

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

JUNE 11, 2014

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

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

OPERATIONAL STRATEGIES (CAO/Staff)

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, June 11, 2014
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the May 13, 2014 Regular Council Meeting	7
DELEGATIONS:	4.	a) Randy Affolder, Assessor (11:00 a.m.)	27
		b) S/Sgt. Peter Pilgrim, High Level RCMP (11:30 a.m.)	33
		c) Nancy Friebel – Knelsen’s Gravel Pit Development (2:00 p.m.)	
GENERAL REPORTS:	5.	a) CAO Report	43
		b) Minutes of the April 17, 2014 Finance Committee Meeting	51
		c) Municipal Planning Commission Meeting Minutes	59
		d) Community Sustainability Committee Meeting Minutes	123
TENDERS:	6.	a) Request for Quotation Bridge File – 81125	127
		b) Request for Quotation – Cracksealing (RFQ-CS014) (Closing at 12:00 p.m.)	129
		c) Request for Quotation – Line Painting (RFQ-	131

LP014) (Closing at 1:30 p.m.)

- d) 2014 Wheel Loader Tender (Closing at 1:30 p.m.) 133
- e) High Level Golf Course Road – Granular Base Course, Asphalt Concrete Pavement and Other Work (Closing at 4:00 p.m.) 135
- f) Heritage Road (Township Road 106-0) – Grading, Granular Base Course, Asphalt Concrete Pavement and Other Work (Closing at 4:00 p.m.) 137

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

- 7. a) Bylaw 941-14 Land Use Bylaw Amendment to Rezone Several Recreational Areas to Recreation 2 District “REC2” 139
- b) Bylaw 955-14 Land Use Bylaw Amendment to Rezone Part of Plan 962 1175, Block 1, lot 5 (PT. of SE 16-109-14-W5M) from Agricultural District ‘A’ to Residential Condominium District ‘RCD’. (Rocky Lane) 155

COMMUNITY SERVICES:

- 8. a)
- b)

ENVIRONMENTAL SERVICES:

- 9. a) Bylaw 959-14 Amending Bylaw 455-04 being a Bylaw respecting the Water and Sewer System – 94 Avenue Sewer Connection Fee Bylaw 165
- b)

OPERATIONS:

- 10. a) Budget Amendment – Oil Dust Control 171
- b) Disposal of Assets – Seniors Bus (Unit #1038) 175
- c) Clarification of Policy FIN018 – Lakeside Estates 177
- d) Mackenzie Regional Waste Management Commission – White Goods Tipping Fee 183
- e)

		f)		
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 962-14 Land Use Bylaw Amendment to Add "Auction Mart" to Rural Light Industrial "R11" and Rural General Industrial "R12"	187
		b)	Bylaw 963-14 Land Use Bylaw Amendment to Grant Height Variance Authority to the Municipal Planning Commission	193
		c)	Bylaw 964-14 Land Use Bylaw Amendment to Rezone Part of the West half of NW 24-107-14-W5M from Agricultural "A" to Rural Light Industrial District "R11"(Blumenort Corner)	197
		d)	Foothills Developments	203
		e)	North West Bio-Industrial Project	209
		f)	Minimum Lot Size/Third Parcel Out in Agricultural Zoning District	219
		g)	Council Committee Terms of Reference Revisions	223
		h)		
		i)		
FINANCE:	12.	a)	Buffalo Head Prairie Skate Shack Funding	231
		b)	Financial Reports – January 1 to April 30, 2014	235
		c)		
		d)		
ADMINISTRATION:	13.	a)	Policy ADM052 Electronic Access & Acceptable Use Policy	249
		b)	Agricultural Service Board Member-at-Large Vacancy	263
		c)	Tri-Council Branding Options (to be presented at	

the meeting)

d)

e)

INFORMATION / 14. a) Information/Correspondence 265
CORRESPONDENCE:

IN CAMERA 15. a) Legal
SESSION: • Mustus Energy Agreement
• Winter Petroleum (tax recovery)

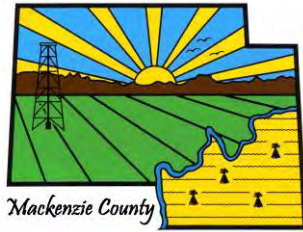
b) Labour

c) Land

NOTICE OF MOTION: 16. Notices of Motion

NEXT MEETING 17. a) Regular Council Meeting
DATES: Monday, June 23, 2014
1:00 p.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 18. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the May 13, 2014 Regular Council Meeting

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

That the minutes of the May 13, 2014 Regular Council meeting be adopted as presented.

Author: C. Gabriel **Review by:** _____ **CAO** _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 13, 2014
10:00 a.m.**

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

- PRESENT:** Bill Neufeld Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Elmer Derksen Councillor
Eric Jorgensen Councillor
Josh Knelsen Councillor
Ricky Paul Councillor
Lisa Wardley Councillor
- REGRETS:** Walter Sarapuk Deputy Reeve
John W. Driedger Councillor
- ADMINISTRATION:** Joulia Whittleton Chief Administrative Officer
Ron Pelensky Director of Community Services & Operations
John Klassen Director of Environmental Services &
Operations
Mark Schonken Interim Director of Finance
Byron Peters Director of Planning & Development
Carol Gabriel Manager of Legislative & Support Services
- ALSO PRESENT:** Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on May 13, 2014 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:24 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 14-05-308 MOVED by Councillor Derksen

That the agenda be approved with the following additions:

- 8. b) Bylaw 961-14 Fee Schedule Bylaw
- 13. d) Mobile Diabetic Screening Initiative (MDSI)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the April 28, 2014 Regular Council Meeting

MOTION 14-05-309

MOVED by Councillor Bateman

That the minutes of the April 28, 2014 Regular Council meeting be adopted as presented.

CARRIED

GENERAL REPORTS:

5. a) CAO Report

MOTION 14-05-310

MOVED by Councillor Bateman

That the CAO Report for April 2014 be accepted for information

CARRIED

**COMMUNITY
SERVICES:**

8. a) Bylaw 956-14 Off Highway Vehicles Bylaw – La Crete and Bylaw 958-14 Off Highway Vehicles Bylaw – Fort Vermilion

MOTION 14-05-311

MOVED by Councillor Braun

That third and final reading be given to Bylaw 956-14 being the Off Highway Vehicles Bylaw for the Hamlet of La Crete.

Councillor Derksen requested a recorded vote.

In Favor

Councillor Paul
Councillor Wardley
Reeve Neufeld
Councillor Jorgensen
Councillor Knelsen
Councillor Bateman
Councillor Braun

Opposed

Councillor Derksen

CARRIED

MOTION 14-05-312

MOVED by Councillor Wardley

That first reading be given to Bylaw 958-14 being the Off

Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

MOTION 14-05-313

MOVED by Councillor Bateman

That second reading be given to Bylaw 958-14 being the Off Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

MOTION 14-05-314

Requires Unanimous

MOVED by Councillor Paul

That consideration be given to go to third reading of Bylaw 958-14 being the Off Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED UNANIMOUSLY

MOTION 14-05-315

MOVED by Councillor Jorgensen

That third reading be given to Bylaw 958-14 being the Off Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

**COMMUNITY
SERVICES:**

8. b) Bylaw 961-14 Fee Schedule Bylaw (ADDITION)

MOTION 14-05-316

Requires Unanimous

MOVED by Councillor Wardley

That first reading be given to Bylaw 961-14 being the Fee Schedule Bylaw.

CARRIED UNANIMOUSLY

MOTION 14-05-317

Requires Unanimous

MOVED by Councillor Braun

That second reading be given to Bylaw 961-14 being the Fee Schedule Bylaw.

CARRIED UNANIMOUSLY

MOTION 14-05-318

Requires Unanimous

MOVED by Councillor Jorgensen

That consideration be given to go to third reading of Bylaw 961-

14 being the Fee Schedule Bylaw at this meeting.

CARRIED UNANIMOUSLY

MOTION 14-05-319

Requires Unanimous

MOVED by Councillor Knelsen

That third reading be given to Bylaw 961-14 being the Fee Schedule Bylaw.

CARRIED UNANIMOUSLY

ENVIROMENTAL SERVICES:

9. a) None

OPERATIONS:

10. a) Disposal of Assets – Seniors Bus (Unit #1038)

MOTION 14-05-320

MOVED by Councillor Derksen

That Mackenzie County donates the previous senior's bus (Unit #1038) "as is where is" to Wheels in Motion (a local nonprofit organization) which in turn releases the County from any further obligations regarding operations and maintenance of the said unit.

DEFEATED

MOTION 14-05-321

MOVED by Councillor Wardley

That Mackenzie County donates the previous senior's bus (Unit #1038) "as is where is" to a local nonprofit organization which in turn releases the County from any further obligations regarding operations and maintenance of the said unit and that administration advertise an expression of interest.

CARRIED

Reeve Neufeld recessed the meeting at 11:05 a.m. and reconvened the meeting 11:16 a.m.

OPERATIONS:

10. b) Additional Access Request – Lot-11, BLK-2, PLN 142 0720 (Plumbin' Joe's)

MOTION 14-05-322

MOVED by Councillor Bateman

That the request for additional accesses to Lot-11, BLK-2, PLN 142 0720 (Plumbin' Joe's) be approved with the following

conditions:

- a) That all additional accesses cannot exceed the maximum width as per Policy PW039.
- b) That there is a minimum one (1) meter separation between the sloped ends of the culverts to provide an operational and maintenance area.

CARRIED

OPERATIONS:

10. c) County Applied Dust Control

MOTION 14-05-323

MOVED by Councillor Braun

That County applied dust control be considered on the additional area in La Crete utilizing an oil product, as discussed, and that administration investigate the cost per mile.

CARRIED

MOTION 14-05-324

MOVED by Councillor Wardley

That the County applied dust control areas for 2014 be approved as amended with additional intersection treatments on the route to Machesis Lake.

CARRIED

DELEGATIONS:

4. a) George Fehr, ATCO – Brushing and Vegetation Management (Bylaw 953-14)

Presentation by George Fehr, ATCO Area Supervisor – High Level, regarding ATCO's brushing and vegetation management.

OPERATIONS:

10. d) Intersection Lighting (Hwy 697 and Blumenort Road)

MOTION 14-05-325

MOVED by Councillor Bateman

That a letter be sent to Alberta Transportation requesting that the intersection of Highway 697 and Blumenort Road be illuminated as it is dangerous for the school buses to turn during foggy and low light conditions.

CARRIED

PLANNING &

11. b) Bylaw 955-14 Land Use Bylaw Amendment to

DEVELOPMENT: **Rezone Part of Plan 962 1175, Block 1, lot 5 (PT. of SE 16-109-14-W5M) from Agricultural District 'A' to Residential Condominium District 'RCD'. (Rocky Lane)**

MOTION 14-05-326 **MOVED** by Councillor Knelsen

That first reading be given to Bylaw 955-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District "RCD", subject to public hearing input.

CARRIED

PLANNING & DEVELOPMENT: **11. c) Policy DEV006 Antenna System Siting**

MOTION 14-05-327 **MOVED** by Councillor Braun

That Policy DEV006 Antenna System Siting be approved as AMENDED.

CARRIED

Reeve Neufeld recessed the meeting at 11:58 a.m. and reconvened the meeting at 12:32 p.m.

ADMINISTRATION: **13. a) AR 263/2005, Community Aggregate Payment Levy Regulation**

Councillor Bateman declared herself in conflict of interest and left the meeting at 12:33 p.m.

MOTION 14-05-328 **MOVED** by Councillor Wardley

That a letter be sent to Municipal Affairs requesting a reassessment and revision of the maximum levy rate of \$0.25 per tonne established under Alberta Regulation 263/2005, Community Aggregate Payment Levy Regulation.

CARRIED

Councillor Bateman rejoined the meeting at 12:39 p.m.

PLANNING & **11. a) Bylaw 953-14 Land Use Bylaw Amendments Add**

DEVELOPMENT: **Regulation to Flood Prone Lands and Landscaping, Screening or Sound Barriers, Definition of Garden Suite and Change the Minimum Lot Size in Agricultural “A”**

MOTION 14-05-329 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 953-14 being a Land Use Bylaw Amendment to add regulation to Sections 7.1 and 7.29, and to revise the definition of “GARDEN SUITE”, subject to public hearing input.

CARRIED

MOTION 14-05-330 **MOVED** by Councillor Jorgensen

That the minimum lot size in agricultural districts be TABLED to the June 11, 2014 council meeting.

CARRIED

FINANCE: **12. d) Financial Reports – January 1 to March 31, 2014**

MOTION 14-05-331 **MOVED** by Councillor Bateman

That the financial reports for the period, January 1 – March 31, 2014, be accepted for information.

CARRIED

FINANCE: **12. c) Policy FIN028 Credit Card Use**

MOTION 14-05-332 **MOVED** by Councillor Wardley

That Policy FIN028 Credit Card Use be amended as presented.

CARRIED

ADMINISTRATION: **13. b) Council Meeting Dates**

MOTION 14-05-333 **MOVED** by Councillor Wardley

That the following Council meeting dates be changed:

- July 17, 2014 – change to July 14, 2014
- September 9, 2014 – change to September 8, 2014

CARRIED

ADMINISTRATION: 13. c) Member at Large Appointment

MOTION 14-05-334 MOVED by Councillor Bateman

That Jerry Chomiak be appointed as a Member at Large to the Assessment Review Board for the remainder of a two year term ending October 2016.

CARRIED

MOTION 14-05-335 MOVED by Councillor Wardley

That Jerry Chomiak be appointed as a Member at Large to the Subdivision and Development Appeal Board and the Inter-municipal Subdivision and Development Appeal Board for the remainder of a one year term ending October 2014.

CARRIED

PUBLIC HEARING: 7. a) Bylaw 936-14 Municipal Development Plan Amendment

Reeve Neufeld called the public hearing for Bylaw 936-14 to order at 1:00 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 936-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Municipal Development Plan Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on February 11, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Municipal Development Plan Amendment. Discussion was held regarding adding a comment under 2. c) for utility setbacks. These details are generally within the Land Use Bylaw would not have a significant impact in the Municipal Development Plan.

Reeve Neufeld asked if any submissions were received in

regards to proposed Bylaw 936-14. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 936-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 936-14 at 1:04 p.m.

MOTION 14-05-336

MOVED by Councillor Braun

That second reading be given to Bylaw 936-14 being a Municipal Development Plan amendment to amend the Municipal Development Plan Bylaw (735-09) sections 3.25 and 4.22.

CARRIED

MOTION 14-05-337

MOVED by Councillor Knelsen

That third reading be given to Bylaw 936-14 being a Municipal Development Plan amendment to amend the Municipal Development Plan Bylaw (735-09) sections 3.25 and 4.22.

CARRIED

PUBLIC HEARING:

7. b) Bylaw 949-14 Land Use Bylaw Amendment to Rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M (Part of Phase 5 & all of Phase 6) from Hamlet Residential District 1A "HR1A" and Hamlet Residential 1 "HR1" to Hamlet Residential District 2 "HR2" (La Crete)

Reeve Neufeld called the public hearing for Bylaw 949-14 to order at 1:04 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 936-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was

given on April 8, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment. A question was asked if manufactured homes was the only difference under the proposed zoning. HR1A allows single family houses without a garage, and HR1 allows a mixture of developments.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 949-14. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 949-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 949-14 at 1:08 p.m.

MOTION 14-05-338

MOVED by Councillor Knelsen

That second reading be given to Bylaw 949-14 being a Land Use Bylaw Amendment to rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M from Hamlet Residential District 1A "HR1A" and Hamlet Residential 1 "HR1" to Hamlet Residential District 2 "HR2" to accommodate Multi – Family type dwellings.

CARRIED

MOTION 14-05-339

MOVED by Councillor Derksen

That third reading be given to Bylaw 949-14 being a Land Use Bylaw Amendment to rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M from Hamlet Residential District 1A "HR1A" and Hamlet Residential 1 "HR1" to Hamlet Residential District 2 "HR2" to accommodate Multi – Family type dwellings.

