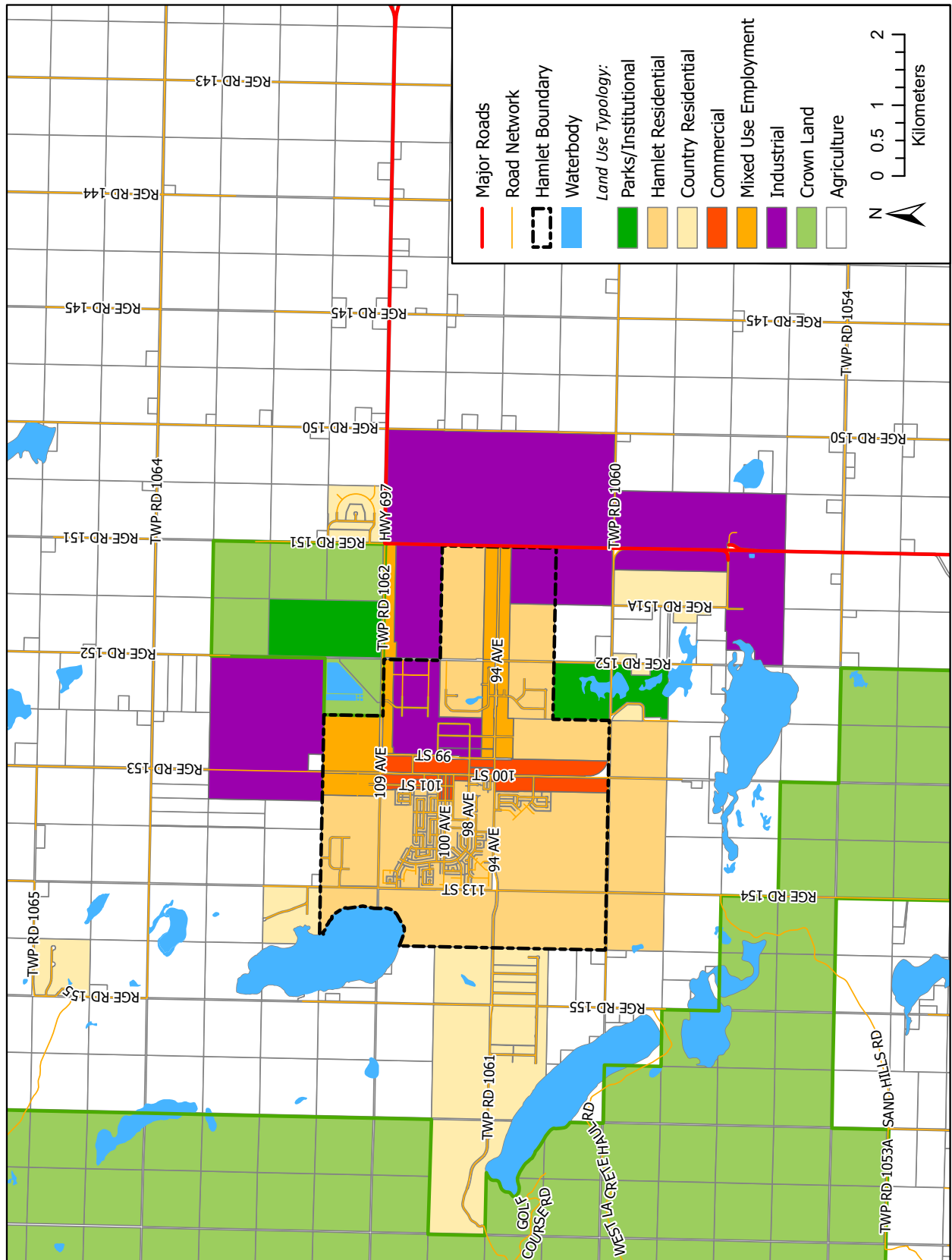




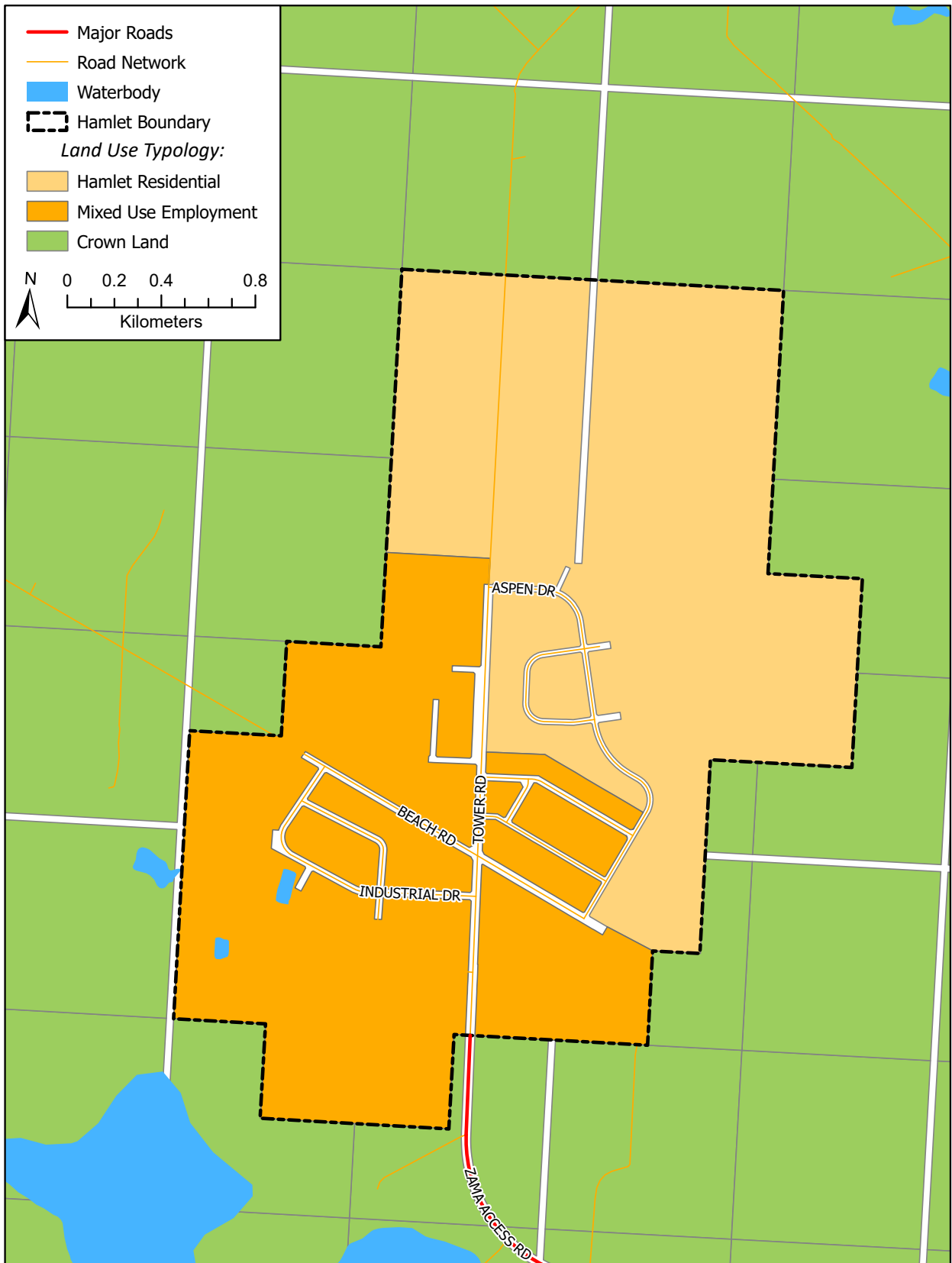
Map 2 - Fort Vermilion Proposed Future Land Use



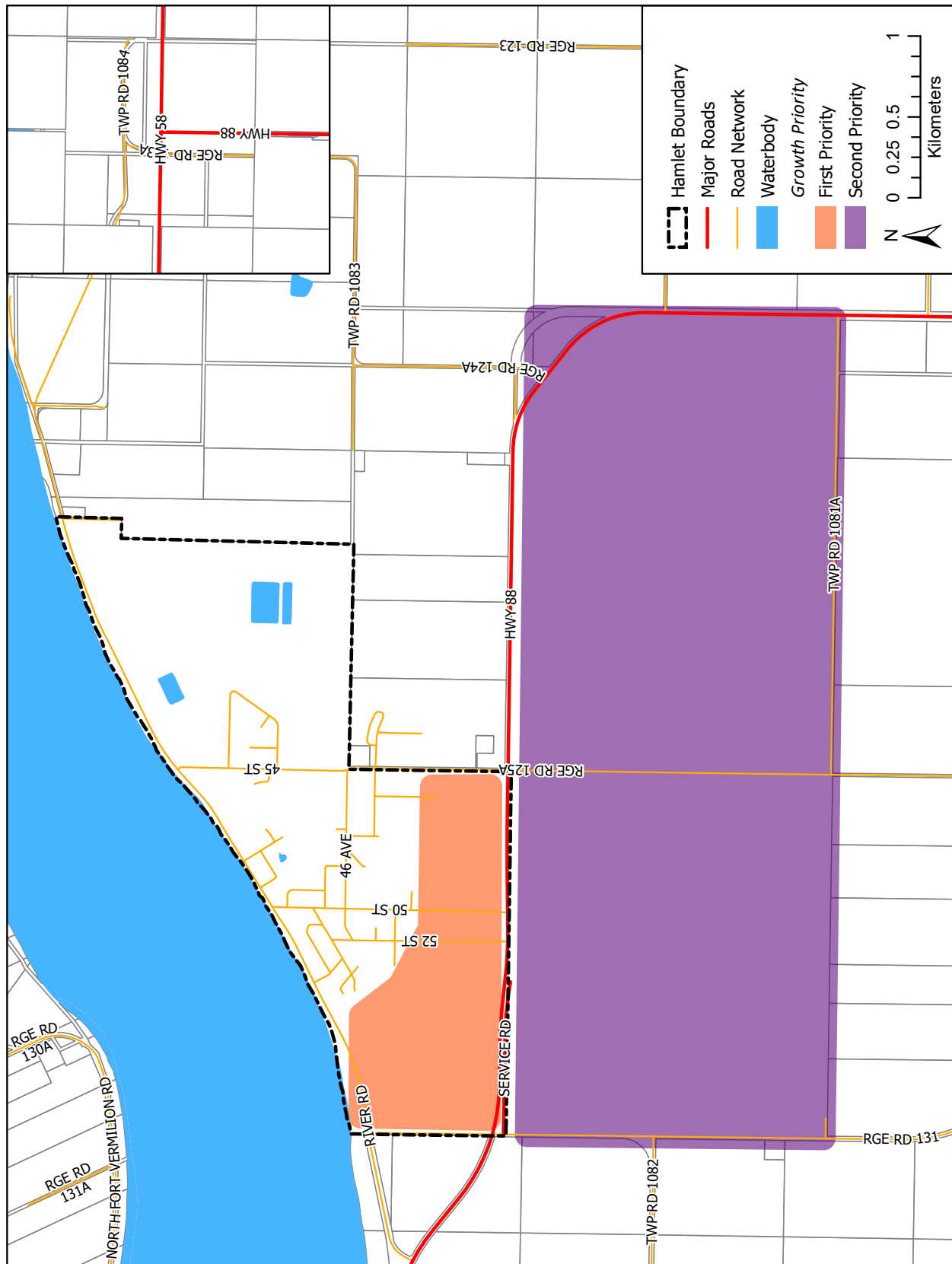
Map 3 - La Crete Proposed Future Land Use