CARRIED

PUBLIC HEARING:

7. c) Bylaw 950-14 Land Use Bylaw Amendment to Rezone Part of SW 9-106-15-W5M from Hamlet Residential District 1A "HR1A" and Hamlet Residential 1 "HR1" to Hamlet Residential District 2 "HR2" (La Crete)

Reeve Neufeld called the public hearing for Bylaw 950-14 to order at 1:09 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 950-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on April 8, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment. A question was asked if this allows a small shack without a garage to be built beside the current homes. It would be allowed as a discretionary use only and then adjacent landowners get notified. Discussion was held regarding leaving a transition area at the current zoning to be fair to the current residents. Discussion was held regarding putting in a tree barrier for owners along 110th. A comment was made that 100th Avenue would be a racetrack if it was a thoroughfare. A question was asked if the developer was proposing to move forward this year – the developer is proceeding with a portion this year.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 950-14. One written submission was received in opposition to the proposed Bylaw from Peter and Annie Driedger (a copy of the letter is attached).

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 950-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 950-14 at 1:20 p.m.

Councillor Jorgensen left the meeting at 1:26 p.m.

MOTION 14-05-340

MOVED by Councillor Wardley

That second reading be given to Bylaw 950-14, being a Land Use Bylaw Amendment to rezone the remainder of SW 9-106-

15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development as AMENDED with the exclusion of a buffer area behind the current homes.

CARRIED

MOTION 14-05-341

MOVED by Councillor Paul

That third reading be given to Bylaw 950-14, being a Land Use Bylaw Amendment to rezone the remainder of SW 9-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development.

CARRIED

TENDERS:

6. b) Fort Vermilion and La Crete Streets – 2014 Graded Aggregate Seal Coat and Other Work

MOTION 14-05-342

MOVED by Councillor Wardley

That the Fort Vermilion and La Crete Streets – 2014 Graded Aggregate Seal Coat and Other Work tenders be opened.

CARRIED

Tenders Received:

	Schedule A (FV)	Schedule B (LC)
West Can Seal Coat	\$191,014.20	\$198,990.60 \$ 7,560.00 \$206,550.60
ACP	\$231,967.60	\$241,963.40

MOTION 14-05-343

MOVED by Councillor Braun

That the Fort Vermilion and La Crete Streets – 2014 Graded Aggregate Seal Coat and Other Work tender be awarded to the lowest qualified tender subject to being within budget.

CARRIED

TENDERS: 6. c) **Hamlet of Fort Vermilion Road Improvements – 2014 Road Restoration & Asphalt Overlays – 45th Street – 46th Avenue to Highway 88**

MOTION 14-05-344 **MOVED** by Councillor Bateman

That the Hamlet of Fort Vermilion Road Improvements – 2014 Road Restoration & Overlays 45th Street – 46th Avenue to Highway 88 tenders be opened.

CARRIED

Tenders Received:

Ruel Bros. \$489,865.00
Knelsen Sand & Gravel \$325,035.00

MOTION 14-05-345 **MOVED** by Councillor Derksen

That the Hamlet of Fort Vermilion Road Improvements – 2014 Road Restoration & Overlays 45th Street – 46th Avenue to Highway 88 tender be awarded to the lowest qualified tender subject to being within budget.

CARRIED

TENDERS: 6. a) **2014 Regravelling Program**

Councillor Bateman declared herself in conflict of interest and left the meeting at 1:40 p.m.

MOTION 14-05-346 **MOVED** by Councillor Wardley

That the 2014 Regravelling Program Tenders be opened.

CARRIED

Tenders Received:

	Schedule A	Schedule B	Schedule C	Schedule D	Schedule E
Bateman Petroleum	\$213,500.00	\$396,000.00	\$990,000.00		
Knelsen	\$247,170.00	\$176,640.00	\$236,400.00	\$26,880.00	\$375,000.00

Reeve Neufeld recessed the meeting at 1:48 p.m. and reconvened the meeting at 2:04 p.m.

Councillor Bateman and Councillor Jorgensen rejoined the meeting at 2:04 p.m.

FINANCE:

12. a) Bylaw 957-14 Honorariums and Expense Reimbursement

MOTION 14-05-347
Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 957-14 being the honorariums and expense bylaw for Mackenzie County as AMENDED.

CARRIED

MOTION 14-05-348
Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 957-14 being the honorariums and expense bylaw for Mackenzie County.

CARRIED

MOTION 14-05-349
Requires Unanimous

MOVED by Councillor Knelsen

That consideration be given to go to third reading of Bylaw 957-14 being the honorariums and expense bylaw for Mackenzie County at this meeting.

CARRIED UNANIMOUSLY

MOTION 14-05-350
Requires 2/3

MOVED by Councillor Derksen

That third and final reading be given to Bylaw 957-14 being the honorariums and expense bylaw for Mackenzie County.

CARRIED

FINANCE:

12. b) Policy ADM033 Personal Vehicle Allowance Rate Structure

MOTION 14-05-351

MOVED by Councillor Wardley

That Policy ADM033 Personal Vehicle Allowance Rate Structure be amended as presented.

CARRIED

**ADMINISTRATION: 13. d) Mobile Diabetic Screening Initiative (MDSI)
(ADDITION)**

MOTION 14-05-352

Requires Unanimous

MOVED by Councillor Jorgensen

That a letter be sent to the Minister of Health and Alberta Health Services requesting their support for the Mobile Diabetic Screening Initiative (MDSI).

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 2:38 p.m. and reconvened the meeting at 2:48 p.m.

Councillor Bateman declared herself in conflict and left the meeting at 2:48 p.m.

MOTION 14-05-353

MOVED by Councillor Knelsen

That the 2014 Regravelling Program Tenders be awarded to the lowest qualified tender (Schedule A – Bateman Petroleum, Schedule B-E – Knelsen Sand & Gravel).

CARRIED

MOTION 14-05-354

MOVED by Councillor Paul

That Council move in-camera at 2:51 p.m. to discuss detailed unit prices of the regravelling tender.

CARRIED

MOTION 14-05-355

MOVED by Councillor Wardley

That Council move out of camera at 2:58 p.m.

CARRIED

Councillor Bateman rejoined the meeting at 2:59 p.m.

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 14-05-356

MOVED by Councillor Wardley

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

CARRIED

MOTION 14-05-357

MOVED by Councillor Derksen

That the August 5, 2014 regular council meeting be moved to August 6, 2014.

CARRIED UNANIMOUSLY

IN-CAMERA SESSION:

MOTION 14-05-358

MOVED by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:03 p.m.

15. a) Legal

15. b) Labour

15. c) Land

CARRIED

MOTION 14-05-359

MOVED by Councillor Jorgensen

That Council move out of camera at 3:11 p.m.

CARRIED

15. a) Legal – Mustus Energy Agreement

MOTION 14-05-360

MOVED by Councillor Knelsen

That the Mustus Energy agreement be TABLED to the next meeting.

CARRIED

15. a) Legal – Town of Rainbow Lake Revenue Sharing Agreement

MOTION 14-05-361

Requires 2/3

MOVED by Councillor Bateman

That the request from the Town of Rainbow Lake to amend the

Revenue Sharing Agreement, to recognize \$796,400.00 as a minimum amount, be approved and that administration prepare the documentation for signature.

CARRIED

NOTICES OF MOTION: 16. a) None

**NEXT MEETING DATES: 17. a) Regular Council Meeting
Wednesday, June 11, 2014
10:00 a.m.
Fort Vermilion Council Chambers**

ADJOURNMENT: 18. a) Adjournment

MOTION 14-05-362 MOVED by Councillor Jorgensen
That the council meeting be adjourned at 3:14 p.m.

CARRIED

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

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED

From. **P.W. OR A. DRIEDGER**
La Crete, Alberta
T0H 2H0

M. County
Fax 780 927 4266

May 3 / 14

To - Planner

Thank-you for your time to consider our input.
As an adjacent land owner;

- ① We want to trust that you'll consider how messy rental units can be. Right now there are some existing apartments in Fabrite that look like? Filthy; Take a look you selves. This would make a big impact on our resale value. When we built our house this was zoned for Res. Houses Right? why must this be in consideration to be changed? If this idea passes will regret ever building our house here. We would further like to stress that we are almost surrounded with the 55 plus units already, as it is.
- ② With all the Grand Children and Great Grand Children visiting their Elder Parents, a Playground is a must in this Area. But at least with the 55 Plus. units its neat and tidy.
- ③ But I can't see the 100 Ave being connected with other Roads. To many children. High risk for accidents with children. I've been watching. That's a big concern to a lot of these Residents, and our selves.

Our intention was not meant to be rude
Submitted with caring Love / Thank for your Time

Peter & Annie Driedger
Res. 9934 - 110 ST



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	DELEGATION Randy Affolder, Alliance Assessment

BACKGROUND / PROPOSAL:

Randy Affolder from Alliance Assessment (County Assessor) will be present to report on the following:

- Assessment Valuation Standards
- Growth/Inflation Reports
- Sales & Market Locations
- New Garage Assessments/New Commercial Shops
- Open House Update & Q&A

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

Author: C. Gabriel Reviewed by: _____ CAO _____

RECOMMENDED ACTION:

That the assessment report by Randy Affolder, Alliance Assessment, be received for information.

Author: _____ Reviewed by: _____ CAO _____

Alliance Assessment Consultants Ltd.

Presentation for Council June 11, 2014

Items to be discussed:

- 1) Assessment Valuation Standards**
- 2) Growth/Inflation Reports**
- 3) Sales & Market Locations**
- 4) New Garage Assessments/New Commercial Shops**
- 5) Open House Update & Q&A**

Prepared & Presented by: Randy Affolder; A.M.A.A.

1) Assessment Valuation Standards

The legislated valuation standards for all properties are as follows:

*Residential/Commercial/Industrial: Market Value

*Farmland: Clearing/Productivity of Land

Machinery and Equipment: Regulated Rates

Linear (done by DMS): Regulated rates

*Being we are mass appraisers we are allowed to be 5%+/- of market value

**For farmland ¼'s that have a residence we assign 3 acres at market value

2) Growth/Inflation Reports

Summary of Main Code:

Code	Desc.	Land 2012	Land 2013	Land % Diff	Land \$ Diff	Imp. 2012	Imp.	Imp. Dir	Imp.\$ Diff	Total 2012	Total 2013	% Diff	\$ Diff	Reason
101	Farm/Res	29846900	37582260	25.9	7735360	96793310	104873770	8.3	8080460	126640210	142456030	12.5	15815820	Land+
102	Res/Imp	72783010	90349320	24.1	17566310	274685520	315048450	14.7	40362930	347468530	405397770	16.7	57929240	Land+
103	Vacant Res.	4899790	6195550	26.4	1295760	0	0		0	4899790	6195550	26.4	1295760	Land+
104	Res/Imp/Nil Ra	108800	141110	29.7	32310	751000	483570	-35.6	-267430	859800	624680	-27.3	-235120	Land+
105	Vacant Res. H	10226940	9240360	-9.6	-986580	0	0		0	10226940	9240360	-9.6	-986580	New Const.
151	Farmland	42183150	43444680	3	1261530	0	0		0	42183150	43444680	3	1261530	Not to Pat
202	Com. Imp Site	14461730	16200510	12	1738780	109355290	99406020	-9.1	-9949270	123817020	115606530	-6.6	-8210490	Nova Camp
203	Ind. Imp. Site	3098430	3501650	13	403220	7138010	12397240	73.7	5259230	10236440	15898890	55.3	5662450	New Const.
252	Com. Vacant	661670	538670	-18.6	-123000	0	0		0	661670	538670	-18.6	-123000	Bldg's added
253	Ind. Vacant	1097300	1265620	15.3	168320	0	0		0	1097300	1265620	15.3	168320	New Lots
255	Com. Vacant H	4906530	5761980	17.4	855450	0	0		0	4906530	5761980	17.4	855450	New Lots
256	Ind. Vacant Ha	1820670	2749470	51	928800	0	0		0	1820670	2749470	51	928800	New Lots
401	Proc. Man. Bld	105810	106930	1.1	1120	92120800	101739480	10.4	9618680	92226610	101846410	10.4	9619800	Ainsworth
402	Mach. & Equip	0	0		0	340209990	431490570	26.8	91280580	340209990	431490570	26.8	91280580	Ainsworth

Full Reports are attached

3) Sales & Market Locations

In order to value the properties every year in the County we have different market location zones, the further you go from La Crete/High Level the lower the value. As for the hamlets we organize these market locations by way of new neighborhoods vs. old, and the different dwelling types i.e. trailers vs. houses.

We then download all the sales from land titles and conduct a review of what the sales show by these location codes. Our legislated valuation date is July 1st of the previous year so enclosed are all the land title changes for vacant and improved properties from July 1 2012 through to June 30 2013 in the County. We then sort from used sales and un-used sales as mentioned earlier farmland is not based on market value so any farm sales are not used in our analysis. We then must verify the sales by way of inspection or a call the vender and/or purchaser to decide if the sale was “arm’s length” and usable or if we code it not used in our analysis.

We then used the “good sales” to mass appraise all properties within the market location, the sales will determine the increase/decrease in all the properties within the market location.

These sales showed a major increase in land values all across the County but mostly in and around La Crete. High Level also experienced increase no seen since Ainsworth was shut-in, so it is back on the progressive side.

We increased services increased/decreased values and % values to market locations as follows as per enclosed spreadsheet.

We increase/decreased overall % values to market locations as per enclosed spreadsheet.

4) New Garage Assessments/New Commercial Shops/June Inspections

As we discussed last year, Alliance, Compass (your previous contract company) and Municipal Affairs as well as other assessors/Municipalities in the Province have previously ignored garages located at farm sites, this goes back well over twenty years and the legislation has not changed.

So we inspected and added all these garages used for personnel use as well as shops/garages used for commercial use south of the river (except 106-15 and a portion of 105-15). This year we will finish the entire County and get things corrected as they should have been years ago.

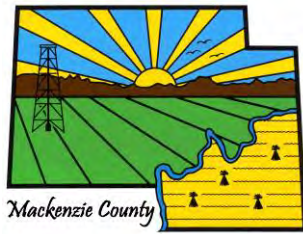
As all is aware this has created some havoc with a small % of ratepayers, and after we add the rest next year we are prepared to a similar response. I actually expected more phone calls and more angry people than what we had, most ratepayers understand after I explained during the inspection and the ones that called in.

After this two year cycle thing will return back to normal and all is more fair and equitable with other rate payers that have been assessed since day one namely La Crete and Fort Vermillion.

I have booked numerous appointments over the month of June for any one that has requested a re-inspection.

5) Open House Update & Q&A

Verbal discussion



MACKENZIE COUNTY REQUEST FOR DECISION

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

BACKGROUND / PROPOSAL:

S/Sgt. Peter Pilgrim will be present to provide an update on the region's crime statistics.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed by: _____ CAO _____



HIGH LEVEL-MACKENZIE REGION CRIME REDUCTION MONTHLY REPORT

APRIL 2014

Drugs and Organized Crime Enforcement

2014-04-15 – CRU members conducted a controlled substance investigation at the High Level Public School. One youth was found in possession of marihuana individually packaged consistent with drug trafficking activity. Approximately 20 single doses of marihuana was seized with an approximate street value of \$400. A young male was arrested and charged with possession of a controlled substance for the purpose of trafficking.

2014-04-23 – CRU members conducted an investigation involving a shipment of cocaine destined for High Level. A High Level resident (Selma HABITANT) was located in a vehicle. As a result of the investigation 5 ounces of crack cocaine was seized totaling approximately 280 single doses with an approximate street value of \$14,000. A charge was laid for possession of a controlled substance for the purpose of trafficking.

2014-04-30 – CRU members assisted with the execution of a search warrant at a residence in Meander River where a minor grow operation was found inside. A small amount of marihuana was seized. Two adults were arrested at the time. Charges are under consideration at this time.

*** CRU members have been involved in follow up investigative efforts from prior searches as well as disclosure requests for ongoing drug charge matters.

Traffic and Enhanced Visibility Enforcement

2014-04-02 – Cst. RHODENIZER conducted a patrol on the Zama Access Road, Highway 35 North of High Level, and Highway 58 West of High Level. 4 violations were issued for speeding.

2014-04-03 – Cst. RHODENIZER conducted a patrol on Highway 58 East of High Level. 8 violations were issued for speeding, 2 violations for failing to stop at a stop sign.

2014-04-10 – Cst. RHODENIZER conducted a patrol on Highway 35 North of High Level as well as the Zama Access road. Six violations were issued for speeding.



2014-04-14 – Cst. RHODENIZER conducted a patrol on Highway 35 North of High Level and in the town of High Level. 3 violations were issued for speed, one for displaying a license plate from another vehicle.