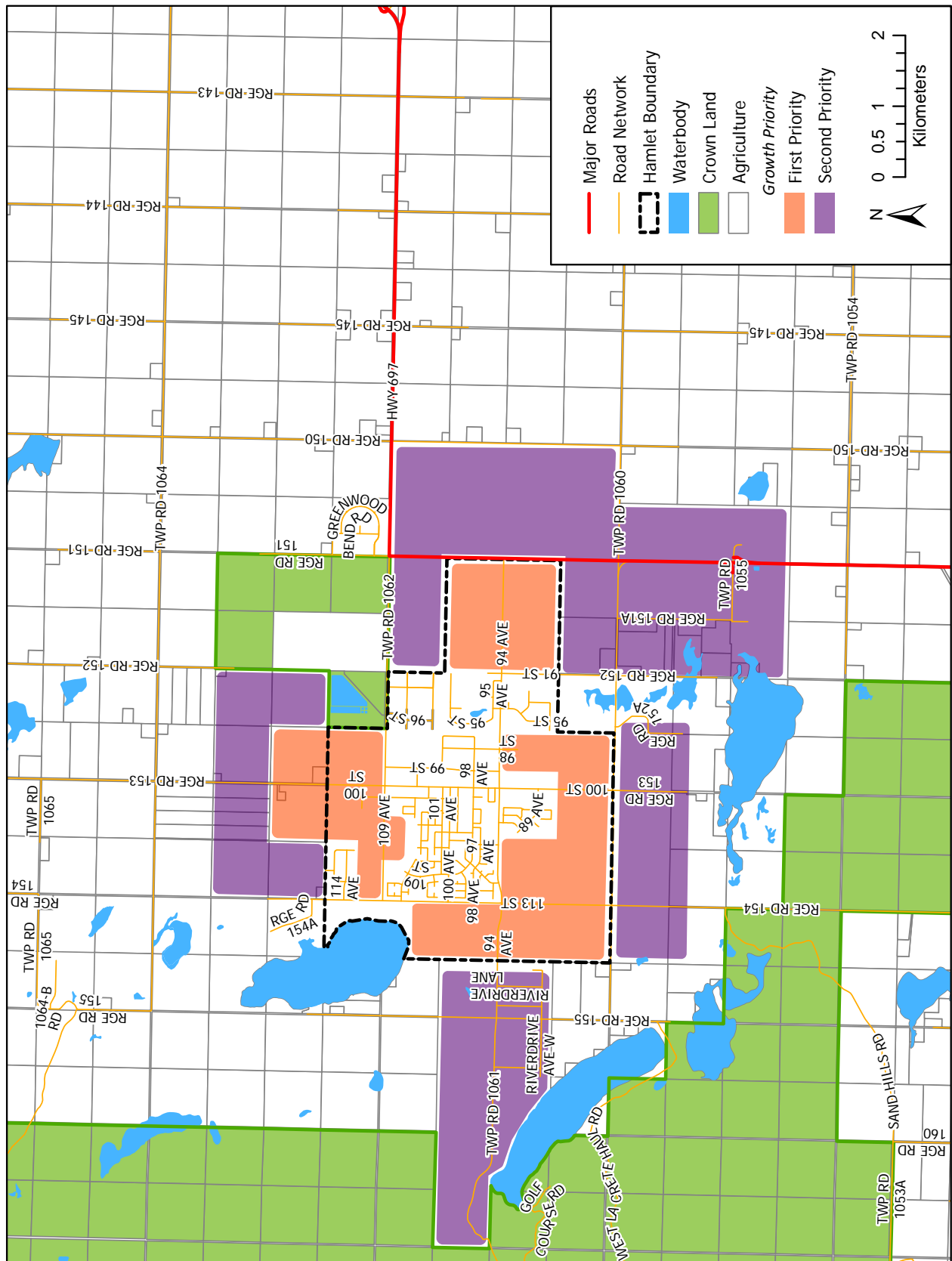
# Map 4 - Zama City Proposed Future Land Use



Map 5 - Fort Vermilion Priority Growth Areas



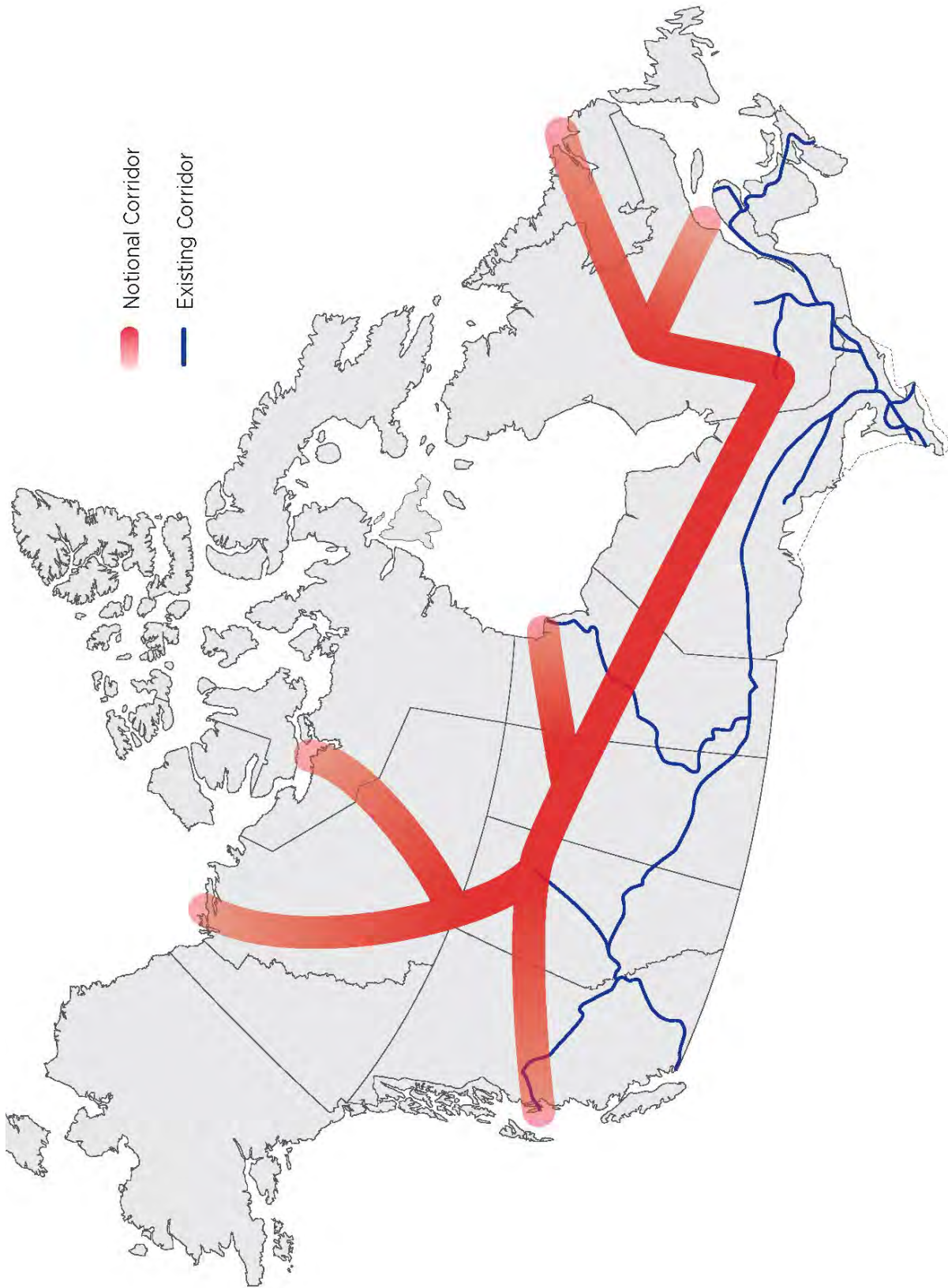
# Map 6 - La Crete Priority Growth Areas



# APPENDIX A



Appendix Map 1 - Potential Economic Corridors







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>New Codes – 2023 Alberta Edition</b>

**BACKGROUND / PROPOSAL:**

We have received notice of the National Building Code – 2023 Alberta Edition, National Fire Code – 2023 Alberta Edition, and the National Building Code of Canada for Buildings 2020 will come into effect on May 1, 2024.