ZAMA increased presence patrols: Cst. RHODENIZER attended Zama on April 2, 10, and 14. During one of patrols enquiries were conducted pertaining to damage and theft from a vehicle.

Offender Management

There remain 5 offenders in the habitual offender management program. These people are monitored by under the leadership of CRU.

Liquor/Substance Enforcement

CRU members have been involved in five liquor investigations this month resulting in charges.

General Notes

During this month, a significant amount of cocaine was seized. Investigative efforts this month was down slightly with one CRU member away on leave for a week and due to the move from the old detachment to the new detachment.

Further efforts are under way to advance ongoing drug investigations. One CRU member is also assisting with recent property crime investigations in Zama City.

PREPARED BY: Sgt. M. WIELGOSZ – Ops NCO High Level Detachment

APPROVED BY: S/Sgt. P. PILGRIM – NCO i/c High Level Detachment

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	1	0	1	1	0	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	11	0	11	11	0	100.0%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	1	0	1	1	0	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	1	0	100.0%
	14	0	14	14	0	100.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	0	1	100.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	0	0.0%
	2	0	2	0	1	50.0%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or recognizance / direction in remand order	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0030 Suspicious Person/ Vehicle/ Property	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	20	0	20	17	1	90.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/04/01 to 2014/04/30

Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0336 Mental Health Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3066 Victim Services Offered - Declined	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	1	0	0	1	0.0%
	1	1	0	0	1	0.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2131 0101 Theft of truck	1	0	1	0	0	0.0%
2131 0105 Theft of other motor vehicle	1	0	1	0	0	0.0%
	2	0	2	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/04/01 to 2014/04/30

Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0170 J,K,B & M Div Only - False/Abandoned 911 Call	9	0	9	0	0	0.0%
	9	0	9	0	0	0.0%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	20	1	19	0	2	10.5%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	24	0	24	23	0	95.8%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	1	0	1	0	0	0.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	0	0	0.0%
	26	0	26	23	0	88.5%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	0	0	0	0	1	0.0%
	0	0	0	0	1	0.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	1	0	1	0	1	100.0%
8999 3066 Victim Services Offered - Declined	1	0	1	0	1	100.0%
	2	0	2	0	2	100.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1430 0010 Assault	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

All codes

Occurrence Stats (All Violations)

Mayor's Report
From 2014/04/01 to 2014/04/30

Violation group - Crimes Against Property - Theft over \$5000.00	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
2130 0005 Other theft over \$5000	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities	Reported	Unfounded	Actual	Clearance		
8550 0170 J,K,B & M Div Only - False/Abandoned 911 Call	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Totals	Reported	Unfounded	Actual	Clearance		
	34	0	34	23	4	79.4%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/04/01 to 2014/04/30

Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	3	0	3	3	0	100.0%
	3	0	3	3	0	100.0%
Totals	3	0	3	3	0	100.0%



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and Director reports are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed by: _____ CAO _____

Mackenzie County

Monthly CAO Report to Council – May 2014

This report provides highlights on some completed or ongoing initiatives:

1. **Strategic Priorities Chart** – Administration is working on the identified initiatives/priorities. Administration will provide an updated chart at June 23rd meeting.
2. **Regional Sustainability Study** – The last meeting was held on May 22nd. The Committee reviewed various options and discussed pros and cons of each. The Committee narrowed their preferred options to three options and directed the consultant to provide a more detailed analysis of each of these three options.
3. **Regional Housing Needs Assessment** – Prepared RFP for this study and coordinated a review of it by the Mackenzie Regional Municipalities Committee. We received five proposals which were reviewed on June 4th by the Committee. The Committee authorized the two housing CAOs to review the top three proposals and award to the most suitable proponent.
4. **Mackenzie Emergency Management Agency** – the third meeting will be scheduled end of May or early June; communications and shelters will be discussed.
5. **Master Drainage Plan** – The existing LiDar data was acquired and is now in our possession. Please note about 2/3 of the requested data was available and the area of the remaining 1/3rd will be flown this spring. Buffalo Head Drainage – the hydrological study is in progress; we have received the preliminary design documents.
6. **Agricultural Fair** – The Fair will take place on August 8 & 9. This initiative is progressing well.
7. **2013 Annual Report** – administration has been working on the annual report and it will be available for public viewing prior to the first ratepayers meeting.
8. **2014 Tax Rate Bylaw** – The taxation and assessment notices were mailed on May 8, 2014.
9. **Build Canada Fund** – we received notifications about this funding program, although there are a few unknowns at this time, there are some unfavorable changes in the program from that of the last round. Administration has introduced a few projects into the 2014 budget as per prior Council motions and we will continue monitoring the BCF developments to assure timely applications submitted.
10. **Mustus Power Purchase Agreement** – in progress, a discussion paper will be presented to Council at the June 11th meeting.
11. **2014 Capital Projects Program** – the program is underway; a few tenders were opened at May 13th meeting and the work has now been awarded; additional tender openings will take place at June 11th meeting. Please refer to the capital project progress report in June 11th council package.

12. **Road Use Agreements** – administration is reviewing the existing policies and agreements and will be bringing a recommendation to Council in the near future.

13. **Community Sustainability Committee** – The committee is working on revising the plan and the implementation schedule for review by Council. On the administrative side, the planning and development department is taking the lead on this initiative.

I've attended the Leading the North conference and FCM conference during May 27 – June 2.

I also would like to take this opportunity to thank Councillors for your support and team work, and staff for their hard work, dedication and team work.

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

Respectfully submitted,
Joulia Whittleton

MONTHLY REPORT TO THE CAO

For the Month of May, 2014

From: John Klassen
Director of Environmental Services & Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	<ul style="list-style-type: none"> - Calcium dust control is complete. - 95 applications which is up slightly from last year. - Crack sealing RFP to close June 11th. - Line painting RFP to close June 11th. - Oil dust control to be presented to Council on June 11th.
Drainage	Ongoing	Completed a tour with a representative from the DRP to assess the damage from spring of 2013.
Disposal of assets	June	Previous seniors' bus requests to be reviewed at Council on June 11 th .
Strategic Priorities	Ongoing	<ol style="list-style-type: none"> 1) <i>LC Water Source Review (Omni Report)</i> – Presented to PW's Committee on March 25, 2014 2) <i>Rural Water</i> – In progress.

Capital Projects

Projects	Timeline	Comments
Bridge Repairs	Ongoing	The temporary bridge is currently being constructed and due to the Fisheries Act cannot be installed between April 16 th and July 15 th . RFQ to close on June 9 th and presented to Council on the 11 th .
Loader Purchase	June	Tender to close on June 11 th at Council meeting.

La Crete Street Projects	Summer 2014	Atco needs to install the street lights.
Grader Tender	Feb 2014	Purchase agreements have been signed. Units will be delivered sometime in September.
88 Connector	July 2014	Phase II – Cleanup has begun.
La Crete Lagoon Upgrade	2013/2014	Contractor is in the process of drying the access road and berms.
FV-43 rd Ave Water & Sewer Project	Summer 2014	Startup meeting was held on May 20 th .
2014 Projects	May to Oct, 2014	<ul style="list-style-type: none"> - South access reconstruction design - Preparing Spruce Rd RFP - 100 St traffic light, design stage - 50th St FV water & sewer, designing - Lakeside Estates walking trail and street lights - Working with MARRA on the water & sewer servicing project

Personnel Update:

Summer staff has been hired.

La Crete Public Works department is still searching for equipment operators.

Other Comments:

Respectfully;

John Klassen
 Director of Environmental Services & Operations
 Mackenzie County

MONTHLY REPORT TO THE CAO

For the month of May 2014

From: Byron Peters
Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Completed. Waiting for province to initiate the actual LUF process for the LPRP. Allegedly will begin this fall.
Community Infrastructure Master Plans	Summer 2014	Received first draft of Zama report/plan. Have provided comments back to DCL and are now waiting for 2 nd draft and copies of LC and FV.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Leap frog development & business incentives	Summer 2014	Have compiled info on these topics, need to be further evaluated and bring forward a recommendation to incorporate the changes into policies/bylaws. Have a few intriguing incentives in mind.
Development Agreements	Summer 2014	Need to review, revise and implement new DA's.
Antenna System Siting Protocol	Spring 2014	This policy has been completed and adopted by Council
Community Investment Readiness package	Summer 2014	Will be starting off with including info to our website, and then work on improving what we have in place.
Airport Vicinity Protection Area	Spring 2014	First reading received. Will be finalized soon.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	2014	Evaluating current information, updating where needed. Will need to drive around the

	County and do confirmations on many sights. Have started drafting the RFP for the signs and installation.
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Personnel Update:

No changes, deletions or additions, to report.

Other Comments:

First quarter stats were our busiest ever, and pace has continued to date. Staff is still keeping up, turnaround times haven't really increased yet, but staff are at capacity.

May was a busy month, every indication is that June will be as well. High number of subdivision applications so far this year. Several multi-lot in hamlet, and lots of rural, likely because of some changes to the LUB. Spending lots of time meeting with developers, trying to agree on developments, intensity, etc.

Have issued quite a few non-compliance letters and unauthorized development letters. Also receiving quite a few calls from the public when they see some strange development happening, which makes our job easier, and also hopefully means that the general attitude is shifting to where people generally think everyone should get permits for what they want to build.

Economic development position is staying busy. Needing to single out many businesses to get them to apply for a business license, but most are willing once singled out. Very time intensive. Over 230 businesses licensed to date. Also working on developing relationships with other economic development partners in the region, and supporting them in their roles.

Met with the landowner with the mobile home encroachment issue. Seems willing to work together, so we should quite easily be able to resolve the issue this summer.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the April 17, 2014 Finance Committee Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 17, 2014 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Finance Committee minutes are posted on Docushare.

RECOMMENDED ACTION:

That the minutes of the April 17, 2014 Finance Committee meeting be adopted as presented.

Author: E. Nyakahuma Review by: _____ CAO _____

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**Thursday, April 17, 2014
10:00 a.m.**

**Fort Vermilion Corporate Office
Fort Vermilion, Alberta**

PRESENT: Peter F. Braun Councillor – Chair
Elmer Derksen Councillor
Eric Jorgensen Councillor (arrived at 10:13 a.m.)
Bill Neufeld Reeve, ex-officio
Lisa Wardley Councillor – Vice Chair

ADMINISTRATION: Joulia Whittleton Chief Administrative Officer
Peng Tian Finance Controller
Elizabeth Nyakahuma Finance Officer/ Recording Secretary

CALL TO ORDER: 1. a) Call to Order

Chair Braun called the meeting to order at 10:04 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-14-04-013 MOVED by Councillor Wardley

That the agenda be approved as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the February 25, 2014 Finance Committee Meeting

MOTION FC-14-04-014 MOVED by Councillor Derksen

That the minutes of the February 25, 2014 Finance Committee meeting be approved as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES: 4. a) None

DELEGATIONS: 5. a) None

BUSINESS: 6. a) La Crete Recreation Board Emergency Repairs

MOTION FC-14-04-015 **MOVED** by Reeve Neufeld

That administration be authorized to reimburse the La Crete Recreation Board for Emergency Repairs on the Olympia room water heater.

CARRIED

6. b) Fort Vermilion Recreation Board Operating Grant

MOTION FC-14-04-016 **MOVED** by Councillor Wardley

That the Finance Committee move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 10:10 a.m.

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

CARRIED

Councillor Jorgensen arrived at 10:13 a.m.

MOTION FC-14-04-017 **MOVED** by Councillor Wardley

That the Finance Committee move out of camera at 10:33 a.m.

CARRIED

MOTION FC-14-04-018 **MOVED** by Councillor Derksen

That administration be authorized to release 25% of the approved 2014 Operating Grant to the Fort Vermilion Recreation Board.

CARRIED

MOTION FC-14-04-019 **MOVED** by Councillor Wardley

That administration continue to work with the Fort Vermilion Recreation Board to reach operational success. That the Fort Vermilion Recreation Board provide Mackenzie County with detailed and updated policies and procedures for review. Additional conditions may be put in place for protection of all parties and contingent on next payment release.

CARRIED

6. c) Fort Vermilion Recreation Board Emergent Funds Request

MOTION FC-14-04-020 **MOVED** by Councillor Jorgensen

That administration be authorized to reimburse \$1,626.79 to the Fort Vermilion Recreation Board for emergent boiler repairs.

CARRIED

6. d) La Crete Recreation Board Request for Kitchen Range Hood

MOTION FC-14-04-021 **MOVED** by Reeve Neufeld

That the La Crete Recreation Board be reimbursed for \$574.60 for installation of stainless steel around the kitchen exhaust hood as an emergent item.

CARRIED

MOTION FC-14-04-022 **MOVED** by Councillor Wardley

That administration bring back policies ADM043 AND FIN006 and details of emergent funding approved for the last 3 years to the next Finance Committee meeting.

CARRIED

6. e) La Crete Recreation Board Request for Additional Funds

MOTION FC-14-04-023 **MOVED** by Councillor Derksen

That a recommendation to amend the 2014 budget by providing additional funds from Grants to Other Organizations be taken to Council.

CARRIED

Chair Braun recessed the meeting at 10:50 a.m. and continued the meeting at 11:02 a.m.

6. d) La Crete Recreation Board Request for Kitchen Range Hood

MOTION FC-14-04-024 **MOVED** by Reeve Neufeld

That motion FC-14-04-021 be amended to:

That a recommendation to amend the 2014 budget by providing additional funds from Grants to Other Organizations be taken to Council.

CARRIED

6. f) Credit Card Policy

MOTION FC-14-04-025 **MOVED** by Councillor Wardley

That Policy FIN028 be taken to Council as amended.

CARRIED

6. g) Utility Comparative

MOTION FC-14-04-026 **MOVED** by Councillor Jorgensen

That the electricity amounts be brought back to the next Finance Committee meeting.

CARRIED

6. h) FCSS Financial Reporting Requirement

MOTION FC-14-04-027 **MOVED** by Councillor Derksen

That the Finance Committee receive for information.

CARRIED

6. i) Councillors' Honorariums and Expense Claims

MOTION FC-14-04-028 **MOVED** by Councillor Wardley

That administration take a Request For Decision to Council regarding a taskforce for the Buffalo Head Prairie drainage.

CARRIED

MOTION FC-14-04-029 **MOVED** by Councillor Wardley

That administration proceed with deductions as discussed and receive claims for information.

CARRIED

6. j) MasterCard Statements

MOTION FC-14-04-030 **MOVED** by Councillor Jorgensen

That the MasterCard Statements for February and March be received information.

CARRIED

6. k) Quarterly Fuel Reports

MOTION FC-14-04-031 **MOVED** by Reeve Neufeld

That the Quarter 3 and 4 Fuel Reports be received for information.

CARRIED

Chair Braun recessed the meeting at 12:04 p.m. and continued the meeting at 12:23 p.m.

6. l) Bylaw No. 887-13

MOTION FC-14-04-032

MOVED by Reeve Neufeld

That Bylaw No. 887-13 be taken to Council as amended.

CARRIED

6. m) Personal Vehicle Use Request (Policy ADM033)

MOTION FC-14-04-033

MOVED by Councillor Wardley

That Policy ADM033 be revised taken to Council as amended.

CARRIED

IN CAMERA:

7. a) None

**ADDITIONS TO
AGENDA:**

8. a) None

NEXT MEETING DATE:

9. a) Wednesday May 7, 2014
12:00 p.m.
Fort Vermilion Corporate Office

ADJOURNMENT:

10. a) Adjournment

MOTION FC-14-04-034

MOVED by Councillor Jorgensen

That the Finance Committee meeting be adjourned at 1:17
p.m.

CARRIED

These minutes were approved by the Finance Committee on May 7, 2014.

(original signed)

Peter Braun
Chair, Councillor

(original signed)

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The adopted minutes of the March 27, April 10, April 24, and May 8, 2014 Municipal Planning Commission meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: Byron Peters Reviewed by: _____ CAO _____

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of March 27, April 10, April 24, and May 8, 2014 be received for information.

Author: _____ Reviewed by: _____ CAO _____

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, March 27, 2014 @ 10:00 a.m.

PRESENT:

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice Chair, MPC Member via Tele-conferencing
Elmer Derksen	Councilor, MPC Member
Jacque Bateman	Councilor, MPC Member
Beth Kappelar	MPC Member via Tele-conferencing

ADMINISTRATION:

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

MEMBER OF PUBLIC: Cornelius Krahn

MOTION 1. **CALL TO ORDER**

Jack Eccles called the meeting to order at 10:14 a.m.

2. **ADOPTION OF AGENDA**

MPC-14-03-034 **MOVED** by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-14-03-035 **MOVED** by Wally Schroeder

That the minutes of the March 13, 2013 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

There was no business arising from previous minutes.

5. **SUBDIVISION**

b) **Subdivision Application 09-SUB-14
Plan 072 8753, Block 01, Lot 01
(La Crete)
Peter & Helena Schmitt**

Delegation: Cornelius Krahn spoke against Subdivision 09-SUB-14.

MPC-14-03-036 **MOVED** by Elmer Derksen

To receive item for information.

CARRIED

Cornelius Krahn left the meeting at 10:46 a.m.
Joulia Whittleton left the meeting at 10:48 a.m.

4. **DEVELOPMENT**

a) **Development Permit Application 049-DP-14
Alpine Builders (George Fehr);
(Building Supply Centre in La Crete
General Commercial “GC1”) (La Crete)
Plan 132 5337, Block 02, Lot 23**

MPC-14-03-037 **MOVED** by Beth Kappelar

That Development Permit 049-DP-14 on Plan 132 5337, Block 02, Lot 23 in the name of Alpine Builders be APPROVED with the following conditions:

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

1. A **25% Variance** for Building Supply Centre setback from the side (East) property line is hereby granted. The Building Supply Centre shall be 11.4 meters (37.5 feet) from the side (East) property line.
2. **Minimum Building Supply Centre setbacks from other sides:**
 - a. **9.1 meters (30 feet) front (South) yard;**
 - b. **15.2 meters (50 feet) from side (West) yard; and**
 - c. **15.2 meters (50 feet) from rear (North), property lines.**

3. **The Building Supply Centre shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
6. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 50 square meters of building area, which in this case is 11 public parking stalls, plus 1 stall for every 3 employees during the maximum working shift. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
9. The Municipality has assigned the following address to the noted property **9150-106th Avenue**. You are required to display the address (**9150**) 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.
10. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:

- a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) Development Permit Application 052-DP-14
 Select Developments (John Buller);
 (Shop in Hamlet Industrial 2 “HI2”)
 (La Crete)
 Plan 022 7658, Block 21, Lot 03**

MPC-14-03-038 **MOVED** by Elmer Derksen

That Development Permit 052-DP-14 on Plan 022 7658, Block 21, Lot 03 in the name of Select Developments be APPROVED with the following conditions:

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

1. **The Shop shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building setbacks:**
 - a. **9.1 meters (30 feet) from 98th Street;**
 - b. **3.1 meters (10 feet) from side (North & South) yards;**
 - c. **3.1 meters (10 feet) from rear (East) yard.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

4. The display of merchandise shall be contained within the property lines of the subject lands and shall not impede visibility for vehicular and/or pedestrian traffic. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The municipality has assigned the following address to the noted property **9601 – 98th Street**. You are required to display the address (**9601**) 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.
9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 6 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
10. If a sign is placed on the property the sign shall be located a minimum of:
 - c. 20 meters (66 feet) from regulatory signs, and
 - d. 1.5 meters (5 feet) from the outer edge of the road, curb or sidewalk.
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:

- e. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - f. Not unduly interfere with the amenities of the district,
 - g. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - h. Not create visual or aesthetic blight.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) Development Permit Application 053-DP-14
 Select Developments (John Buller);
 (Shop in Hamlet Industrial 2 “HI2”)
 (La Crete)
Plan 022 7658, Block 21, Lot 02**

MPC-14-03-039 **MOVED** by Jacquie Bateman

That Development Permit 053-DP-14 on Plan 022 7658, Block 21, Lot 02 in the name of Select Developments be APPROVED with the following conditions:

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

1. **The Shop shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building setbacks:**
 - a. **9.1 meters (30 feet) from 98th Street;**
 - b. **3.1 meters (10 feet) from side (North & South) yards;**
 - c. **3.1 meters (10 feet) from rear (East) yard.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. The display of merchandise shall be contained within the property lines of the subject lands and shall not impede visibility

for vehicular and/or pedestrian traffic This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.

5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The municipality has assigned the following address to the noted property **9501 – 98th Street**. You are required to display the address (**9501**) 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.
9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 6 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
10. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 20 meters (66 feet) from regulatory signs, and
 - b. 1.5 meters (5 feet) from the outer edge of the road, curb or sidewalk.
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,

- c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. 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

- d) **Development Permit Application 054-DP-14
1366261 Alberta Ltd. (Randy Derksen);
(Dwelling-Row (4 – 5 Condominium)) (Phase 1)
in Hamlet Residential 1 “HR1”) (La Crete)
Plan 032 3177, Block 01, Lot 22**

MPC-14-03-040 **MOVED** by Beth Kappelar

That Development Permit 054-DP-14 on Plan 032 3177, Block 01, Lot 22 in the name of 1366261 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. **The Dwelling – Row (Phase 1) shall be a minimum of:**
 - a. 7.6 meters (25 feet) from the front (93rd Ave) property line;
 - b. 3.1 meters (10 feet) side (East) yard;
 - c. 1.5 meters (5 feet) side (West) yard; and
 - d. 1.5 meters (5 feet) rear (North) yard from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks. All setbacks are to be measured from your property lines.
2. Plan 032 3177, Block 01, Lots 22/23/24 must be consolidated in order to meet development requirements. Failure to do so shall render this permit Null and Void.
3. The Dwelling – Row (Phase 1) shall meet all Alberta Safety Code requirements for Dwelling – Row buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. The architecture, construction materials and appearance of the Dwelling – Row (Phase 1) shall be to accepted standards and

shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

5. The Dwelling – Row 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**.
6. The Municipality has assigned an address to each unit on the Dwelling – Row as follows from **East to West**:
 - 10102-93 Ave, Unit 1
 - 10102-93 Ave, Unit 2
 - 10102-93 Ave, Unit 3
 - 10102-93 Ave, Unit 4
 - 10102-93 Ave, Unit 5

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. **Provide adequate off street parking as follows: 2 stalls per dwelling unit plus 1 additional stall for visitor parking. This would be a total of 11 parking stalls for the condominium (Phase 1). “One parking space, including the driveway area, shall occupy 300 square feet.”**
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. 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

- e) **Development Permit Application 059-DP-14
Terry Peters; (Automotive Equipment & Vehicle
Services (Used Car Lot) in La Crete Highway
Commercial 2 “HC2”)) (La Crete)
Plan 052 4423, Block 25, Lot 33**

MPC-14-03-041

MOVED by Elmer Derksen

That Development Permit 059-DP-14 on Plan 052 4423, Block 25, Lot 33 in the name of Terry Peters be APPROVED with the following conditions:

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

1. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.
2. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.
3. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
4. The Automotive Equipment and Vehicle Services Business shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
5. The municipality has assigned the following address to the noted property 9501-101 Street. You are required to display the address (9501) 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.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
7. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
8. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
9. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

11. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
12. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
13. Wiring and conduits of the sign must be concealed from view.
14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- f) **Development Permit Application 064-DP-14**
UFA Co-operative Ltd.
(Bulk Fertilizer Storage and/or Sales
in Hamlet Industrial 2 “HI2”) (La Crete)
Plan 982 5602, Block 19, Lot 04

MPC-14-03-042 **MOVED** by Beth Kappelar

That Development Permit 064-DP-14 on Plan 982 5602, Block 19, Lot 04 in the name of UFA Co-operative 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. **The Bulk Fertilizer Storage and/or Sales shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

2. **Minimum Bulk Fertilizer Storage and/or Sales setbacks:**
 - a. **9.1 meters (30 feet) from 100th Street;**
 - b. **9.1 meters (30 feet) from side (North) yard;**
 - c. **3.1 meters (10 feet) from side (South) yard; and**
 - d. **3.1 meters (10 feet) from rear (East) yard.**
3. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
4. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
5. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
6. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
7. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
8. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
9. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
11. Wiring and conduits of the sign must be concealed from view.
12. 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.

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

- a) **Subdivision Application 06-SUB-14
NE 7-106-13-W5M
(La Crete Rural) (Time Extension)
Peter F & Susan Unrau**

MPC-14-03-043 **MOVED** by Wally Schroeder

Option 2 (Table until a water study has been completed)

That Subdivision Application 06-SUB-14 in the name of Peter F. & Susan Unrau on NE 7-106-13-W5M be TABLED until a water study has been completed approving the land suitable for residential development.

CARRIED

6. MISCELLANEOUS ITEMS

- a) **Bylaw 8__-13
Land Use Bylaw Amendment Application to Rezone
Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)
from Agricultural District 'A' to Residential Condominium
District 'RCD'. (Rocky Lane)**

MPC-14-03-044 **MOVED** by Wally Schroeder

OPTION 2: (Recommend Approval)

That the Municipal Planning Commission recommendation to Council for Approval of Bylaw 8__-12, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District (RCD)

CARRIED

- b) **Bylaw 94_-14
Land Use Bylaw Amendment to Rezone Part of**

**SW 9-106-15-W5M from Hamlet Residential District 1A
“HR1A” and Hamlet Residential 1 “HR1” to Hamlet
Residential District 2 “HR2” (La Crete)**

MPC-14-03-045 **MOVED** by Beth Kappelar

That the Municipal Planning Commission’s recommendation to Council is for the approval of Bylaw 9__-14 being a Land Use Bylaw Amendment to rezone the remainder of SW 9-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development, subject to public hearing input.

CARRIED

- c) **Bylaw 94_-14**
Land Use Bylaw Amendment to Rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M (Part of Phase 5 & all of Phase 6) from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” (La Crete)

MPC-14-03-046 **MOVED** by Wally Schroeder

That the Municipal Planning Commission’s recommendation to Council is for the approval of Bylaw 9__-14 being a Land Use Bylaw Amendment to rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Multi – Family type dwellings, subject to public hearing input.

CARRIED

- d) **Action List**

Information item.

Wally Schroeder left the meeting at 11:02 a.m.

Beth Kappelar left the meeting at 11:04 a.m.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ March 27, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ April 10, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ April 24, 2014 at 10:00 a.m. in La Crete
- ❖ May 8, 2014 at 10:00 a.m. in La Crete
- ❖ May 22, 2014 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

MPC-14-03-047 **MOVED** by Elmer Derksen

That the Municipal Planning Commission Meeting be adjourned at 11:06 a.m.

CARRIED

These minutes were adopted this 10th day of April, 2014.

Jack Eccles, Chair

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, April 10, 2014 @ 10:00 a.m.

PRESENT:

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice Chair, MPC Member
Elmer Derksen	Councilor, MPC Member
Jacquie Bateman	Councilor, MPC Member
Beth Kappelar	MPC Member

ADMINISTRATION:

Byron Peters	Director of Planning and Development (via teleconference)
Liane Lambert	Planner
Caitlin Smith	Development Officer

MEMBER OF THE PUBLIC: Peter Schmitt

MOTION 1. **CALL TO ORDER**

Jack Eccles called the meeting to order at 10:01 a.m.

2. **ADOPTION OF AGENDA**

MPC-14-04-048 **MOVED** by Elmer Derksen

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-14-04-049 **MOVED** by Wally Schroeder

That the minutes of the March 27, 2013 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

There was no business arising from previous minutes.

5. **SUBDIVISION**

- c) **Subdivision Application 09-SUB-14
Plan 072 8753, Block 1, Lot 1 (La Crete Rural)
Peter & Helena Schmitt**

MPC-14-04-050 **MOVED** by Jacquie Bateman

That Subdivision Application 09-SUB-14 in the name of Peter Schmitt on Plan 072 8753, Block 1, Lot 1 (Part of NW 31-105-14-W5M) be APPROVED with the following conditions:

1. This approval is for one subdivision, 5 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$10,000.00 per acre. Municipal reserve is charged at 10%, which is \$1,000.00 per subdivided acre. **5 acres times \$1,000.00 equals \$5,000.00.**
 - f) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval**

is made in accordance to the *Municipal Government Act Section 667 (1) (a)*.

- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- 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) ATCO Electric requires an 8 meter right-of-way along the entire west side and the south side of the quarter section.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

Peter Schmitt left the meeting at 10:04 a.m.

4. DEVELOPMENT

- a) **Development Permit Application 083-DP-14
David Bergen;
(Garage-Detached in Hamlet Country Residential 2
"HCR2") (Size Variance) (La Crete)
Plan 022 6056, Block 03, Lot 01**

MPC-14-04-051 MOVED by Elmer Derksen

That Development Permit 083-DP-14 on Plan 022 6056, Block 03, Lot 01 in the name of David Bergen be APPROVED with the following conditions:

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

- 1. Minimum building setbacks:
 - a. 15.2 meters (50 feet) front (West) yard;
 - b. 4.6 meters (15 feet) side (North & South) yards; and

- c. 7.6 meters (25 feet) rear (East) yard; from the property lines.
2. **A 364 square foot variance for the Garage – Detached is hereby granted. The maximum area of the Garage – Detached shall be 1440 square feet.**
 3. **The interior ceiling height of the Garage – Detached shall not exceed than 3.7 meters (12 feet) in height and be a maximum of one storey.**
 4. **The vehicle entrance doors shall not exceed 3.7 meters (12 feet) in height.**
 5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
 6. **The Garage – Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.**
 7. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
 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. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) **Development Permit Application 084-DP-14
Ron Dyck;
(Manufactured Home-Single Wide with Deck
(Setback Variance) in Hamlet Residential 1
“HR1”) (La Crete)
Plan 932 0276, Block 15, Lot 27**

MPC-14-04-052 **MOVED** by Wally Schroeder

That Development Permit 084-DP-14 on Plan 932 0276, Block 15, Lot 27 in the name of Ron Dyck be APPROVED with the following conditions:

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

1. **A 25% setback variance for the Manufactured Home – Single Wide with Deck from the exterior side (North) property line is hereby granted. The Manufactured Home – Single Wide with Deck shall be 2.3 meters (7.5 feet) from the exterior side (North) property line.**
2. **Minimum building setbacks from other sides are:**
 - a. **7.6 meters (25 meters) front (East) yard;**
 - b. **1.5 meters (5 feet) interior side (South) yard; and**
 - c. **1.5 meters (5 feet) rear (West) yard; from the property lines.**
3. **The Manufactured Home – Single Wide and Deck shall conform to the Alberta Building Code.**
4. The architecture, construction materials and appearance of ancillary buildings and other structures (Deck) shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. **Where the lowest opening of the house 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 house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**
6. The undercarriage of the mobile home shall be screened from view by skirting or such other means satisfactory to the Development Authority.
7. The Municipality has assigned the following address to the noted property **10501-104th Avenue**. You are required to display the

address (**10501**) 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.

8. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
9. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
10. No construction or development is allowed on right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility right-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 rights-of-way.
11. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers’ expense.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) Development Permit Application 085-DP-14
Liane Lambert;
(Keeping of Livestock (2 Horses) in Urban Fringe
“UF”/Hamlet Residential 1 “HR1”/Hamlet Commercial 1
“HC1”) (Fort Vermilion)
Plan FORTVER, Block 03, Lot 10**

MPC-14-04-053 **MOVED** by Beth Kappelar

That Development Permit 085-DP-14 on Plan FORTVER, Block 03, Lot 10 in the name of Liane Lambert 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. **LIVESTOCK shall be limited to no more than one (1) animal unit per 3.24 ha (8 acres) or part thereof, to a maximum of three (3) animal units.**
2. **Adequate fencing and/or buffering shall be constructed to the satisfaction of the Development Authority to ensure the on-site confinement of LIVESTOCK and to reduce the impact of noise, odour or visual presence on surrounding properties.**
3. **Adequate measures, if required by Alberta Agriculture, Food and Rural Development and/or the local Health Authority, for the disposal of animal wastes shall be provided to the satisfaction of the Development Authority.**
4. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
5. 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.
6. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
7. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

- a) **Subdivision Application 07-SUB-14
SW 19-106-13-W5M
(Highway 88 Connector Area)
Dustin Schmidt**

MPC-14-04-054 **MOVED** by Wally Schroeder

That Subdivision Application 07-SUB-14 in the name of Dustin Schmidt on SW 19-106-13-W5M be APPROVED with the following conditions:

1. This approval is for one subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - a. **The existing pumpout sewer system shall be relocated to the location specified on the survey report by Focus Surveyors Job # 010046055, conforming to the Alberta Private Sewage Systems Standard of Practice.**
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
 - g) ATCO Electric requires an 8 meter right-of-way along the entire west side and a portion of the southwest end of the quarter section.
 - h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed**

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

CARRIED

- b) **Subdivision Application 08-SUB-14
SE 28-105-14-W5M (La Crete Rural)
Ken & Mary Wieler**

MPC-14-04-055 **MOVED** by Beth Kappelar

That Subdivision Application 08-SUB-14 in the name of Ken & Mary Wieler on SE 28-105-14-W5M be APPROVED with the following conditions:

1. This approval is for one subdivision, 10.72 acres (4.34 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) **The Proposed parcel is adjacent to and contains wetlands. Any activity that could impact the wetland including drainage, ditching into or out of the waterbody, infilling or excavation would require a Water Act Authorization before beginning any activity.**
 - c) Provision of access to 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 2009.
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market

value for this property is \$_____ per acre. Municipal reserve is charged at 10%, which is \$_____ per subdivided acre. **10.72 acres** times \$_____ equals \$_____.

- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) ATCO Electric requires a 15 meter right-of-way along the entire south side of the quarter section.
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

6. **MISCELLANEOUS ITEMS**

a) **Development Statistics Report
January to March 2014**

MPC-14-04-056 **MOVED** by Wally Schroeder

That the development statistics report for January to March, 2014 be received for information.

CARRIED

b) **Action List**

Information item.

Byron Peters left the meeting at 10:22 a.m.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ April 24, 2014 at 10:00 a.m. in La Crete
- ❖ May 8, 2014 at 10:00 a.m. in La Crete
- ❖ May 22, 2014 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

MPC-14-04-057 **MOVED** by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:26 a.m.

CARRIED

These minutes were adopted this 24th day of April, 2014.

Jack Eccles, Chair

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, April 24, 2014 @ 10:00 a.m.

<u>PRESENT:</u>	Jack Eccles	Chair, MPC Member
	Wally Schroeder	Vice Chair, MPC Member via teleconferencing
	Elmer Derksen	Councilor, MPC Member
	Beth Kappelar	MPC Member
<u>ADMINISTRATION:</u>	Liane Lambert	Planner
	Caitlin Smith	Development Officer, Recording Secretary
<u>REGRETS:</u>	Jacquie Bateman	Councilor, MPC Member

MOTION 1. CALL TO ORDER

Jack Eccles called the meeting to order at 9:55 a.m.

2. ADOPTION OF AGENDA

MPC-14-04-058 MOVED by Beth Kappelar

That the agenda be adopted as amended with the following additions:

- 4. b) Development Permit Application 096-DP-14
Knelsen Sand & Gravel; Shop – Addition in Hamlet
Industrial 2 “HI2” (La Crete)
Plan 892 1327, Block 05, Lot 16

- 5. g) Subdivision Application 08-SUB-13
SW 27-106-15-W5M (La Crete Rural)
John Krahn

- 5. h) Subdivision Application 09-SUB-12 & 23-SUB-11
NW 09-106-15-W5M (La Crete)
Vanguard Realty (Henry Enns)

- 6. c) Tentative Plans

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-14-04-059 **MOVED** by Wally Schroeder

That the minutes of the April 10, 2013 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

4. DEVELOPMENT

**a) Development Permit Application 089-DP-14
Benny Peters; (Wilson Prairie Mennonite School)
(Portable Classroom Unit in Agricultural "A") (Blumenort)
Plan 942 3645, Block 01, Lot 01**

MPC-14-04-060 **MOVED** by Elmer Derksen

That Development Permit 089-DP-14 on Plan 942 3645, Block 01, Lot 01 in the name of Benny Peters (Wilson Prairie Mennonite School) be APPROVED with the following conditions:

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

1. Minimum building setbacks:
 - a. 41.15 meters (135 feet) from the Road Right of Way and;
 - b. 15.24 meters (50 feet) from any other property lines.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
3. **The Portable Classroom Unit shall meet all Alberta Safety Codes requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit null and void.**

4. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
6. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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

CARRIED

- b) Development Permit Application 096-DP-14 (ADDITION)
Knelsen Sand & Gravel; Shop – Addition in Hamlet
Industrial 2 “HI2” (La Crete)
Plan 892 1327, Block 05, Lot 16**

MPC-14-04-061 **MOVED** by Beth Kappelar

1. **The Shop (Addition) shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building setbacks:**
 - a. **9.1 meters (30 feet) front (East) yard, facing 99th Avenue;**
 - b. **3.05 meters (10 feet) side (North & South) yards;**
 - c. **3.05 meters (10 feet) rear (West) yard; from the property lines.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

4. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The Municipality has assigned the following address to the noted property **9902-99th Street**. You are required to display the address (**9902**) 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.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 24 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

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

CARRIED

5. SUBDIVISION

**a) Subdivision Application 01-SUB-14
SW 28-104-14-W5M (Savage Prairie)
Jacob P Klassen**

MPC-14-04-062 **MOVED** by Beth Kappelar

That Subdivision Application 01-SUB-14 in the name of Jacob P. Klassen on Part of SW 28-104-14-W5M be APPROVED with the following conditions:

1. This approval is for a subdivision **Type A**, being an 80 acre (32.38 hectares) split.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - i. The pumpout sewer system discharge needs to be relocated to meet setback requirements from the new property line.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

- f) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- g) ATCO Electric requires an 8 meter right-of-way along the entire west side and a portion of the southwest end of the quarter section.

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

CARRIED

- b) Subdivision Application 10-SUB-14
Plan 022 6045, Block 3, Lot 3 (La Crete Rural)
John Nickel**

MPC-14-04-063 MOVED by Wally Schroeder

That Subdivision Application 10-SUB-14 in the name of John Nickel on Plan 022 6056, Block 3, Lot 3 be APPROVED with the following conditions:

- 1. This approval is for the division of one 2.98 acre (1.206 hectare) lot into 3 – 1 acre (0.4047 hectare) lots in size.
- 2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - c) Provision of all water lines, including all fittings and valves as required by the County,

- d) Provision of municipal servicing (water and sanitary sewer) to each lot,
- e) The developer shall provide the municipality with engineered drawings for the water and sewer installation:
- f) Provision of utilities (power, telephone, etc.) to each lot. Gas may be installed in accordance to the gas company's policies upon request of the service. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached.
- g) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- h) ATCO Electric requires a 7 meter right-of-way along the northwest side of the said lot.
- i) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- j) Provision of off-site levies as required by the County as follows:
 - i) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - c) new or expanded storm sewage drainage facilities;
 - d) new or expanded facilities for the storage, transfer, or disposal of waste;
 - e) land required for or in connection with any facilities described in clauses (a) to (d); and
 - f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. 2 lots at

\$1,000 equal \$2,000.00,

- k) **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

- c) **Subdivision Application 11-SUB-14
NE 5-106-13-W5M (Highway 88 Connector Area)
Simon Driedger**

MPC-14-04-064 **MOVED** by Wally Schroeder

That Subdivision Application 11-SUB-14 in the name of Simon Driedger on NE 5-106-13-W5M be APPROVED with the following conditions:

1. This approval is for one subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) **The Proposed parcel is adjacent to and contains wetlands. Any activity that could impact the wetland including drainage, ditching into or out of the waterbody, infilling or excavation would require a Water Act Authorization before beginning any activity.**
 - c) Provision of access to 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 2009.

- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- d) **Subdivision Application 12-SUB-14
SE 15-107-13-W5M (Blumenort Area)
Herman & Katherine Doerksen**

MPC-14-04-065 **MOVED** by Beth Kappelar

That Subdivision Application 12-SUB-14 in the name of Herman & Katherine Doerksen on SE 15-107-13-W5M be APPROVED with the following conditions:

1. This approval is for one subdivision, 12.53 acres (5.07 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.

- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- d) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$2,916.66 per acre. Municipal reserve is charged at 10%, which is \$291.66 per subdivided acre. **12.53 acres times \$291.66 equals \$3,654.57.**
- e) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
- f) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- 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

- e) **Subdivision Application 13-SUB-14
SE 8-106-13-W5M (Highway 88 Connector Area)
Simon Driedger**

MPC-14-04-066 **MOVED** by Beth Kappelar

That Subdivision Application 13-SUB-14 in the name of Simon Driedger on SE 08-106-13-W5M until more information is received.

CARRIED

MPC-14-04-067 **MOVED** by Beth Kappelar

That the Municipal Planning Commission recommend staff do site inspections for any questionable applications.

CARRIED

f) **Subdivision Application 14-SUB-14
SE 6-107-14-W5M (La Crete Rural)
Derrick Giesbrecht**

MPC-14-04-068 **MOVED** by Elmer Derksen

That Subdivision Application 14-SUB-14 in the name of Derrick Giesbrecht on SE 6-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - d) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$4,000.00 per acre. Municipal reserve is charged at 10%, which is \$400.00 per subdivided acre. **10 acres times \$400.00 equals \$4,000.00.**
 - e) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

- f) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- g) **Subdivision Application 08-SUB-13 (ADDITION)
SW 27-106-15-W5M (La Crete Rural)
John Krahn**

MPC-14-04-069 **MOVED** by Elmer Derksen

That a Time Extension be GRANTED to Subdivision Application 08-SUB-13 in the name of John Krahn, on Part of SW 27-106-15-W5M. The Time Extension will expire on April 24, 2015.

CARRIED

- h) **Subdivision Application 09-SUB-12 & 23-SUB-11 (ADDITION)
NW 09-106-15-W5M (La Crete)
Vanguard Realty (Henry Enns)**

MPC-14-04-070 **MOVED** by Beth Kappelar

That a Time Extension be GRANTED to Subdivision Application 23-SUB-11 in the name of Vanguard Realty, on Part of NW 9-106-15-W5M. The Time Extension will expire on May 17, 2015.

CARRIED

MPC-14-04-071 **MOVED** by Beth Kappelar

That a Time Extension be GRANTED to Subdivision Application 09-SUB-12 in the name of Vanguard Realty, on Part of NW 9-106-15-W5M. The Time Extension will expire on May 17, 2015.

CARRIED

6. MISCELLANEOUS ITEMS

a) Bylaw 953-14

MPC-14-04-072 **MOVED BY** Beth Kappelar

That the MPC recommend to Council to amend the Land Use Bylaw to add regulation to Section 7.1, to revise the definition of “GARDEN SUITE” and that the minimum lot size be changed to 2.2 ha (5.5 acres) in Section 8.1 C. (b), subject to public hearing input.

The MPC does not recommend the additional regulation to Section 7.29.

CARRIED

b) Action List

For information.

c) Tentative Plans (ADDITION)

Item was discussed.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ May 8, 2014 at 10:00 a.m. in La Crete
- ❖ May 22, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ June 12, 2014 at 10:00 a.m. in La Crete
- ❖ June 26, 2014 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

MPC-14-04-073 **MOVED** by Wally Schroeder

Wally Schroeder left the meeting at 11:13 a.m.

That the Municipal Planning Commission Meeting be adjourned at 11:15 a.m.

CARRIED

These minutes were adopted this 8th day of May, 2014.

Jack Eccles, Chair

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, May 8, 2014 @ 10:00 a.m.

PRESENT:

Jack Eccles	Chair, MPC Member via Tele-Conferencing
Wally Schroeder	Vice Chair, MPC Member
Elmer Derksen	Councilor, MPC Member
Beth Kappelar	MPC Member
Jacque Bateman	Councilor, MPC Member

ADMINISTRATION:

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

MEMBER OF THE PUBLIC: Terry Peters

DELEGATE: James Menchenton - ESRD

MOTION 1. **CALL TO ORDER**

Wally Schroeder called the meeting to order at 10:00 a.m.

2. **ADOPTION OF AGENDA**

MPC-14-05-074 **MOVED** by Beth Kappelar

That the agenda be adopted as amended with the following additions:

4. e) Development Permit Application 110-DP-14
Abe Driedger; Auction Mart in Agricultural "A"
(Blue Hills) (**Letter from Alberta Transportation**)
SW 18-104-16-W5M

4. j) Development Permit Application 116-DP-14
Philip Martens;
Garden Suite (Manufactured Home-SW and Ancillary
Building (Shed)) (La Crete)
NW 33-106-13-W5M

5. a) Delegation - James Menchenton - ESRD

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-14-05-075 **MOVED** by Elmer Derksen

That the minutes of the April 24, 2013 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

4. DEVELOPMENT

**a) Development Permit Application 029-DP-14
Terry Peters;
(Self-Storage) (La Crete)
Plan 982 1128, Block 25, Lot 04**

MPC-14-05-076 **MOVED** by Jacquie Bateman

That Development Permit 029-DP-14 on Plan 982 1128, Block 25, Lot 04 in the name of Terry Peters be APPROVED with the following conditions:

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

1. Minimum building setbacks;
 - a. 9.1 meters (30 feet) from front (East) yard;
 - b. 3.1 meters (10 feet), from the rear (West) yard; and
 - c. 3.1 meters (10 feet) from side (North & South) yard; property lines unless otherwise stated by Superior Safety Codes.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

3. **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.**
4. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
9. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
10. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
12. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

Terry Peters left the meeting at 10:10 a.m.

- b) **Development Permit Application 090-DP-14
Java Investments Inc; Retail Store – Addition in
La Crete Highway Commercial 2 “HC2” (La Crete)
Plan 012 0063, Block 20, Lot 02**

MPC-14-05-077 **MOVED** by Elmer Derksen

That Development Permit 090-DP-14 on Plan 012 0063, Block 20, Lot 02 in the name of Java Investments Inc. be APPROVED with the following conditions:

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

1. **The Building (Addition) shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum Building (Addition) setbacks from other sides:**
 - a. **9.1 meters (30 feet) front (West) yard;**
 - b. **3.1 meters (10 feet) from side (North and South) yards;**
and
 - c. **3.1 meters (10 feet) from rear (East), property lines.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. **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.**
5. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to

be constructed to Mackenzie County standards and at the developers' expense.

7. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
8. 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.
9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 15 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
10. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
12. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

- c) Development Permit Application 105-DP-14
Martin Dyck; Manufactured Home-Single Wide with
Deck in Rural Country Residential 3 "RC3" (La Crete)
Plan 062 7138, Block 03, Lot 18**

MPC-14-05-078 **MOVED** by Jack Eccles

That Development Permit 105-DP-14 on Plan 062 7138, Block 03, Lot 18 in the name of Martin Dyck 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(s) setbacks:
 - a. 15.2 meters (50 feet) front (West) yard;
 - b. 7.6 meters (25 feet) side (North & South) yards, and
 - c. 7.6 meters (25 feet) rear (East) yard, from the property lines.
2. **The Manufactured Home – Single Wide shall meet all Alberta Safety Code requirements for Residential Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. The architecture, construction materials and appearance of Manufactured Home-Single Wide and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
4. The undercarriage of the Manufactured Home – Single Wide shall be screened from view by skirting or such other means satisfactory to the Development Authority.
5. The Garage – Detached is for residential purposes only and no commercial activity is permitted in this building or district.
6. No ancillary building erected/or moved onto the site shall be used as a dwelling.
7. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
8. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy a minimum of 300 square feet.”*
9. **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 the location of an existing access, complete a Request for Access form by contacting the Operational Services Department for**

Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. 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

- d) Development Permit Application 106-DP-14
Andrew Wiebe; Shop in Hamlet Industrial 2
"HC2" (La Crete)
NE 10-106-15-W5M**

MPC-14-05-079 **MOVED** by Beth Kappelar

That Development Permit 106-DP-14 on Plan NE 10-106-15-W5M in the name of Andrew Wiebe be APPROVED with the following conditions:

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

1. **The Shop shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building setbacks:**
 - a. 9.1 meters (30 feet) front (North) yard;
 - b. 3.05 meters (10 feet) side (West & East) yards;
 - c. 3.05 meters (10 feet) rear (South) yard; from the property lines.
3. **A tentative plan must be provided with proximity to the property lines, complete with exact building placement before construction commencement.**

4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
7. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
8. 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.
9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 13 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
10. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.