Administration has not yet received the table of changes regarding the new codes. Once that is sent, we can circulate to Council same as we do with our builders.

Please find attached the bulletin that we have received regarding the code changes.

**OPTIONS & BENEFITS:**

N/R

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/R

**POLICY REFERENCES:**

N/R

**Author:** C Smith      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the New Alberta Codes editions bulletin be received for information.

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: D. Derksen

## Notice

### New Alberta codes editions

National Building Code – 2023 Alberta Edition (NBC(AE))

National Fire Code – 2023 Alberta Edition (NFC(AE))

National Energy Code of Canada for Buildings 2020 (NECB)

### Coming into Force

The National Building Code - 2023 Alberta Edition, National Fire Code - 2023 Alberta Edition and the National Energy Code of Canada for Buildings 2020 will **come into force on May 1, 2024**.

The National Building Code - 2023 Alberta Edition and the National Fire Code - 2023 Alberta Edition are now available online and in downloadable form for free from the National Research Council [here](#). Paper copies will also be available soon for order at a reduced price from the National Research Council's [Virtual Store](#). The National Energy Code of Canada for Buildings 2020 was previously made available for free online and downloadable from the same site.

Alberta has jurisdiction over safety codes, as do all Canadian provinces and territories. The Alberta government worked closely with industry, municipal associations and technical experts across the province to determine if Alberta needed to modify anything from the 2020 national code publications. The government also works with Alberta's Safety Codes Council to review safety codes and standards proposed for adoption and receives input and advice from the Council to help ensure the codes are appropriate for Alberta.

While Alberta is a signatory to the Construction Codes Reconciliation Agreement to reduce barriers to trade and support harmonized codes across Canada, the provincially focused review ensured the upcoming changes to Alberta code editions best support the needs of Albertans.

### Key changes to the Alberta editions of the building, fire and energy codes

- Farm buildings will continue to be exempt from Alberta's editions of the building, energy efficiency and fire codes.
- Alberta is adopting tier 1 as the minimum province-wide standard for building energy efficiency for housing and small buildings under Part 9 of the Alberta edition of the National Building Code and tier 1 for energy efficiency for other buildings in the National Energy Code for Buildings 2020. These codes allow provinces and territories to choose from five tiers or levels for energy efficiency performance at a pace best suited for their jurisdiction and in recognition of their specific sources of energy.

[Fire codes and standards | Alberta.ca](#)

[Building codes and standards | Alberta.ca](#)

## Transition Period

Municipal Affairs recognizes that municipalities require flexibility to appropriately manage the transition period for the administration of new code requirements. Industry also benefits from additional time to become familiar with the new code changes. There is a transition period to allow municipalities and other authorities having jurisdiction the time to prepare for the new code changes and allow construction in progress with a valid permit to continue under the previous code edition. For this code transition period, Municipal Affairs has provided additional flexibility and time for when building projects can continue under the previous codes prior to the May 1, 2024 coming into force date.

Municipalities and other authorities having jurisdiction may restrict building permit applications to the National Building Code – 2019 Alberta Edition, National Fire Code – 2019 Alberta Edition and National Energy Code for Buildings 2017 and other administration activities until May 1, 2024.

After May 1, 2024, the following transition conditions apply:

1. If building construction is in progress with a valid permit issued under the 2019 building and fire code editions, the NECB 2017 or previous codes by the authority having jurisdiction, construction is allowed to proceed under the code in force at the time of construction. Unless an unsafe condition exists in the opinion of the authority having jurisdiction, construction in progress is not required to be updated to the 2023 building and fire code provisions or to the NECB 2020.
2. Construction may continue under the 2019 building and fire code editions and the NECB 2017 for work for which a building permit application is made to the authority having jurisdiction prior to May 1, 2024. A person may choose to construct to the 2023 building and fire code editions and the NECB 2020 earlier if the authority having jurisdiction allows. Under the *Safety Codes Act*, municipalities have the authority to carry out their powers and duties as an accredited municipality including the administration of their permit system. Check with your local accredited municipality respecting permit review and approval during the transition period.
3. The project may continue under the 2019 building code edition and the NECB 2017 if the authority having jurisdiction is satisfied the preparation of plans and specifications was substantially completed prior to May 1, 2024.
4. For factory-built buildings (modular homes) which are under a certification process administered by an organization accredited by the Standards Council of Canada, construction may continue under the 2019 building code edition and the NECB 2017 where construction started prior to May 1, 2024.

The builder will be required to provide the homeowner and permit issuer with appropriate documentation proving the construction start date occurred prior to May 1, 2024. In cases where the home is not substantially completed in the manufacturer's facility, the manufacturer's record of start date will be used.

In the coming months, Municipal Affairs and the Safety Codes Council will provide additional information and education sessions related to applications of the codes including key changes from the previous codes and differences between the national and Alberta editions.

For further information contact Municipal Affairs

Email: [safety.services@gov.ab.ca](mailto:safety.services@gov.ab.ca) Phone: 1-866-421-6929

To sign up for our List Subscription Service go to: [http://municipalaffairs.gov.ab.ca/am\\_list\\_subscription\\_services](http://municipalaffairs.gov.ab.ca/am_list_subscription_services)

[Fire codes and standards | Alberta.ca](#)

[Building codes and standards | Alberta.ca](#)



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Advertising Options</b>

**BACKGROUND / PROPOSAL:**

Creating quality informative advertising that reaches all of Mackenzie County residents is key to ensuring that every one in the municipality is aware of upcoming programs, deadlines, tender opportunities etc.

While social media is definitely becoming the norm for conveying information, there are still many residents that don't subscribe to social media and don't hold a subscription for the local newspaper.

Canada Post has an affordable option to distribute unaddressed mail called Neighbourhood Mail. This will target all residents with a mail box, including those who use General Delivery. Distributing a monthly "flyer" with advertising highlights would reach more residents than just the local newspaper subscription holders. However there is a cost to this, as well as additional workload for administration. Administration has drafted a sample and will be handed out at the meeting.

WhatsApp is popular messaging tool that is utilized by many Mackenzie County residents. A Mackenzie County group could be created that would allow only Mackenzie County to post. There would be not opportunity for viewers to respond or comment. This option is at no cost to either Mackenzie County or the residents and would take minimal administrative resources.

**Author:** C.Sarapuk      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**OPTIONS & BENEFITS:**

**Option 1:**

Continue to advertise with local paper and distribute a monthly in-house newsletter highlighting key events and issues happening within the County.

**Option 2:**

Create a WhatsApp group to assist in distributing messaging.

**COSTS & SOURCE OF FUNDING:**

The cost for distributing a double sided single sheet (Bi-fold booklet style) in approximately 3725 mail boxes monthly would be as follows:

3725 Mailboxes	Printer Cost/Sheet (Double Sided)	Paper/Sheet	Canada Post	Total Cost/ Month
Black & White	\$0.1060	\$0.12	\$0.18	\$1,164.44
Color	\$0.1260	\$0.12	\$0.18	\$1,512.35

There would also be a significant labour cost to producing the in-house newsletter. Another problem with the monthly newsletter is that the time required to produce and the time delay of sending will cause much of the information in the newsletter to be after the fact instead of in real-time.

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous  
For discussion.

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: D. Derksen





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 1316-23 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members</b>

## **BACKGROUND / PROPOSAL:**

At the February 13, 2024 Regular Council Council Meeting the following motion was made:

**MOTION 24-02-124      MOVED** by Councillor Wardley

That Bylaw 1316-23 Honorariums & Related Expense Reimbursement for Councillors and Approved Committee Members in regards to travel be brought to a future council meeting.

**CARRIED**

Bylaw 1316-23 is being brought back with the change to travel as requested. The change is reflected in the Bylaw attached.

## **OPTIONS & BENEFITS:**

N/A

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

2024 Operating Budget

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1326-24 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members as presented/amended.

- Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1316-23 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members as presented/amended.

- Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1326-24 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members as presented/amended.

- Simple Majority       Requires 2/3       Requires Unanimous

That third and final reading be given to Bylaw 1326-24 - Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members as presented/amended.

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

**BYLAW NO. 1326-24 ~~1316-23~~**

**BEING A BY-LAW OF  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE  
REIMBURSEMENT FOR COUNCILLORS  
AND APPROVED COMMITTEE MEMBERS**

**WHEREAS**, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the “M.G.A.” provides for decisions of council to be made by resolution or bylaw, and

**WHEREAS**, the Council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

**NOW THEREFORE**, the Council of Mackenzie County, duly assembled, enacts as follows:

**DEFINITIONS:**

“Council Meeting/Special Council Meeting” – refers to a duly called meeting according to the Municipal Government Act.

“Committee of the Whole Meetings” - refers to a duly called meeting sitting as a deliberative recommending body to Council.

“Committee Meetings” – refers to meetings related to Council Committee Meetings, Rural Municipalities of Alberta Zone Meetings, Tri-Council Meetings, Ratepayer Meetings, Mackenzie County Open Houses, and meeting invitations issued by the Chief Administrative Officer.

“Committee Members” – means a public member-at-large appointed by Council to a Council Board or Committee.

**HONORARIUMS**

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the daily local business of the municipality as follows:
  - (a) Reeve \$2,500.00 per month
  - (b) Deputy Reeve \$1,400.00 per month
  - (c) Councillor \$1,250.00 per month

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid according to the following rates plus mileage and meal allowance, where applicable.
  - (a) Council Meeting/Special Council Meetings \$340.00
  - (b) Committee of Whole Meetings \$340.00
  - (c) Committee Meetings \$340.00
  - (d) Seminars/Conventions/Workshops \$340.00
- 2.1 Councillors attending less than half of a Council Meeting may claim only half the honorarium.
- 2.2 A combined maximum of three meetings may be claimed per day under Section 2 (a), 2 (b), and 2 (c).
- 2.3 Honorariums claimed under Section 2. (d) are all inclusive. Only one (1) per diem may be claimed per day.
3. The Reeve or designate is eligible to claim honorariums and expenses when representing the municipality at community or other functions.
4. Committee Members appointed to approved council committees shall be paid \$240.00 per meeting when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable.
5. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable.
  - (a) Councillors or Committee Members driving to a seminar/convention shall be paid \$240.00 for one travel day there and one travel day back.
  - (b) An additional travel day may be allowed when travel is ~~out of province and~~ in excess of 1,000 kilometers from the individual's home and their destination via the shortest route.
6. Councillors are authorized to participate in two in class courses and two online courses per year, subject to successful completion, through the Elected Officials Education Program.

## **COMMUNICATION ALLOWANCES**

7. Councillors are eligible for a monthly communication allowance as follows:
  - (a) an internet access allowance of \$75, and
  - (b) a laptop allowance of \$50, if compliant with policy ADM052 – Electronic Access and Acceptable Use, and
  - (c) a telephone allowance of \$60 for Councillors, and
  - (d) a telephone allowance of \$100 for the Reeve.

## **TRANSPORTATION EXPENSES**

8. Mileage shall be paid as per Canada Revenue Agency Reasonable allowance rate, for each kilometer travelled by each Councillor or Committee Member who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or Committee Member to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
9. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

## **REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS**

10. Where a Councillor or Committee Member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
  - (a) Either
    - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
    - (ii) an allowance of \$100.00 per night
  - (b) in respect of each breakfast, lunch, or dinner,
    - (i) a meal allowance may be claimed as follows:

Breakfast	\$25.00 including GST
	(if time of departure is prior to 7:30 a.m.)

Lunch	\$30.00 including GST (if time of return is after 1:00 p.m.)
Dinner	\$45.00 including GST (if time of return is after 6:30 p.m.)

11. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
12. When the combined travel and session time exceeds 10 hours, overnight accommodation may be claimed.
13. A Councillor may claim reasonable government networking expenses while representing the County without prior approval. Reimbursement of these expenses will require approval by a resolution of Council based on the submission of actual receipts.
14. A Councillor or Committee Member may claim
  - (a) an allowance for personal expenses for each full 24-hour period on travel status (as per the Canada Revenue Agency Appendix C – Meals and Allowances 1.2 Incidental Expense Allowance).

### **ATTENDANCE AT COMMUNITY EVENTS**

15. Councillors are eligible to claim expenses when representing the municipality at a County supplied ticketed event.

### **ATTENDANCE AT POLITICAL EVENTS**

In accordance with the Election Finances and Contributions Disclosure Act:

16. Should a member of Council be approved to attend a political event, on behalf of Mackenzie County, for which proceeds support a political party or candidate, Mackenzie County will reimburse the value of the meal or event upon submission of receipt. Mackenzie County will not reimburse any portion of a meal or event expense that constitutes proceeds to a political party or candidate. *(For example: If the individual charge is more than \$50, \$25 shall be allowed for expenses and the balance shall be considered as a contribution to the registered party, registered constituency association or registered candidate, as the case may be.)*
17. The individual purchasing the ticket may retain the tax receipt for his or her own purposes. The tax receipt issued by the party or candidate should be in the name of the individual purchasing the ticket.

18. Councillors are eligible to claim honorariums and mileage expenses to attend political functions.

### **BENEFITS**

19. Benefits will be in accordance with the “in-scope” collective agreement, as amended from time to time excluding Short Term and Long Term Disability.

### **SIGNING AUTHORITY**

20. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
  - (a) Councillors have attended Council meetings in person or by teleconference.
  - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.
  - (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
21. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall recommend a resolution of Council for approval of the expense in question. If the expense in question is not approved, the amount will be deducted from their next expense claim.
22. Councillors and Committee Members must submit their expense claims by the 5<sup>th</sup> of each month in order to be paid in that month.
23. Expense claims submitted 60 days after the due date will not be paid, unless there are special circumstances. A resolution of Council shall be required prior to payment of the claim.
24. Councillors and Committee Members will submit their December expense claim and honorarium by December 15<sup>th</sup> in order to expedite the closing of the year-end accounts. Meetings held after the 15<sup>th</sup> shall be added to the January claim.
25. No expenses other than those listed in this bylaw may be claimed.
26. This bylaw shall come into effect the day that it is passed ~~on January 1, 2024~~ and repeals and replaces Bylaw 1316-23 4272-22 and all amendments made thereto.

First Reading given on the \_\_\_ day of \_\_\_\_\_, 2024.

Second Reading given on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Third Reading and Assent given on the \_\_\_\_ day of \_\_\_\_\_, 2024.

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Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The approved minutes of January 24, 2024 and February 7, 2024 Municipal Planning Commission meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the approved Municipal Planning Commission meeting minutes of January 10, 2024 and February 7, 2024 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Wednesday, January 24, 2024 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Andrew O'Rourke Vice Chair, MPC Member  
Stephanie Grocholski MPC Member (Virtual)  
David Driedger Councillor, MPC Member (Virtual)  
Peter Braun Councillor, MPC Member (Virtual)

**ADMINISTRATION:** Caitlin Smith Director of Planning & Agriculture  
Lynda Washkevich Development Officer  
Jackie Roberts Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**MEMBERS OF THE PUBLIC:** Danny Friesen

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:09 a.m.

**2. ADOPTION OF AGENDA**

**MPC 24-01-011 MOVED** by Andrew O'Rourke

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 24-01-012 MOVED** by David Driedger

That the minutes of the January 10, 2024 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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

4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

- a) **003-DP-24 Danny Friesen  
Service Station – Major, Automotive Equipment & Vehicle  
Services Minor (Vehicle Wash) & Restaurant (Subway)  
Plan 072 5380, Block 03, Lot 01(4200 45 Street)(Fort  
Vermilion)**

**MPC 24-01-013 MOVED** by Peter Braun

That the Development Permit Application 003-DP-24 in the name of Danny Friesen of Plan 072 5380, Block 03, Lot 01 be TABLED for more information.

**CARRIED**

6. **SUBDIVISION**

- a) **01-SUB-24 Raymond & Desirae Peters  
63 Acre Boundary Adjustment  
SE 14-104-16-W5M**

**MPC 24-01-014 MOVED** by Andrew O'Rourke

That Subdivision Application 01-SUB-24 in the name of Raymond and Desirae Peters of SE-14-104-16-W5M be APPROVED with the following conditions:

1. This approval is for a **Boundary Adjustment**, increasing the first lot by 63 acres, for a total of 143 Acres while decreasing the second lot from 80 acres to 17 acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,

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

- I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**7. MISCELLANEOUS**

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

a) None

8. **CLOSED MEETING**

a) None

9. **MEETING DATES**

- ❖ Wednesday, February 7, 2024 @ 10:00 a.m. in La Crete
- ❖ Wednesday, February 21, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Wednesday, March 6, 2024 @ 10:00 a.m. in La Crete
- ❖ Wednesday, March 28, 2024 @ 10:00 a.m. in Fort Vermilion

10. **ADJOURNMENT**

**MPC 24-01-015** **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:45 a.m.

**CARRIED**

These minutes were adopted this 7<sup>th</sup> day of February, 2024.

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Erick Carter, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Wednesday, February 7, 2024 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member (Virtual)  
Andrew O'Rourke Vice Chair, MPC Member  
Stephanie Grocholski MPC Member (Virtual)  
David Driedger Councillor, MPC Member (Virtual)  
Peter Braun Councillor, MPC Member (Virtual)

**ADMINISTRATION:** Caitlin Smith Director of Planning & Agriculture  
Lynda Washkevich Development Officer  
Jackie Roberts Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**MOTION 1. CALL TO ORDER**

Andrew O'Rourke called the meeting to order at 10:01 a.m.

**2. ADOPTION OF AGENDA**

**MPC 24-02-016 MOVED** by Peter Braun

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 24-02-017 MOVED** by David Driedger

That the minutes of the January 24, 2024 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

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

**5. DEVELOPMENT**

- a) 007-DP-24 1079325 Alberta Ltd.  
Dwelling – Duplex in “H-R1”  
Plan 782 1076, Block 12, Lot 5 (10203 101 Ave)(La Crete)**

**MPC 24-02-018 MOVED** by Peter Braun

That Development Permit 007-DP-24 on Plan 782 1076, Block 12, Lot 5 in the name of 1079325 Alberta 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 are: 7.6 meters (25 feet) front; 1.5 meters (5 feet) side yards; and 1.5 meters (5 feet) rear yard; from the property lines.
2. The Dwelling - Duplex shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. One parking space, including the driveway area, shall occupy 300 square feet.
4. The Dwelling - Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Each unit must be serviced individually.;
5. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
6. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from East to West: 10203 -1 101 Avenue, 10203-2 101 Avenue. You are required to display the addresses on the Units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
7. Where the lowest opening of the duplex is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the duplex is 50 feet from the front property line it is required to be at a minimum 2% grade

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



above the curb level.;

8. All DEVELOPMENT shall provide:
  - a.) Provision and access to garbage storage;
  - b.) Lighting between DWELLING UNITS;
  - c.) Orientation of buildings and general site appearance;
  - d.) Safe pedestrian access to and from the public sidewalk fronting the building; and
  - e.) Parking areas adjacent to streets must be paved.;
9. 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.;
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
11. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

#### **CARRIED**

#### **6. SUBDIVISION**

- a) **None**

#### **7. MISCELLANEOUS**

- a) **Multi-Family Paving Regulations in Hamlet**

**MPC 24-02-019** **MOVED** by David Driedger

That the Municipal Planning Commission maintain the current standard and do enforcement on outstanding paving conditions.