14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. 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

- e) **Development Permit Application 110-DP-14
Abe Driedger; Auction Mart in Agricultural "A"
(Blue Hills)
SW 18-104-16-W5M**

MPC-14-05-080 **MOVED** by Elmer Derksen

That Development Permit 110-DP-14 on SW 18-104-16-W5M in the name of Abe Driedger be APPROVED with the following conditions:

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

1. **Minimum building setbacks:**
 - a) 41.15 meters (135 feet) from any road allowances and
 - b) 15.24 meters (50 feet) from any other property lines.
2. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280).**
3. Provide adequate off street parking as follows: The minimum parking standards are 30 parking spaces per acre of ground area used for auction sales, which in this case is 150-300 public parking stalls, 1 per each full time employee and 1 space for every 2 part time employees. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*
4. **NO ON-STREET PARKING IS PERMITTED. ON AUCTION DAYS THE DEVELOPER IS REQUIRED TO POST "NO PARKING SIGNS" ALONG HIGHWAY 697.**
5. **The Auction site/lot shall be enclosed with a 6 foot high chainlink or game fence. The fencing/screening may also consist of a combination of landscaping, trees, berms,**

hedges, opaque fencing, decorative walls, architectural features, similar techniques or any combination thereof to reduce the impact of noise, odour or visual presence on surrounding properties.

6. PRIOR to any new construction taking place on the subject property contact the Development Department for a Development Permit.
7. This Permit may be revoked at any time, if, in the opinion of the Development Authority, the Auction Mart has become detrimental or otherwise incompatible with the amenities of the neighborhood.
8. This permit approval is subject to the construction of an access to the property to County standards. PRIOR to installation of any new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developer's expense.
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a) 20 meters from regulatory signs
 - b) 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 2 meters in height above the shoulder of the road.
11. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
 - b) Not unduly interfere with the amenities of the district.
 - c) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
 - d) Not create visual or aesthetic blight.
13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. No sign shall be placed on the Highway Right of Way unless Approval has been Granted by Alberta Transportation.

CARRIED

- f) **Development Permit Application 112-DP-14
794454 Alberta Ltd (Radar Hotshots); Industrial
Camp in Zama Mixed Use “ZMU”
(Zama City)
Plan 882 1687, Blk 08, Lot 15**

MPC-14-05-081 **MOVED** by Jacquie Bateman

That Development Permit 112-DP-14 on Plan 882 1687, Block 08, Lot 15 in the name of 794454 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:

- a. **9.1 meters (30 feet) front yard;**
 - b. **9.1 meters (30 feet) rear yard;**
 - c. **3.1 meters (10 feet) side yards, from the property lines.**
2. Camp to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner where applicable.
 3. Back-flow prevention valves (stop valves) shall be installed by the developer at the developer's expense.
 4. No use is to be established that is, or will become, obnoxious by way of noise, odour or fumes.
 5. **Provide adequate off street parking as follows: The minimum parking standards for an Open Camps are; one stall per guest room; therefore, you are required to provide 15 parking spaces, plus 1 stall per employee. “One parking space, including the driveway area, shall occupy 300 square feet.”**
 6. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
 7. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.

8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
9. The Municipality has assigned the following address to the noted property (**965-Pine Avenue**). You are required to display the address (**965**) 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.
10. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs.
 - b. 3 meters (9.84 feet) from the outer edge of the road or 1.5 meters (4.92 feet) from the property line if on private property.
 - c. 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
13. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
14. Wiring and conduits of the sign must be concealed from view.
15. **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.**

16. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 928-3983. Access to be constructed to the Counties standards and at the developer's expense.
17. The total site area (lot) shall have a positive surface drainage that does not adversely affect the surrounding neighbors.
18. 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

**g) Development Permit Application 117-DP-14
Kurtis Peters; Ancillary Building (Shed) in
La Crete Town Centre "TC1" (La Crete)
Plan 2504TR, Blk 07, Lot 05**

MPC-14-05-082 **MOVED** by Elmer Derksen

That Development Permit 117-DP-14 on Plan 2504TR, Block 07, Lot 05 in the name of Kurtis Peters be APPROVED with the following conditions:

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

- 1. Minimum building setbacks:**
 - a) **3.1 meters (10 feet) from front (South) yard;**
 - b) **3.1 meters (10 feet) rear (North) yard;**
 - c) **1.5 meters (5 feet) side (East & West) yards; from the property lines.**
- 2. The maximum area of the Shed shall not exceed 50% of the total area of the Principal Building.**
- 3. This Shed is approved for personal purposes only and no commercial activity is permitted in this building or district. Nor shall the Shed be used as a dwelling unit.**
4. The Shed shall be constructed and finished with similar construction materials as the residence and shall compliment the

natural features of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

5. No construction or development is allowed on or in a right-of-way unless all the Utility Company and the owner of the Right-of-Way have granted written permission. 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.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- h) Development Permit Application 118-DP-14
Raj Sujitharan; Home Based Business (Photography)
in Hamlet Residential 1A "HR1A" (La Crete)
Plan 972 2482, Blk 24, Lot 01**

MPC-14-05-083 **MOVED** by Beth Kappelar

That Development Permit 118-DP-14 on Plan 972 2484, Block 24, Lot 01 in the name of Raj Sujitharan be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.**

2. The Home Based Business is approved to be operated out of the dwelling only and the area for it shall not exceed an area of 200 square feet (18.58 square meters).
3. 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.
4. The Home Based Business shall not involve the storage of goods in the public view, a change in appearance of the residence or its accessory buildings.
5. Shall not employ any employees who do not reside on-site.
6. An unlighted sign to identify the Home Based Business may be placed on the exterior of the dwelling and the sign shall not exceed 1.1 sq. m (12 sq. ft).
7. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etcetera.
8. Provide adequate off street parking as follows: the minimum Home Based Business parking standards are 1 space per 30 square meters of the Home Based Business area (200 square feet), which in this case is 1 public parking stall plus the minimum residential parking standards of be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. "One parking space, including the driveway area, shall occupy 300 square feet."
9. The municipality has assigned the following address to the noted property **10707-98 Avenue**. You are required to display the address (**10707**) 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.
10. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

CARRIED

- i) **Development Permit Application 119-DP-14
Abe D Wiens; Shop (15 Foot Variance)
in Agricultural "A" (Blumenort)
NE 18-107-13-W5M**

MPC-14-05-084 **MOVED** by Jack Eccles

That Development Permit 119-DP-14 on NE 18-107-13-W5M in the name of Abe D. Wiens be APPROVED with the following conditions:

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

1. A **12% Variance** for Shop setback from the rear (South) and side (East) property lines are hereby granted. The shop shall be 36.6 meters (120 feet) from the right-of-way.
2. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. **The Shop - Farm is approved for personal use only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Shop - Farm for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.**
5. The Shop – Farm shall not be used as a dwelling.
6. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
7. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.**
8. 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.

9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

a) Subdivision Application 13-SUB-14 SE 8-106-13-W5M (Highway 88 Connector Area) Simon Driedger

Delegate James Menchenton answered questions regarding the Water Act and ESRD's procedure regarding low lying lands.

MPC-14-05-085 **MOVED** by Elmer Derksen

That Subdivision Application 13-SUB-14 in the name of Simon Driedger on SE 8-106-13-W5M be APPROVED with the following conditions:

1. This approval is for one subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) The Proposed parcel is adjacent to and contains wetlands. Any activity that could impact the wetland including drainage, ditching into or out of the waterbody, infilling or excavation would require a Water Act Authorization before beginning any activity.**
 - c) Provision of access to 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 2009.
- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

6. MISCELLANEOUS ITEMS

a) Terms of Reference

MPC-14-05-086 **MOVED** by Elmer Derksen

Recommend to Council that 3 MPC Members should go to the Alberta Development Officers Association Conference effective November, 2014.

CARRIED

b) Action List

MPC-14-05-087 **MOVED** by Beth Kappelar

That the action list be received for information.

CARRIED

7. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ May 22, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ June 12, 2014 at 10:00 a.m. in La Crete
- ❖ June 25, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ July 10, 2014 at 10:00 a.m. in La Crete
- ❖ July 24, 2014 at 10:00 a.m. in Fort Vermilion

8. **ADJOURNMENT**

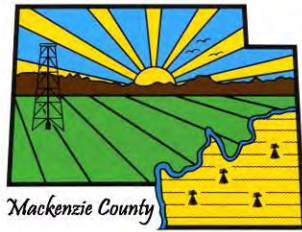
MPC-14-05-088 **MOVED** by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 11:11 a.m.

CARRIED

These minutes were adopted this 22nd day of May, 2014.

Wally Schroeder, Vice Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Community Sustainability Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The adopted minutes of the April 4th, 2014 meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That the Community Sustainability Committee meeting minutes of April 4th, 2014 be received for information.

Author: Andrew O'Rourke **Reviewed by:** _____ **CAO** _____

**Mackenzie County
Community Sustainability Committee Meeting
Thursday, April 4, 2014, 11:00 am
Fort Vermilion, AB**

PRESENT: Bill Neufeld Reeve
Lisa Wardley Councillor
John W. Driedger Councillor
Peter Braun Councillor
Eric Jorgensen Councillor

ALSO PRESENT: Joulia Whittleton Chief Administrative Officer
Byron Peters Director of Planning & Development
Andrew O'Rourke Economic Development Officer /
Recording Secretary

ABSENT:

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

Joulia Whittleton called the meeting to order at 11:16 a.m.

TERMS OF REFERENCE 2. a) **Committee Terms of Reference Document –Revised 2013-11-29**

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

Recommend to council to amend the Terms of Reference as discussed.

CARRIED

ORGANISATIONAL:

MOTION 002-14 3. a) **Election of Chair**

Councillor Braun nominated Councillor Wardley

Councillor Wardley acclaimed as chair

CARRIED

b) Election of Vice-Chair

MOTION 003-14 Reeve Neufeld nominated Councillor Braun

Councillor Braun acclaimed as vice chair

CARRIED

MINUTES: 4. a) Minutes from January 24, 2011 meeting

MOTION 004-14 **MOVED by Vice-Chair Braun**

That the January 24, 2011 minutes be approved as amended.

CARRIED

Chair Wardley recessed the meeting at 12:30 p.m. and reconvened the meeting at 1:25 p.m.

BUSINESS: 5. a) **Four-Step Community Sustainability Plan**
Reviewed by committee Pages 1 - 45
b) Administration to incorporate changes as discussed

Chair Wardley recessed the meeting at 2:37 p.m. and reconvened the meeting at 2:50 p.m.

NEXT MEETING DATE: 6. a) **Next Meeting Date** – May 14, 2014 in Fort Vermillion office

ADJOURNMENT: 7. a) **Adjournment**

MOTION 006-14 **MOVED by Councillor Driedger**

That the Community Sustainability Committee meeting be adjourned at 3:57 p.m.

Minutes Approved

Committee Chair
Lisa Wardley

Committee Secretary
Andrew O'Rourke



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Request for Quotation Bridge File - 81125

BACKGROUND / PROPOSAL:

Bridge File 81125 is located on Range Road 14-4 a half mile north of Wilson Prairie Rd, this is the location slated for the installation of a temporary bridge.

The bridge has been built and is in the manufacturers yard waiting for the successful contractor to coordinate delivery to site.

On behalf of the County, WSP put out an RFQ for the installation of the bridge only, road work will be performed by the County.

The closing date for the RFQ was 2:00 PM on June 9, 2014 at WSP's bridge division office.

WSP has reviewed the bids and provided a summary sheet as well as a letter of recommendation of award.

OPTIONS & BENEFITS:

Option 1:

To award the bridge installation project to the lowest qualifying bidder within budget as per WSP's letter of recommendation.

Option 2:

To amend the project budget and award to the lowest qualifying bidder.

Option 3:

To reject all bids due to budgetary constraints.

Author: John Klassen **Reviewed by:** _____ **CAO** _____

Benefits:

A benefit of following through with this Temporary bridge installation is the cost being substantially lower than installing multi plate pipes or a permanent bridge structure, also this device is owned by the County and could be used at other locations when GAP funding is reintroduced and a permanent crossing is installed.

COSTS & SOURCE OF FUNDING:

Costs:

Actual costs to be determined as per RFQ's

Total budget = \$320,553.00

Costs to date = \$ 21,875.00 – Jim Bob for 25% payment of the bridge.
= \$ 3,609.00 – WSP Engineering
= \$ 25,484.00

Projected costs = \$ 65,625.00 – Jim Bob remaining 75% of bridge payment.
= \$ 25,000.00 – Bridge delivery to site from Rocky Mountain House.

Remaining for the RFQ and engineering = \$204,444.00

To be funded from the 2014 approved capital budget

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

To be determined by the RFQ submissions.

Author: John Klassen Reviewed by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Ron Pelensky, Director of Community Services and Operations
Title:	TENDERS Request for Quotation – 2014 Crack Sealing (RFQ-CS014)

BACKGROUND / PROPOSAL:

As per the 2014 approved Operating Budget, administration prepared and advertised the 2014 Crack Sealing RFQ which included Fort Vermilion, La Crete and Zama; with a closing date of 12:00 p.m. MST June 11, 2014 to be opened that same day during the Council meeting.

OPTIONS & BENEFITS:

Option 1:

That the 2014 Crack Sealing work be awarded to the lowest qualified bidder subject to being within budget.

Option 2:

That the 2014 Crack Sealing work be referred to the Public Works Committee for review and that a recommendation be brought back to Council.

COSTS & SOURCE OF FUNDING:

Costs:

To be determined as a result of the RFQ opening.

Funding:

To be funded from the approved 2014 Operating Budget.

Author: J Batt **Reviewed by:** Ron Pelensky **CAO** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Advertised on the Alberta Purchasing Connection web site.

RECOMMENDED ACTION:

Motion 1:

That the 2014 Crack Sealing Request for Quotations be opened.

Motion 2:

That the 2014 Crack Sealing work be awarded to the lowest qualified bidder subject to being within budget.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	TENDERS Request for Quotation – Line Painting (RFQ-LP014)

BACKGROUND / PROPOSAL:

As per the 2014 approved Operating Budget, administration prepared and advertised the 2014 Line Painting RFQ which included Fort Vermilion, La Crete and Zama; with a closing date of 1:30 p.m. MST June 11, 2014 to be opened that same day during the Council meeting.

OPTIONS & BENEFITS:

Option 1:

That the 2014 Line Painting work be awarded to the lowest qualified bidder subject to being within budget.

Option 2:

That the 2014 Line Painting work be referred to the Public Works Committee for review and that a recommendation be brought back to Council.

COSTS & SOURCE OF FUNDING:

Costs:

To be determined as a result of the RFQ opening.

Funding:

To be funded from the approved 2014 Operating Budget.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Advertised on the Alberta Purchasing Connection web site.

RECOMMENDED ACTION:

Motion 1:

That the 2014 Line Painting Request for Quotations be opened.

Motion 2:

That the 2014 Line Painting work be awarded to the lowest qualified bidder subject to being within budget.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	TENDERS 2014 Wheel Loader Tender

BACKGROUND / PROPOSAL:

As per the 2014 approved Capital Budget, administration prepared and advertised the 2014 Wheel Loader Tender with a closing date of 1:30 p.m. MST June 11, 2014 to be opened that same day during the Council meeting.

OPTIONS & BENEFITS:

Option 1:

That the 2014 Wheel Loader Purchase be awarded to the lowest qualified tender subject to highest points in Evaluation Criteria and being within budget.

Option 2:

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

COSTS & SOURCE OF FUNDING:

Costs:

To be determined as a result of the tender opening.

Funding:

To be funded from the approved 2014 Capital Budget.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Advertised on the Alberta Purchasing Connection web site.

RECOMMENDED ACTION:

Motion 1:

That the 2014 Wheel Loader Tenders be opened.

Motion 2:

That the 2014 Wheel Loader Tender be awarded to the lowest qualified tender subject to highest points in Evaluation Criteria and being within budget.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	TENDERS High Level Golf Course Road – Granular Base Course, Asphalt Concrete Pavement and Other Work

BACKGROUND / PROPOSAL:

As per the 2014 approved capital budget the High Level Golf Course Road – Granular Base Course, Asphalt Concrete Pavement and Other Work Tender was tendered with a closing date of 4:00 p.m. on June 11, 2014 and to be opened at 4:01 p.m. that same day during the Council meeting.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Costs:

To be determined as a result of the tender opening.

Funding:

To be funded from the approved 2014 capital budget.