#### **CARRIED**

#### **8. CLOSED MEETING**

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

a) None

9. **MEETING DATES**

- ❖ Wednesday, February 21, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Wednesday, March 6, 2024 @ 10:00 a.m. in La Crete
- ❖ Wednesday, March 28, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Wednesday, April 17, 2024 @ 10:00 a.m. in La Crete

10. **ADJOURNMENT**

**MPC 24-02-020 MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:21 a.m.

**CARRIED**

These minutes were adopted this 21<sup>st</sup> day of February, 2024.

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Erick Carter, Chair



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

**BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2024-02-21 Infrastructure Canada – Mackenzie Community Recreation Centre – Grant Response
- 2024-02-16 Brazeau County – Letter to the Premier – Introduction to Kelly Dressler
- 2024-02-14 Abe & Tina Friesen – Letter of Concern
- 2023-11-17 Northern Alberta Elected Leaders (NAEL) – Meeting Minutes
- 2024-01-11 La Crete Recreation Society – Meeting Minutes
- 2023-12-06 Mackenzie County Library Board – Meeting Minutes
- 2024-01-24 La Crete Chamber AGM & Awards Dinner – Mackenzie County Invite
- 2024-02-20 ATCO Electric – Fraud Awareness Messaging

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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

## Mackenzie County Action List as of February 13, 2024

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

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• pursue acquisition of land parcels as identified on the map presented in red;</li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Caitlin	PLS180027  FNC received adequacy Pause has been lifted. Awaiting Sale Price
<b>October 9, 2018 Regular Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	TDL expires May 2024. Permanent license contingent on TOHL raw water study.
<b>February 2, 2022 Regular Council Meeting</b>			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval.  PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	COW 22-06-073 The TCL Leases that are in the process are as follows:  DML170039 FV Bridge campground REC2621 FV Rodeo grounds REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 Wadlin Lake campground  Signed Offer to purchase PLS140031

Motion	Action Required	Action By	Status
April 27, 2022 Regular Council Meeting			
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	<b>COMPLETE</b>
June 22, 2022 Regular Council Meeting			
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Byron	Deadline: Feb 2024
November 1, 2022 Budget Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
November 2, 2022 Budget Council Meeting			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron / Caitlin / Andy	Deadline: <b>March 2024</b>
December 13, 2022 Regular Council Meeting			
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	<b>Updates are submitted to FPT currently not approved.</b>
February 7, 2023 Regular Council Meeting			
23-02-106	That Mackenzie County commit to \$5M in municipal funding by means of Borrowing Bylaw towards local funding required to complete this project as per motion 18-06-472 to complete the Mackenzie Community Recreation Center project.	Byron/Don/Jen	<b>Grant Funding Denied</b>
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	In Progress
August 16, 2023 Regular Council Meeting			
23-08-648	That administration research gravel pit options for future crushing.	Byron	In Progress
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	Working with organizations

Motion	Action Required	Action By	Status
October 11, 2023 Regular Council Meeting			
23-10-741	That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and installation of a disability playground in the hamlet of La Crete.	Don	Waiting Purchase Spring 2024
October 24, 2023 Organizational Council Meeting			
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	In Progress
October 25, 2023 Regular Council Meeting			
23-10-833	That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.	Caitlin	In Progress 2025 Deadline
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	In Progress
23-10-845	That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.	Byron	Included in 2024 Capital Budget 50/50 cost share
November 14, 2023 Regular Council Meeting			
23-11-878	That the following tax rolls be advertised for development and future consideration of sale at market value: <ul style="list-style-type: none"> <li>• Tax Roll #082769</li> <li>• Tax Roll #082770</li> <li>• Tax Roll #082773</li> <li>• Tax Roll #082443</li> <li>• Tax Roll #230088</li> </ul>	Jen	Market Value obtained Communications drafted
23-11-883	That administration research options for the In-House Weekly Newsletter and bring back to a future Council meeting.	Darrell	In Progress
23-11-889	That the Agricultural Service Board reviews the moratorium on road allowances and bring back recommendations to a future Council meeting.	Caitlin/Landon	<b>Council Meeting 2024-03-12</b>
23-11-895	That administration research the options for hamlet signage.	Caitlin	In Progress
23-11-896	That the Municipal Reserve designation be removed from Plan 052 0560, Block 05, Lot 04MR, Hamlet of La Crete and that it be advertised for Public Hearing.	Caitlin	<b>COMPLETE</b>
November 21-22, 2023 Budget Council Meeting			

Motion	Action Required	Action By	Status
23-11-923	That administration incorporates the requested 2023 One Time Carry Forward projects in the Draft 2024 Operating budget.	Jen	Year end transaction
23-11-924	That administration incorporates the requested 2023 Capital Carry Forward projects in the Draft 2024 budget as amended.	Jen	Year end transaction
23-11-926	That the Waste Collection information be brought to a future Committee of the Whole Meeting for further discussion.	Don	Bringing to Committee of the Whole 2024-03-26
<b>January 31, 2024 Regular Council Meeting</b>			
24-01-034	That first reading be given to Bylaw 1320-24 being a Land Use Bylaw Amendment to rezone Part of SE-16-106-15-W5M from La Crete Light Industrial "LC-LI" to Manufactured Home Subdivision "MHS", to accommodate the development of a subdivision, subject to public hearing input.	Caitlin	Public Hearing 2024-02-28
24-01-035	That first reading be given to the Bylaw 1321-24 Land Use Bylaw Amendment to Rezone Part of NE 12-104-18-W5M from Agricultural "A" to Rural Industrial Light "RIL", subject to public hearing input.	Caitlin	Public Hearing 2024-02-28
24-01-036	That first reading be given to the Bylaw 1322-24 Land Use Bylaw Amendment to reduce the minimum width regulation of a lot in the Manufactured Home Subdivision "MHS" district in the Land Use Bylaw, Section 9.23.3, subject to public hearing input.	Caitlin	Public Hearing 2024-02-28
24-01-037	That first reading be given to Bylaw 1323-24 being a Land Use Bylaw Amendment to rezone Part of NW-9-106-15-W5M Hamlet Residential "H-R1A" to Manufactured Home Subdivision "MHS", subject to public hearing input.	Caitlin	<b>Cancelled COMPLETE</b>
24-01-038	That administration enters into a rental agreement for the County house in Fort Vermilion of \$2,000.00 per month on a one (1) year lease, to assist with the doctor housing request.	Darrell/Don	<b>COMPLETE</b>
24-03-039	That Mackenzie County edit and re-advertise for the Subdivision & Development Appeal Board & Assessment Review Board Member at Large positions and contact the Mackenzie County Library Board regarding vacant positions.	Louise	<b>COMPLETE</b>
24-01-042	That administration score the eligible proposals for the Mackenzie County Outdoor Recreation & Tourism Plan and provide a detailed report and recommendation for awarding at the February 13, 2024, Regular Council Meeting.	Byron	<b>COMPLETE</b>



<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
24-01-048	That Bylaw 1037-16 Municipal Parks be brought to a future council meeting with the amendments as discussed.	Don	<b>COMPLETE</b>
24-01-054	That second reading be given to Bylaw 1245-21 being the Municipal Development Plan to be adopted as presented.	Caitlin	Final Reading 2024-02-28
24-01-063	That administration amend the Unsightly Premises Bylaw as discussed and bring back to a future Council meeting.	Don	<b>COMPLETE</b>
24-01-066	That the La Crete Infrastructure Offsite Levy Bylaw be brought back to the February 13, 2024 Regular Council Meeting.	Byron/Caitlin	<b>COMPLETE</b>
24-01-067	That administration reviews all proposals, and bring recommendation for awarding of the Fuel Supply & Services Request for Proposals to the February 13, 2024 Council meeting.	Darrell/Jen	<b>COMPLETE</b>
24-01-086	That the Chief Administrative Officer Performance Evaluation and Council Self Evaluation be completed on the online platform by February 21, 2024.	Darrell/Council	
<b>February 13, 2024 Regular Council Meeting</b>			
24-02-089	That the following Councillors be authorized to attend the Federation of Canadian Municipalities (FCM) Conference on June 6-9, 2024 in Calgary, Alberta: 1. Reeve Knelsen 2. Deputy Reeve Sarapuk 3. Councillor Braun 4. Councillor Cardinal 5. Councillor Morris 6. Councillor Smith 7. Councillor Wardley	Louise	<b>COMPLETE</b>
24-02-094	That the unqualified Bridge Rehabilitation and Other Work - Bridge File 78209 Tender be returned to the sender without opening Envelope #2.	Andy	
24-02-097	That the PLS Application Process proceed as directed.	Caitlin	
24-02-098	That the 2023 Operating Budget be amended by \$100,000 with funding coming from the General Operating Reserve.	Jen	<b>COMPLETE</b>
24-02-099	That the 2024 Operating Budget be amended by \$200,000 with funding coming from the General Operating Reserve.	Jen	<b>COMPLETE</b>

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
24-02-102	That A, all of B to D, and E – Tank Schedules from the Fuel Supply & Services Request for Proposal be deleted, and that Schedule E – No Tank for the Fuel Supply & Services Request for Proposal be awarded to the highest scoring proponent.	Darrell/Jen	<b>In Progress</b>
24-02-103	That the 2024 Capital Budget be amended by \$200,000 for the Fuel Tanks project, with funding coming from the General Capital Reserve.	Jen	<b>COMPLETE</b>
24-02-105	That Policy ASB018 Clubroot of Canola be amended as presented.	Louise	<b>COMPLETE</b>
24-02-106	That a letter be sent to the hosts of the 2024 Provincial Agricultural Service Board Conference expressing concerns regarding the speakers and topics.	Caitlin	<b>Letter Drafted</b>
24-02-107	That the 2024-2026 Agricultural Service Board Strategic Plan be approved as amended.	Caitlin/Louise	<b>COMPLETE</b>
24-02-108	That the 2024 Capital Budget be amended to include \$6,230 for the Olympia Motor Overhaul at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.	Don/Jen	<b>Finance - COMPLETE</b>
24-02-109	That the 2024 Capital Budget be amended to include \$9,450 for the Hot Water Tank replacement at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.	Don/Jen	<b>Finance - COMPLETE</b>
24-02-113	That third and final reading be given to Bylaw 1317-24 Municipal Parks as amended.	Louise	<b>COMPLETE</b>
24-02-115	That the Chief Administrative Officer notify the Land Titles Registrar to remove the Municipal Reserve designation from Plan 052 0560, Block 05, Lot 04MR for the purpose of land sale.	Darrell/Caitlin	<b>To be sent to Registrar</b>
24-02-119	That third and final reading be given to Bylaw 1325-24 Unsightly Premises as amended.	Louise	<b>COMPLETE</b>
24-02-120	That Administration move forward with Request for Proposals for Campground Partnership as amended to operate one or more Campgrounds for the 2024 season.	Don	<b>RFP is out Closing date of March 6, 2024</b>
24-02-121	That the 2023 One Time project budget be amended by \$1,000 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.	Jen	<b>COMPLETE</b>
24-02-123	That the Councillor Expense Claims for January 2024 be amended as discussed.	Louise	

Motion	Action Required	Action By	Status
24-02-124	That Bylaw 1316-23 Honorariums & Related Expense Reimbursement for Councillors and Approved Committee Members in regards to travel be brought to a future council meeting.	Louise	<b>Regular Council Meeting 2024-02-28</b>
24-02-126	That the Mackenzie County Outdoor Recreation and Tourism Plan be awarded to Expedition Management Consulting.	Byron	
24-02-127	That the following Councillors be authorized to attend the Pacific Northwest Economic Region (PNWER) Committees and Initiatives 33rd Annual Summit from July 21 – 25, 2024 in Whistler, British Columbia:  1. Reeve Knelsen 2. Councillor Cardinal 3. Councillor Wardley	Louise	<b>COMPLETE</b>
24-02-128	That Motion 24-01-037 be rescinded and the subject property remain zoned as Hamlet Residential 1A "H-R1A".	Caitlin/Louise	<b>COMPLETE</b>
24-02-133	That third reading and final reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.	Caitlin/Louise	<b>COMPLETE</b>
24-02-135	That Mackenzie County sponsor the High Level Agricultural Society's 54th Annual High Level Rodeo in the amount of \$2,000.	Louise	<b>COMPLETE</b>
24-02-136	That Mackenzie County sponsor the Northern Lights Recreation Centre's 41st La Crete Challenge Cup from April 5-7, 2024 in the amount of \$1,000.	Louise	<b>COMPLETE</b>
24-02-137	That Mackenzie County sponsor the Loggers & Truckers Hockey Tournament from April 8-13, 2024 in the amount of \$1,000.	Louise	<b>COMPLETE</b>
24-02-138	That administration investigate and provide water capacity options for industry.	John	<b>In Progress</b>
24-02-143	That the Bridge Rehabilitation and Other Work - Bridge File 78209 contract be awarded to the lowest bidder(s) while staying within budget.	Andy	

Mackenzie County  
Byron Peters  
4511-46 Ave, PO Box 640, Fort Vermilion, AB T0H 1N0

Dear Byron Peters,

Thank you for submitting your application to the Government of Canada's Green and Inclusive Community Buildings (GICB) program.

We received hundreds of thoughtfully prepared applications for meaningful projects to improve the quality of community spaces from coast to coast to coast. Due to the high level of interest, we regret to inform you that your project, *Mackenzie Community Recreation Centre* (AP-000003084), has not been selected for funding under this program. For more information about how we evaluated applications, you may wish to consult the [Applicant Guide](#). Please note that all funding decisions are final.

We understand that your organization put significant effort into preparing this application. We commend your commitment to making your community a more sustainable place to live, and for seeking to improve the lives of all residents. Should new funding opportunities arise, Infrastructure Canada will contact you to provide more details and encourage you to submit a new application.

If you have additional questions about the program, please contact us at [gicbp-pbcvi@infcc.gc.ca](mailto:gicbp-pbcvi@infcc.gc.ca) and we would be happy to answer them. Additionally, you can find more information about our other funding programs at [www.infrastructure.gc.ca](http://www.infrastructure.gc.ca).

Thank you once again for your application, and my very best wishes for your future endeavours.

Yours sincerely,



Paul Loo  
Director General  
Resilient and Innovative Communities Directorate  
Infrastructure Canada



# Brazeau County

7401 – Twp Rd 494, P.O. Box 77, Drayton Valley, Alberta T7A-1R1  
PHONE: (780) 542-7777 - FAX: (780) 542-7770  
[www.brazeau.ab.ca](http://www.brazeau.ab.ca)

February 16, 2024

Honourable Danielle Smith  
Premier of Alberta  
Office of the Premier  
10800-97 Avenue  
Edmonton, Alberta  
T5K 2B6

Dear Premier Smith,

## **INTROUDUCTION TO KELLY DRESSLER**

---

Like many municipalities, Brazeau County experienced the devastating effects of wildfire in 2023, and is committed to improving our readiness for future fires.

We have a resident, Kelly Dressler, who is working on an initiative to help better prepare communities for wildfire season. We support his efforts to provide innovative solutions to assist in wildland firefighting.

Brazeau County prides itself on fostering and nurturing innovation and entrepreneurial spirit, and we support Mr. Dressler's efforts to raise awareness for his ideas.

Sincerely,

Bart Guyon  
Reeve, Brazeau County

AS you have known, We have been dealing with a lot of problems of our neighbor, setting up A Bunch of Grain Bins, too close up to our yard and house. We see that there's been a Berm built somewhat, to some of the Bins, But AS by the sounds of it. That IS Yet NOT ENOUGH of what You Guys had Suggested. So we are in waiting for Simply Grain Person, to Finish as of what to GET DONE:)(:PLEASE TAKE ACTION:)

Thanks

Abe & Tina  
FRIESEN

P.S. As well as the Disturbance of the Noisy Truckers. Would BE Appreciated IF IT GOT MOVED ALL TOGETHER!!!)



Northern Alberta Elected Leaders

59 Leedy Drive  
Whitecourt, Alberta T7S 1X1  
780-778-0202

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## MINUTES

November 17, 2023

Valleyview, Alberta

### In Attendance (In Person)

Carolyn Kolebaba	Chair
Corinna Williams	Northern Sunrise County
Sandra Eastman	MD of Peace
Tyler Olsen	MD of Greenview
Sheila Gilmour	Fox Creek
Ken Montie	Village of Berwyn
Kate Potter	Town of Sexsmith
Karen Rosvold	RMA
Matthew Norburn	Berwyn
Lane Monteith	Big Lakes County
Tyler Ainth	Big Lakes County
David Reynolds	Big Lakes County
Brian Hall	Athabasca County
Dan Dibbelt	MDSR
Tammy Yaremko	Town of Spirit River

Samantha Steinke	Valleyview
Larry Davidson	Birch Hills County
Albert Poetker	Birch Hills County
Vern Lymburner	Valleyview
Elaine Manzer	Peace River
Bob Marshall	County of Grande Prairie
Terry Ungarian	County of Northern Lights
Wendy Wald	Grimshaw
Margaret Jacob	McLennan
Donna Buchinski	Falher
Myrna Lanctot	Donnelly
Evan Matiasiewich	Nampa
Murray Kerik	Lesser Slave River
Tom Pickard	Whitecourt
Robert McLeod	Manning
Boyd Langford	High Level
Nick VanRootselaar	MD of Spirit River
Jim Rennie	NAEL

In Attendance (By Zoom)

Cuuncillor Ketchum	
Leanne Beaupre	County of Grande Prairie
MD of Fairview	
Gary Rycroft	
David Egan	Government of Alberta



Tany Yao	MLA
Peter Thomas	
Shelly Shannon	
MD of Smoky River	
Roxanne Dreger	Village of Rycroft
Allan Rowe	
Margaret McClarty	MD of Peace

Registration 9:45 AM

1. Call Meeting to Order by Chair Kolebaba (10 am)
  - Greetings from Mayor Lymburner, Town of Valleyview
  - Greetings and territorial acknowledgement from Mayor Lymburner, Town of Valleyview
  - Reeve Tyler Olsen, MD Greenview – Welcome and touched on the wildfire issues for the M.D. of Greenview as a whole.
2. Request to be allowed to record meeting
3. Adoption of Agenda
4. Roundtable and Introductions
  - Evan Matiasiewich, Nampa – talked briefly about fires to the East of Nampa
  - Tammy Yaremko, Mayor, Spirit River – touched on AHS winter access has been reinstated, new senior housing scheduled to open in Spring of 2024, daycare and senior housing are still issues.
  - Karen Rosvold, Director, RMA – will speak to update later in meeting.
  - Nick VanRootselaar, Deputy Reeve, MD of Spirit River – spoke to the new G3 grain facility, the HWY 49 road build, and new seniors independent living facility.

Birch Hills County -mentioned water/wastewater infrastructure projects, and drainage ditch maintenance and liability.