SUSTAINABILITY PLAN:

N/A

Author: C. Gabriel **Reviewed by:** _____ **CAO** JW

COMMUNICATION:

RECOMMENDED ACTION:

Motion 1:

That the High Level Golf Course Road – Granular Base Course, Asphalt Concrete Pavement and Other Work tenders be opened.

Motion 2:

That the High Level Golf Course Road – Granular Base Course, Asphalt Concrete Pavement and Other Work tender be awarded to the lowest qualified tender subject to being within budget.

Author: C. Gabriel Reviewed by: CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	TENDERS Heritage Road (Township Road 106-0) – Grading, Granular Base Course, Asphalt Concrete Pavement and Other Work

BACKGROUND / PROPOSAL:

As per the 2014 approved capital budget the Heritage Road (Township Road 106-0) – Grading, Granular Base Course, Asphalt Concrete Pavement and Other Work Tender was tendered with a closing date of 4:00 p.m. on June 11, 2014 and to be opened at 4:01 p.m. that same day during the Council meeting.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Costs:

To be determined as a result of the tender opening.

Funding:

To be funded from the approved 2014 capital budget.

SUSTAINABILITY PLAN:

N/A

Author: C. Gabriel **Reviewed by:** _____ **CAO** JW

COMMUNICATION:

RECOMMENDED ACTION:

Motion 1:

That the Heritage Road (Township Road 106-0) – Grading, Granular Base Course, Asphalt Concrete Pavement and Other Work tenders be opened.

Motion 2:

That the Heritage Road (Township Road 106-0) – Grading, Granular Base Course, Asphalt Concrete Pavement and Other Work tender be awarded to the lowest qualified tender subject to being within budget.

Author: C. Gabriel Reviewed by: _____ CAO _____

The purpose and intent of this LAND USE DISTRICT is to provide land which has a variety of natural and physical features for general recreation purposes in both rural and urban areas of the COUNTY.

A. PERMITTED USES	B. DISCRETIONARY USES
<ul style="list-style-type: none"> a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) b) INSTITUTIONAL USE c) PARK d) TOURIST INFORMATION FACILITY 	<ul style="list-style-type: none"> a) CAMPGROUND b) CARETAKERS RESIDENCE/SECURITY SUITE c) CLUB HOUSE d) CONVENIENCE STORE accessory to the principal use e) EXHIBITION GROUNDS 1 f) EXHIBITION GROUNDS 2 g) EXTENSIVE RECREATIONAL USE h) INTENSIVE RECREATIONAL USE i) MUSEUM j) PUBLIC USE k) RECREATIONAL VEHICLE PARK l) RIFLE/SKEET RANGE m) Uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours

C. DISTRICT REGULATIONS

In addition to the Regulations contained in Section 7, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

(a) Lot Dimensions: At the discretion of the Development Authority

(b) Minimum Setbacks: At the discretion of the Development Authority

(c) Site Coverage: At the discretion of the Development Authority

C. ADDITIONAL REQUIREMENTS

(a) In addition to Section 7.28 of this BYLAW, the Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Authority.

(b) Exterior finish is required to meet the specifications of the Development Authority giving consideration to the location and surroundings. Exterior finish may be

Author: L. Lambert Reviewed by: CAO

required to be wood, metal, or similar siding, brick or stucco. The finish and appearance of buildings should complement other structures and natural site features to the satisfaction of the Development Authority.

D. OTHER REQUIREMENTS

The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this DISTRICT.

Many of the current Recreational Districts within Mackenzie County are zoned as Public Institutional or Direct Control. The Public Institutional does not allow for the sale or distribution of alcohol; however they have been for years. The one that is zoned Direct Control giving them the approval for alcohol sales has run into major issues in trying to obtain a development permit in a timely manner as the zoning requires that ALL permits must be taken to Council for a decision.

Therefor in order to help the non-profit organizations in clarifying this matter, Council also made the following motion on December 10, 2013:

Motion 13-12-896 MOVED by Councilor Wardley

That the fees be waived for any non-profit organization that applies to rezone their property to REC 2 if received before March 31, 2014.

Most of the applications were received by March 31, 2014 aside from the Royal Canadian Legion. It was not received at the County office until the second week in April. However, this was not at the fault of the local Legion member as the application needed to be presented at a regular scheduled meeting and then approved and signed by their regional manager. The application was originally dated March 26, 2014; however it was not signed until April 7, 2014. (It also took County administration a while to find the local contact person).

OPTIONS & BENEFITS:

To shorten the approval time period for development permits. Eliminate the need of rezoning recreational areas to Direct Control.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the County

Author: L. Lambert Reviewed by: _____ CAO _____

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning of districts within the hamlets. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

COMMUNICATION:

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

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 941-14 being the rezoning of the subject parcels known as: Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14, Plan 580KS;; Lot N, Plan 882 1687, Block 11, Lot 4MR, Plan 882 1687, Block 15, Lot 2MR, SE 16-110-19-W5M, and Part of SW 3-110-17-W5M from their current districts to Recreational 2 District "REC2".

MOTION 2

That third reading be given to Bylaw 941-14 being the rezoning of the subject parcels known as: Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14, Plan 580KS;; Lot N, Plan 882 1687, Block 11, Lot 4MR, Plan 882 1687, Block 15, Lot 2MR and SE 16-110-19-W5M, Part of SW 3-110-17-W5M from their current districts to Recreational 2 District "REC2".

Author: L. Lambert Reviewed by: _____ CAO _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 941-14

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Amendment and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

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

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 941-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate liquor sales in recreation areas.

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

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

Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14,
Plan 580KS;; Lot N,
Plan 882 1687, Block 11, Lot 4MR,
Plan 882 1687, Block 15, Lot 2MR,
SE 16-110-19-W5M,
Plan 122 3816, Block 2, Lot 1,
Part of SW 3-110-17-W5M

within Mackenzie County, be rezoned from their current districts to Recreational 2 District "REC2" as outlined in Schedule "A" hereto attached.

READ a first time this 28th day of April, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW No. 941-14

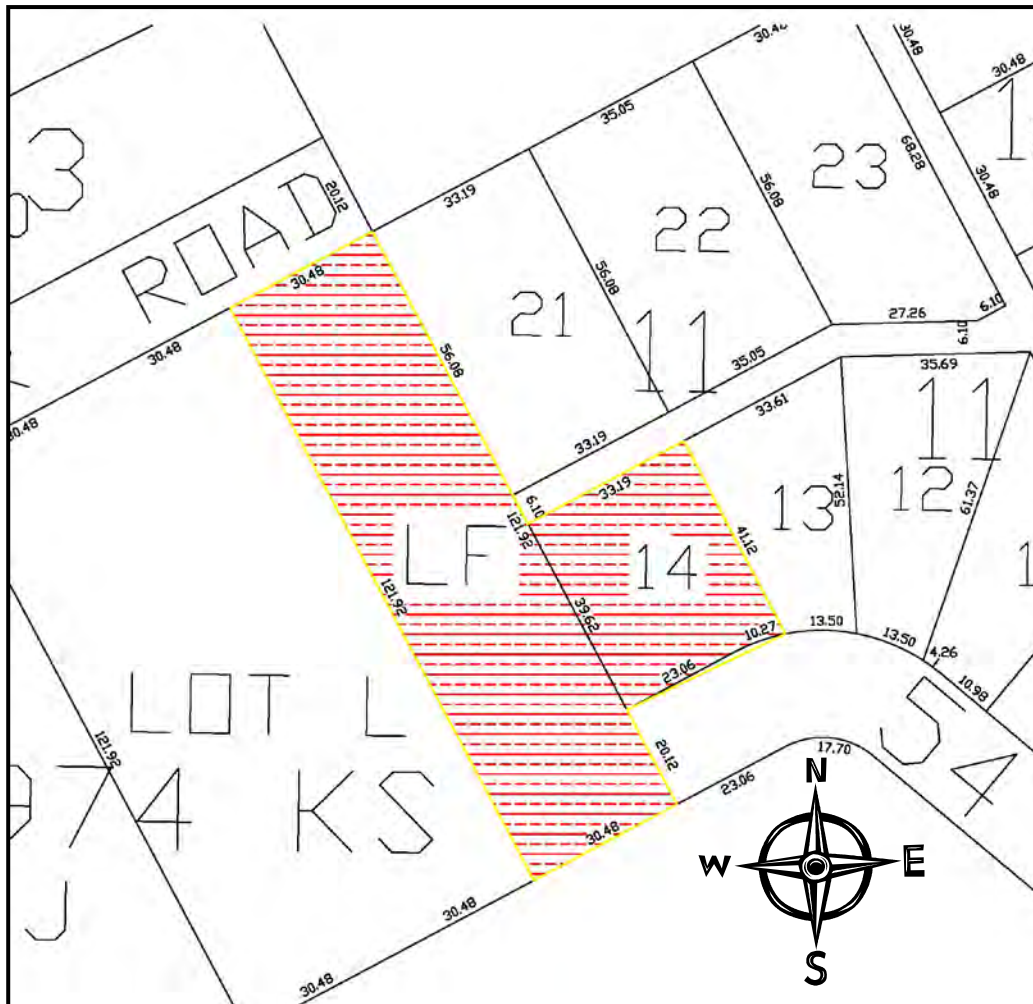
SCHEDULE “A”

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

Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14, Plan 580KS;; Lot N, Plan 882 1687, Block 11, Lot 4MR, Plan 882 1687, Block 15, Lot 2MR, SE 16-110-19-W5M, Plan 122 3816, Block 2, Lot 1 & Part of SW 3-110-17-W5M

within Mackenzie County, be rezoned from the following Districts to Recreational District 2 “REC2”

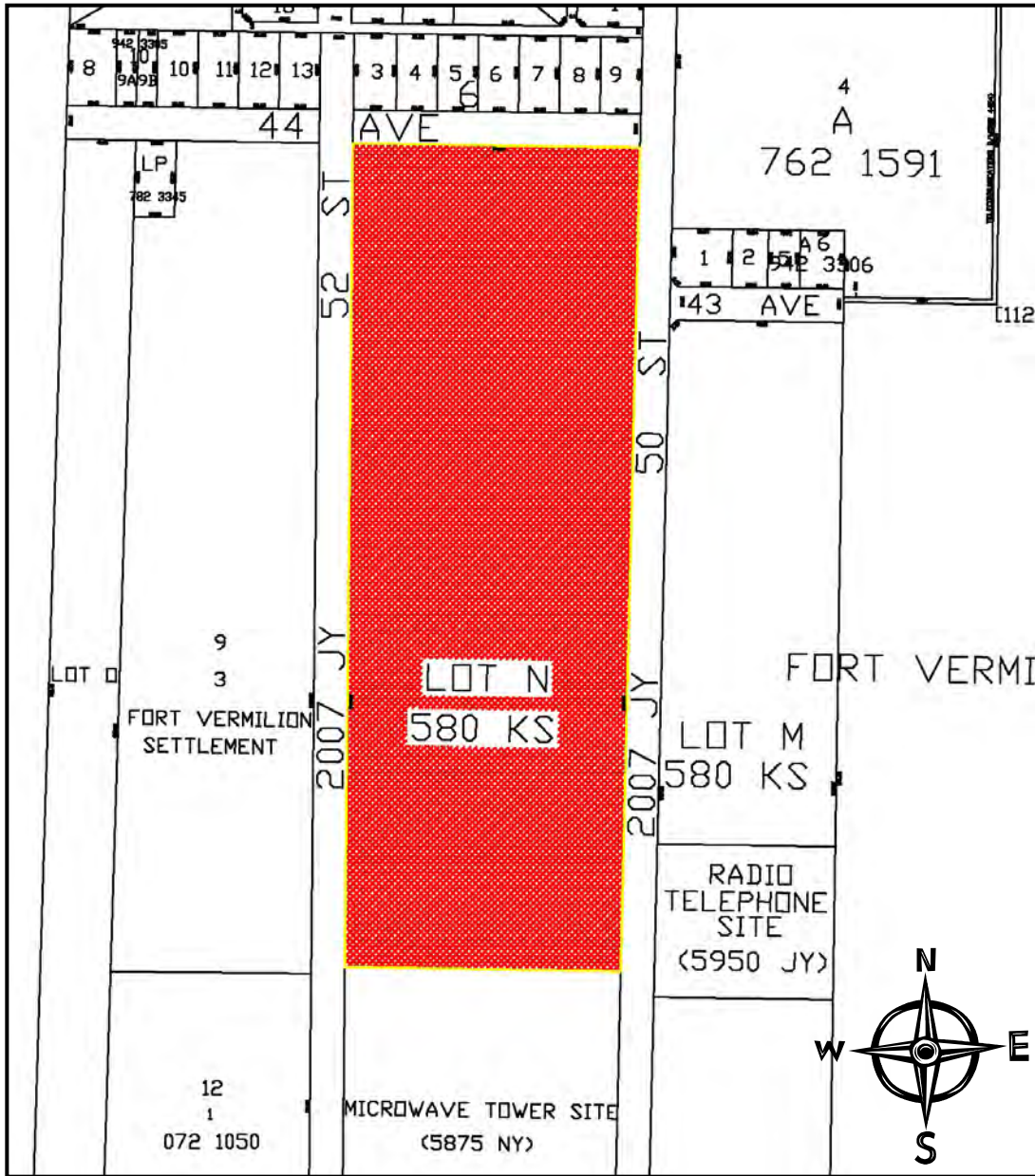
Fort Vermilion Royal Canadian Legion Hall
Plan 4974RS,; Lot LF & Plan 2938RS, Block 11, Lot 14



FROM: Hamlet Residential 1 “HR1”

TO: Recreational District 2 “REC2”

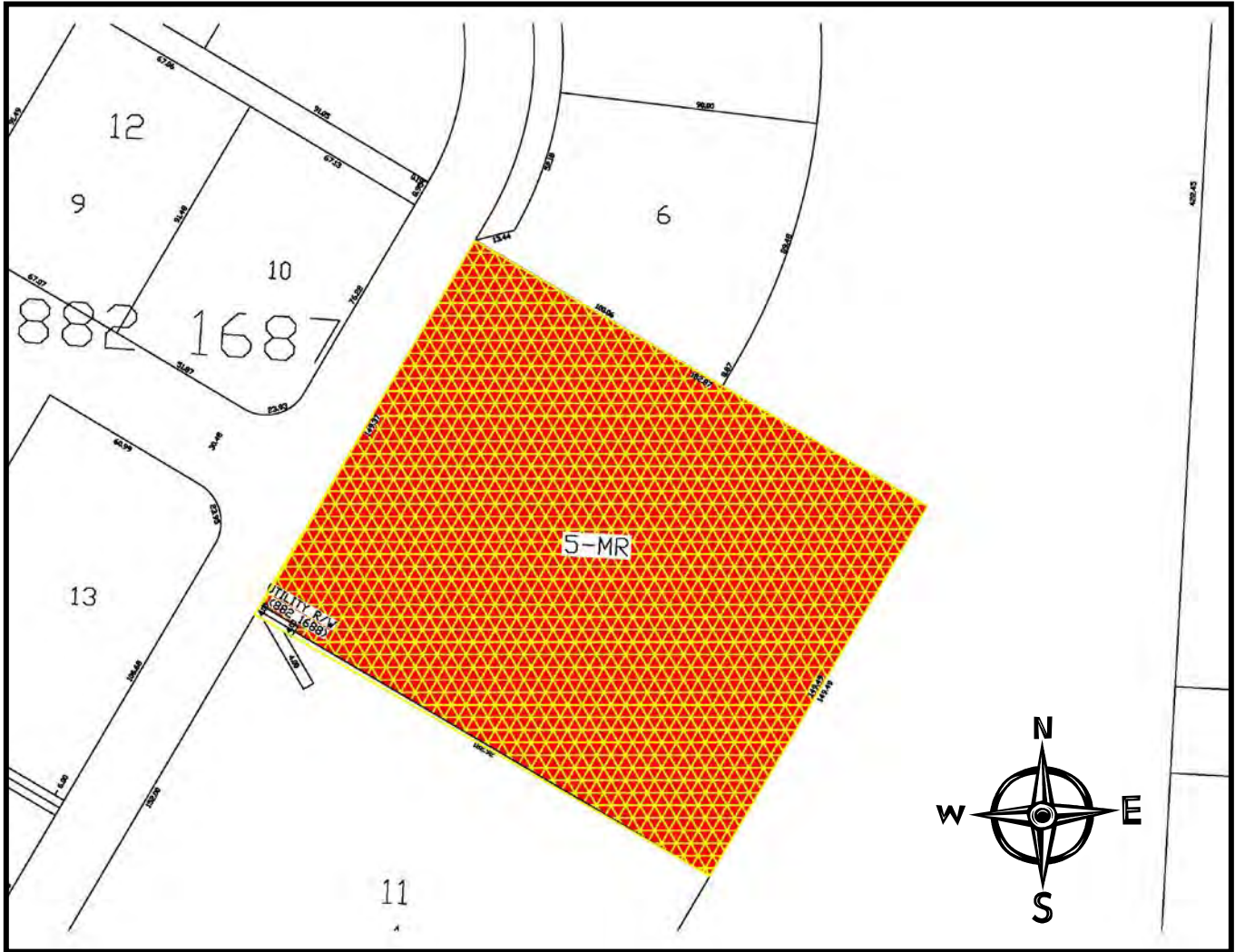
Fort Vermilion Recreation Board
Plan 580KS;; Lot N