Robert McLeod, Mayor, Manning – Bridge construction completed. Senior's housing opening March 2024, rentals and daycares are full, new school K-12 is under construction.

Sheila Gilmour, Mayor, Fox Creek – reclamation of fire guards from 2023 wildfire season underway, new fire guards will be constructed in 2024, evacuation recap, new daycare will open spring of 2024.

Samantha Steinke, Councillor, Town of Valleyview – New K-12 school is in the planning stages. Tyler Airth, Reeve, Northern Lakes County – spoke to the 2023 agricultural disaster, CAO resignation for 2024, Alberta Transportation plans for bridge over Peace River.

Kate Potter, Mayor, Sexsmith – Christmas in Sexsmith – local events for everyone.

Bob Marshall, Reeve, MD of Grande Prairie – Recapped the 2023 wildfires and the building of fire guards, Clairmont RCMP detachment, HWY 43 connector, Peace Wapiti School Division new 9-12 school.

Boyd Langford, Deputy Mayor, High Level – discussed impact of 2023 wildfires, no evacuation but hosting evacuees with over 6000 hours logged time from town employees, recapped Tolko losses due to wildfires, Richardson Lake migratory bird sanctuary at jeopardy due to dry season, hotspots still need attention.

Wendy Wald, Mayor, Grimshaw – Canadian Fiber Optics/Northern Lights Fiber project, losing 2 doctors in the community, MELT driver training starting up, Christmas Market tomorrow.

Corinna Williams, Reeve, Northern Sunrise County - low water levels are a big concern going into 2024, 2023 wildfire and hotspots recap.

Sandra Eastman, Deputy Reeve, MD of Peace – increasing concern for valley, looking to mitigate tree disease.

Ken Montie, Mayor, Village of Berwyn – infrastructure work on main street, new hotel store open, incentives to attract residents.

Margaret Jacob, Councillor, McLennan – community partnership program, hotel tear down, Peace Officer/Bylaw Officer, ambulance issues.

Donna Buchinski, Mayor, Town of Falher – evacuation center for the Peavine Settlement, new Heart River Housing project, 20 units attached to lodge.

Myrna Lanctot, Mayor, Donnelly - economic development plan grant, water/wastewater infrastructure work, campsite was open for evacuees, looking for enhanced transportation for residents to access Doctors and medical appointments.

Elaine Manzer, Mayor, Peace River – rural renewal business plan, 2023 fires registration center resulting in lots of hours for town employees, bridge is still under construction, mobile outreach program partnership, corrections transportation issues, Northern Lakes College programs at the correctional facility for those who qualify, tenders are out to fix landslide/washout with no response at this time, North Peace Housing evacuation approximately 70 residents, new K-12 school is now open.

Tom Pickard, Mayor, Whitecourt – attended RMA, upgraded healthcare facilities needed, CT scanner needed, Alberta Advantage Program, 44 blue book apprenticeships have been completed.

Ben Berlinguette, CAO, Town of Valleyview – new format for Santa Clause Parade, new RCMP office/detachment opening, Alberta Transportation HWY 43 and HWY 49 planning, water/wastewater infrastructure upgrades, new ambulance building with 2 ambulances and 1 transfer van, sidewalk project to resume 2024.

Brian Hall, Reeve, Athabasca County – limited hospital hours should be back to 24hrs in spring, helipads, critical care access, water for life water line extension.

Brian Panasiuk, Mayor, High Prairie – 2023 wildfire recap, evacuation alert and evacuation center, extension of senior's lodge, new Dairy Queen, Canadian Fiber Optics  $\frac{3}{4}$  connected.

Murray Kerr, Reeve, Lesser Slave Lake – 2023 wildfire recap, Hwy 88 would like to see rebuild not just overlay, it is too narrow. Martin Beach is looking for funding approval for flood mitigation.

Tyler Airth, Reeve Big Lakes County – working with government agencies on plans to mitigate fires, agricultural recovery, Hillard's Bay Phase 1 resurfacing, looking for alternative solutions to shuttering the Swan Hills Treatment Centre.

Leanne Beaupre, Councillor, County of Grande Prairie No1 – U of A Medical teaching clinic.

Phillip Kolodychuk, Reeve, MD of Fairview – 2023 wildfire recap, bridge work, hospital, river dams, electrical transmission / distribution.

Gary Rycroft, Mayor, Beaverlodge – New fire hall, water treatment plant upgrades, water/wastewater system upgrades, Northern Lights fiber optics project has been completed.

Roxanne Dreger, Deputy Mayor, Rycroft – Christmas tree light up Dec 1, new seniors lodge is opening May 2024, baseball diamond upgrades, housing market is good.

Robert Brochu, Reeve, MD Smoky River – advertising for CAO position, renewable energy; Smoky River Wind Project willing to provide moratorium, construction to start in 2025.

Allen Rowe, CAO, Clear Hills

Shelley Shannon, Deputy Mayor, Peace River

5. Adoption of the Minutes
6. Old Business
  - HR Committee Report on Annual Review of Executive Director
  - NAEL and Hub Request to the Minister
7. New Business
  - Acceptance of Financial Report
  - Letter to Premier Smith, noting no Northern mention in mandate letters to Ministers
  - Idea from Mayor Pickard for the Peace River Correctional Facility- an alternate method to transport inmates back to their home
  - Potential NRED Grant Application- Jim Rennie
  - Idea from Mayor Pickard on learned lessons from Covid on having RCMP appear in court via video, keeping our officers at home and on our streets
  - Report on meeting with the Ministry of Jobs, Economy and Trade
  -
8. Lunch (12:20-1 pm)
9. Presentation from Mr. Rob Barone (1-2 pm)
  - Associate Executive Director
  - Alberta Health Services
  - Emergency Medical Services- North Zone

#### 10. MLA Reports (2-3 pm)

MLA Tany Yao, Ft. McMurray -Wood Buffalo – Tour Northern Alberta end of January 2024, looking to provide input into an investment report for the North. Suggestion of a 1-day workshop to meet and gather information.

The lack of transportation services for the north and lack of grants being awarded to local (Albertan) companies was mentioned.

Discussion was held around health services concerns and issues. Suggestion for compilation of a list of issues to be addressed, possible meeting to be set up with MLA Yao and MLA Martin Long.

MLA Martin Long, West Yellowhead- spoke to the announcement on restructuring Alberta's Healthcare system and the plan going forward. There will be more regional input into how healthcare happens. Northwest Alberta feedback is welcomed.

A question was posed about councils currently in place, they will stay as they are AHS councils, however 13 new advisory councils for the province will be established. MLA Long will relay information on how to appoint people to these new councils.

MLA Nolan Dyck, Grande Prairie – Urban / Rural healthcare, few more specialists in GP, 13 new doctors in the past few months, hopefully to build up rural healthcare residencies.

MLA Ron Wiebe, Grande Prairie-Wapiti – Hwy 40 Phase 2 completion by end of 2024, Beaverlodge hospital almost finished. Alberta Heritage Trust Fund and Investment in the North was mentioned.

#### General Issues discussed:

- Doctor double duties, family practice and hospital.
- Major tests go to the big centers while smaller hospitals are under-utilized, some services could be taken back.
- Rural training in Athabasca was a great program, changed perspectives.
- Dedicated critical care – STARS is not fully funded. Why are they still fund raising?
- Rural surgical incentive – upgrading facilities and expansion of facilities – example was Edson Hospital.
- Acute care beds vs. long term care beds – level of care should be transferable / interchangeable.
- Local people are not being hired for hospital jobs.
- Doctors – globally trained, more opportunities for training in Canada.
- Scope of work for RNs/LPNs/Nurse Practitioners – issues around billing are holding up placements.
- Pharmacist scope has increased.
- The health care announcement will create major changes.
- Compassionate Intervention – petition for treatment orders to get people into recovery.
- Public safety and Peace River corrections issues are on the radar to find solutions.
- Starlink announcement – separate from Alberta broadband.

- ATV use in ditches, trails, and trail creation – tourism opportunity.
- Canada Pension plan / Albert Pension plan – will the government do more of a campaign to explain what is happening?
- Resource map of Alberta: energy, forestry, agriculture.
- RCMP appearances in court via video, is possible for some cases but not all. Complex cases require witnesses to be present.

Minister Todd Lowen, Central Peace-Notley – discussed 2023 wildfires, preparations for 2024 season, all municipalities should be thinking about their fire guard plans and local industries should be involved. Volunteer fire fighter regulations should be relaxing, looking at new technologies to enable nighttime firefighting.

Minister Dan Williams, Peace River – spoke to cost of living, growing the economy. The North is leading the economic engine of Alberta. Rainbow Lake fiber optics are now connected, Hospital is in the design phase, Peace River bridge rejuvenation. Healthcare is being refocused, primary care, mental health, and community-based outreach.

#### 11. Date and Location of next meeting

#### 12. Motion to adjourn

Northern Alberta Elected Leaders is inviting you to a scheduled Zoom meeting.

Topic: Northern Alberta Elected Leaders

Time: Nov 17, 2023 10:00 AM Edmonton

Join Zoom Meeting

<https://us02web.zoom.us/j/3111226249>

Meeting ID: 311 122 6249

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Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 931 3860 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 929 436 2866 US (New York)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US

Meeting ID: 311 122 6249

Find your local number: <https://us02web.zoom.us/j/k3pfNfaWB>

**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
January 11, 2024**

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

**Present:** Joe Driedger, President  
Philip Krahn, Vice-President  
Dave Schellenberg, Treasurer/Shinny Rep  
Shawn Wieler, BHP Rep  
Henry Goertzen, Blumenort Rep  
Mike Schellenberg, Junior B Rep  
Corrina Doerksen, Secretary/Bookkeeper  
Jonathan Klassen, Arena Manager  
Ed Wiebe, Recreation Coordinator  
Jim Neudorf, Figure Skating

**Missing:** Duffy Driedger  
George Fehr  
Peter F Braun  
Lukas Peters  
Holly Neudorf  
John Zacharias

**Call to Order:** President Joe Driedger called the meeting to order at 5:57 p.m.

**Approval of Agenda**

- 1: Add 9.5 Ice Removal Date

Shawn Wieler moves to accept the agenda as amended.

CARRIED

**Recreation Coordinator Report- Ed Wiebe**

1. Recreation Coordinator Report by Ed Wiebe

**Financials:**

- 1: Financials were presented by Corrina Doerksen.

Philip Krahn moves to accept the Dec 2023 Financial Report.

CARRIED

**Approval of Previous Meeting's Minutes**

Henry Goertzen moves to accept the Dec 14, 2023 regular meeting minutes as presented.



CARRIED

**Business from Previous Minutes**

**Review of Action Sheet**

**Managers Report – Jonathan Klassen**

1. Managers Report presented by Jonathan Klassen

Dave Schellenberg moves to accept the December 2023 Managers Report.

CARRIED

**New Business:**

- 9.1 Figure Skating Carnival Rink Discussion  
Discussion on spring scheduling for user groups.

- 9.2 Ice Fees for Loggers & Truckers and U18 Tournaments

Dave Schellenberg made a motion not to charge ice rental fees for the Loggers & Truckers tournament.

CARRIED

Shawn Wieler made a motion for the LCLB to be charged minor associations ice rental rates for their U18 tournament.

CARRIED

- 9.3 Innovation Day  
Jonathan Klassen was invited by Cimco to their arena innovation day in Edmonton in November.

Philip Krahn made a motion for Jonathan Klassen to proceed with ticket purchase to attend.

CARRIED

- 9.4 Challenge Cup  
The Challenge Cup Committee requested to use the Challenge Cup Ice Sponsor Ad funds towards prizes.

Dave Schellenberg made a motion for the Challenge Cup Committee to use the Challenge Cup Ice Sponsor ad funds towards prizes.

CARRIED

- 9.5 Ice Removal Date  
NLRC ice to be removed after the Loggers & Truckers tournament, RK ice to be removed April 30, 2024.

Henry Goertzen moves to go in camera at 7:16 p.m.

Shawn Wieler moves to go out of camera at 7:38 p.m.

Mike Schellenberg moves for the meeting to be adjourned at 7:39 p.m.

Next Meeting will be **February 8 2024 at 6:00pm.**

## ACTION SHEET

Following January 11, 2024 Meeting

	Action:	Assigned:	Date to be Completed:	Status:
1.	Lumber Barons Agreement	LCRS	June 2024	Complete
2.				
<b>Ongoing &amp; Annual Items</b>				
	Action:	Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 <sup>th</sup>	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	
6.	Board Member Assignments	LCRS	Annually by LCRS AGM	

**Mackenzie County Library Board (MCLB)  
December 6, 2022 Board Meeting Minutes  
Fort Vermilion Library**

**Present:** Lisa Wardley, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Cameron Cardinal

**MCLB Organizational Meeting.**

The following positions were filled by acclamation:

Chair: Kayla Wardley.

Vice-chair: Tamie McLean.

Treasurer: Lorraine Peters.

Secretary: Wally Schroeder.

**1.0** Kayla Wardley called the meeting to order at 6:33 pm.

**2.0 Approval of the Agenda:**

**MOTION #2023-08-01 Lisa Wardley** moved the approval of the agenda as revised. **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2023-08-02 Lisa Wardley** moved the approval of the October 23/23 meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

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

**5.0 Financial:**

**5.1 MCLB Financial Report as of November 30/23:**

- Balance Forward \$ 113,113.02

- Total Revenues \$ 322,126.96

- Total Expenses \$ 303,053.39

- Bank Balance \$ 132,186.59

**MOTION #2023-08-03 Tamie McLean** moved the acceptance of the financial report. **CARRIED**

**MOTION #2023-08-04 Lorraine Peters** moved that the MCLB provide a onetime capital grant in the amount of \$6,000 to the La Crete library and \$2,000 to the Zama library. The funds will come from the MCLB conference and travel budget line. **CARRIED**

**MOTION #2023-08-05 Kayla Wardley** moved that \$3,000 worth of library promotional products be purchased and that they be sent out to our 3 libraries. **CARRIED**

**5.3 Fort Vermilion Library (FVL) Financial Report as of November 30/23:**

- Total Revenues \$ 76,169.15

- Total Expenses \$ 43,448.35

- Net Income \$ 32,720.35

- Bank Balance \$ 95,211.96

**MOTION #2023-08-06 Sandra Neufeld** moved the acceptance of the financial report. **CARRIED**

**MOTION #2023-08-07 Cam Cardinal** moved that the Fort Vermilion Library building be rekeyed. **CARRIED**

**6.0 Library Reports:**

**6.1 La Crete:**

- Circulation for October was 11,563.

- Financial report to Nov 2/23: Income 164K, Expenses 150 K., Bank Balance 14K.

- The library will be closed Dec 23/23 to Jan 1/24 and on Jan 6/24.

- The staff Christmas supper will be held Dec 11/23.

- A Remembrance Day display was set up.

- The profit from the Salmon Grill was \$25,290.22 It was a sellout.

**6.2 Fort Vermilion:**

- Checkouts and renewals totaled 462 in October and 411 in November.
- Seven new patrons were added in October and 2 in November.
- About \$10,000 was spent on books in 2023.
- The kindergarten class continues to use the library on Thursday afternoons.
- A Christmas event is planned for Dec14/23 from 6:00 pm to 8:00 pm. It will consist of story time, a winter craft and snacks.

**6.3 Zama:**

- A 20 foot Christmas tree was put up.
- They are having a cookie bar and a carol sing.
- Light up the park is also planned in December.

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

- No report.

**6.5 High Level:**

- The library is closed Dec 24 to Jan 2/24
- They held a croptackular event.
- They have 20 new rural library patrons.
- The High Level librarian would like to attend our meetings. It could be don virtually.

**MOTION #2023-08-08 Lorraine Peters** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

- None

**8.0 New Business:**

**8.1 The Agreement between the County and the MCLB Regarding the Fort Vermilion Library Building Transfer to the County:**

**MOTION #2023-08-09 Kayla Wardley** moved that Lisa Wardley finalize the Building Transfer Agreement between MCLB and the County. **CARRIED**

**8.2 Forest Capital Canada:**

- The Mackenzie Region has been designated the Forest Capital of Canada.
- The MCLB discussed what our libraries can do to celebrate our region being designated the Forest Capital of Canada for the 2024 calendar year.

**9.0 Correspondence:**

- None

**11.0 Next Meeting Date and Location: Fort Vermilion Library, January 9, 2024 at 6:30 p.m.**

**12.0 Adjournment:**

**MOTION # 2023-08-10 Wally Schroeder** moved to adjourn the meeting at 8:35 p.m. **CARRIED**

**These minutes were adopted this 9th day of January 2024.**

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**Chair: Kayla Wardley**



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January 24, 2024

Mackenzie County  
P.O. Box 640  
Fort Vermilion, AB  
T0H 1N0

Mackenzie County Council & Staff,

On behalf of the La Crete & Area Chamber of Commerce I would like to personally offer Council and or Staff a complimentary table (seats 8 people) at our Annual General Meeting & Awards Dinner Saturday, March 9, at the La Crete Heritage Centre. We will be hosting our Annual General Meeting as well as honoring recipients of Business & Community Awards on behalf of the community of La Crete & Area.

We have a few guest speakers. "The Modern Day Mountain Man" Billy Molls is lined up as this year's Keynote Speaker. Our MLA, Dan Williams has confirmed his plans to attend and share. MP, Arnold Viersen has also been invited. Doors open at 5:30 PM with our AGM starting at 6:00 PM. We would like to invite Reeve, Josh Knelsen and CAO, Darrell Derksen to be among our Special Guest Speakers, having 3-5 minutes to have a few words, on behalf of Mackenzie County's work which influences our community/region.

Additional seats/tables are still available and can be purchased by contacting our office.

We hope that Council and Staff are able to attend. Please let us know who plans to attend by contacting our Manager, Larry Neufeld.

Sincerely,

Chair, George Teichroeb

La Crete & Area Chamber of Commerce

## ATCO Electric – Fraud Alert

### **BE AWARE: SCAMMERS TARGETING ATCO ELECTRIC CUSTOMERS**

We've been made aware of suspicious activity where scammers are targeting ATCO Electric customers via phone calls. These scammers often pose as ATCO representatives and threaten to disconnect or withhold power unless customers provide them with payment. **THIS IS A SCAM.**

**Please be cautious and aware of this suspicious activity.**

**Note that ATCO Electric would NEVER ask customers for payment, as they do not collect money directly from customers for utility bills. ATCO Electric will NEVER ask you to provide payment by any method, including by telephone or in-person.**

### **KEEP YOUR PERSONAL INFORMATION SAFE**

Your safety and security are our biggest priority. If you receive a suspicious phone call, we urge you to:

- Hang up and never provide personal banking or payment information to someone who has contacted you by phone.
- Resist the pressure to act immediately. Legitimate businesses will give you time to make a decision. Anyone who pressures you to pay or give them your personal information is most likely a scammer.
- If you have any questions about your account, call the ATCO Electric call centre at 1-800-668-2248.
- If you get a suspicious call, we encourage you to report the incident to the RCMP and the Canadian Anti-Fraud Centre at 1-888-495-8501

### **REPORT SUSPICIOUS ACTIVITY**

If you get a suspicious call, we encourage you to report the incident to the RCMP and the Canadian Anti-Fraud Centre at 1-888-495-8501.

**For more information and to learn more, [click here.](#)**