FROM: Public Institution "P"

TO: Recreational District 2 "REC2"

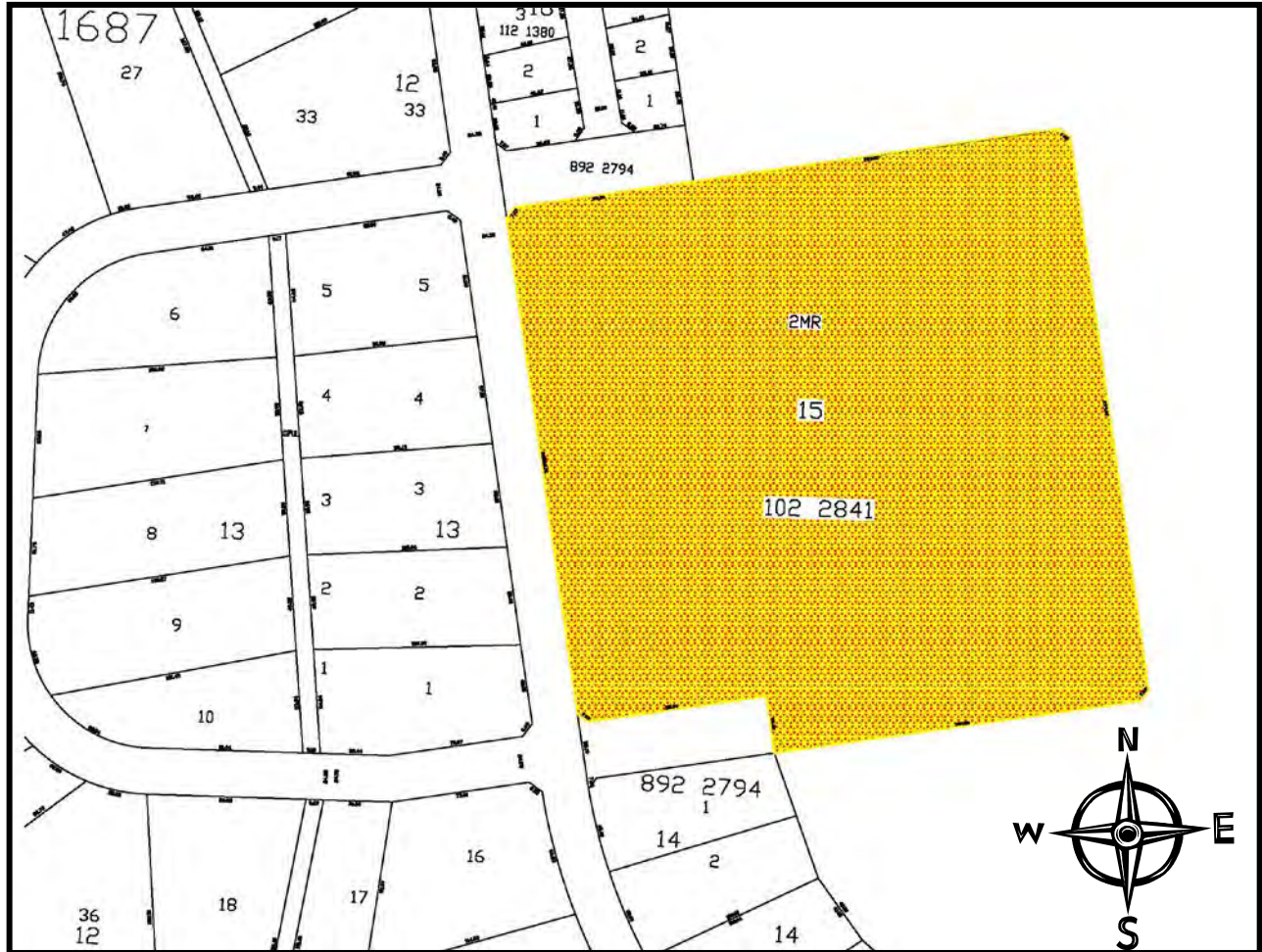
Zama Recreation Society
Plan 882 1687, Block 11, Lot 4MR



FROM: Public Institution "P"

TO: Recreational District 2 "REC2"

Zama Park/Campgrounds
Plan 882 1687, Block 15, Lot 2MR



FROM: Public Institution "P"

TO: Recreational District 2 "REC2"

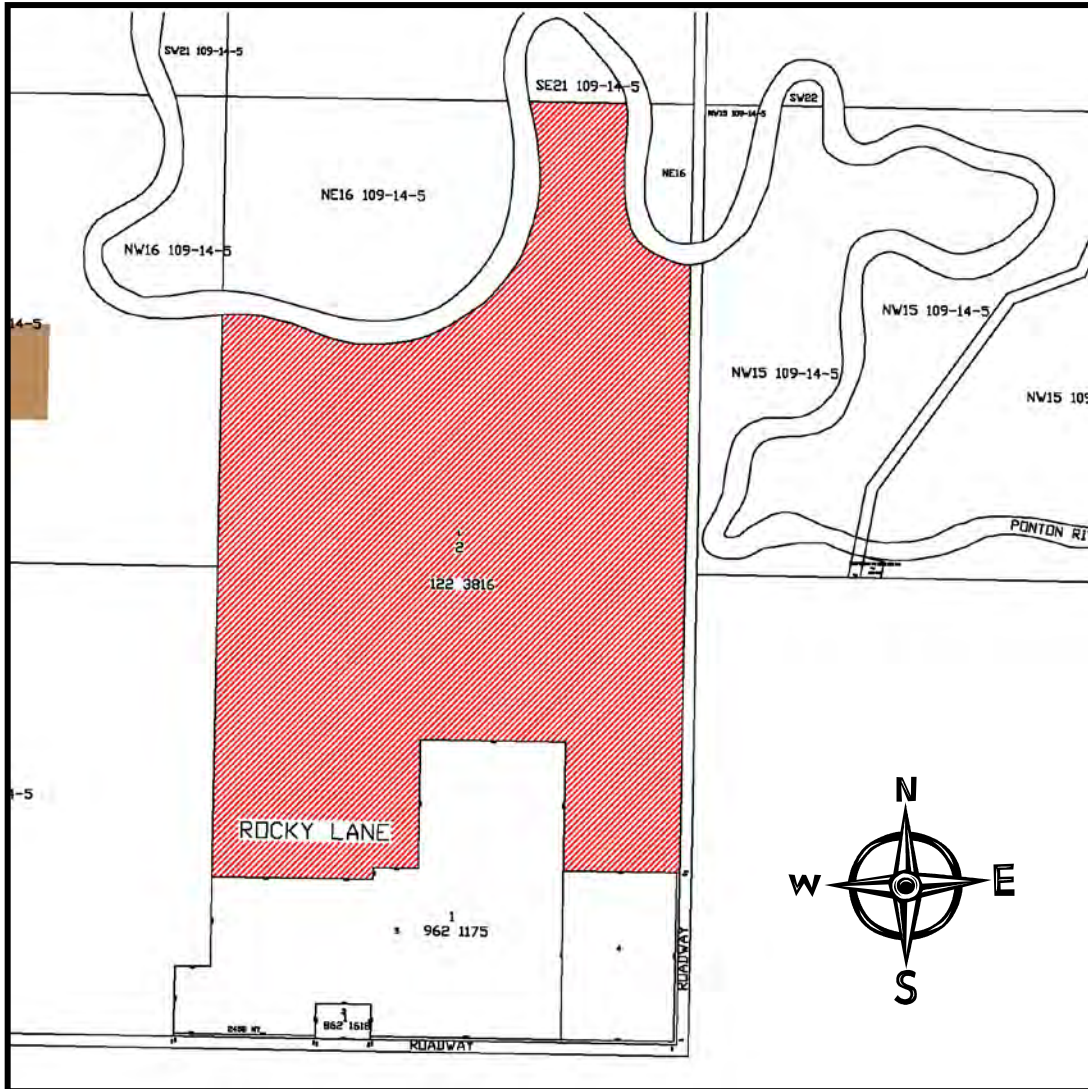
High Level Golf & Country Club
SE 16-110-19-W5M



FROM: Direct Control "DC"

TO: Recreational District 2 "REC2"

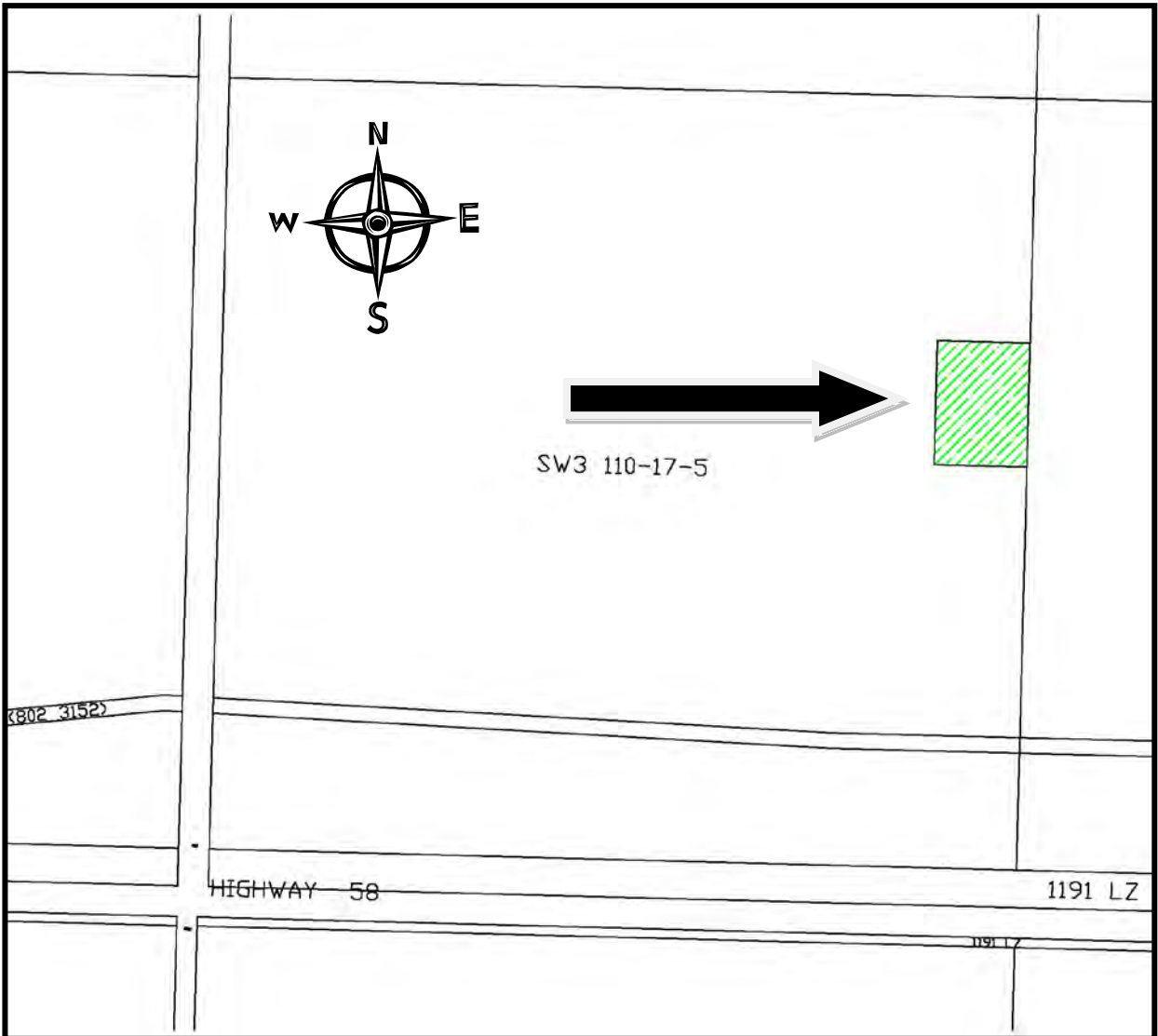
Rocky Lane Ag Society
Plan 122 3816, Block 2, Lot 1



FROM: Agricultural "A"

TO: Recreational District 2 "REC2"

High Level Rural Community Hall Society
Part of SW 3-110-17-W5M



FROM: Agricultural "A"

TO: Recreational District 2 "REC2"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>Royal Canadian Legion Hallett-Hansley Br. 243</i>		
ADDRESS <i>5401 River Road</i>		
TOWN <i>Fort Vermilion</i>		
POSTAL CODE <i>T0H 1N0</i>	PHONE (RES.) <i>780-927-4866</i>	BUS. <i>780-841-4866</i>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
						<i>4974 KS</i>	<i>—</i>	<i>F</i>

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Residential* TO: *Recreational 2 (REC2)*

REASONS SUPPORTING PROPOSED AMENDMENT:

ALSO:
5403-49 A Ave., Fort Vermilion
L14 B11 P1 2938RS

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ _____ RECEIPT NO. _____

Royal Canadian Legion Hallett-Hansley Branch 243 *March 26, 2014*
 APPLICANT DATE

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

[Signature] *President* *April 7, 2014*
 REGISTERED OWNER DATE

Byron Peters

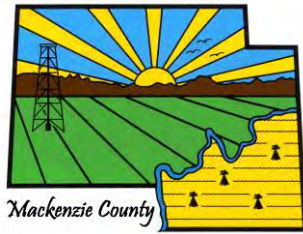
From: Gilbert Lambert <gilbertlambert@hotmail.com>
Sent: Monday, May 26, 2014 10:09 AM
To: Office; Liane Lambert; Byron Peters
Subject: rezoning of recreation area on 44 ave in fort vermilion.

I disapprove of the rezoning of Plan 580 ks, Lot N in Fort Vermilion. for the distribution of alcohol in recreation areas.

This activity directly affects the neighbourhood security and street in the area.

thank you.

Gilbert Lambert
box 293
Fort Vermilion, AB
T0H 1N0
780-927-3969



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: June 11, 2014

Presented By: Byron Peters, Director of Planning & Development

Title: PUBLIC HEARING
Bylaw 955-14 Land Use Bylaw Amendment to Rezone Part of Plan 962 1175, Block 1, lot 5 (PT. of SE 16-109-14-W5M) from Agricultural District 'A' to Residential Condominium District 'RCD'. (Rocky Lane)

BACKGROUND / PROPOSAL:

Bylaw 955-14 being a Land Use Bylaw Amendment to rezone part of Plan 962 1175, Block 1 (Part of SE 16-109-14-W5M) from Agricultural District (A) to Residential Condominium District (RCD) in order to sell the land with three houses as one package, received first reading at the May 13, 2014 Council Meeting.

On January 10, 2013 Bylaw 885-13 being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural District (A) to Residential Condominium District "RCD" was presented to the MPC for review.

Due to some concerns about possible tax implication should the land be sold to the Native Band the following motion was made.

MOTION 13-09 **MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommendation to Council be for Approval of Bylaw 8__-12, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District (RCD) subject to legal consultation.

Legal advice was obtained on January 30, 2013 concluding that the subject lands, should they be sold to the Native Band, would not be eligible for exemption from Taxation.

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

On February 12, 2013, Council defeated first reading of Bylaw 885-13 being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District "RCD".

The applicant is once again requesting to rezone this location; they have waited the required minimum of six months and are now allowed to reapply.

There is currently an entire section of land in a rural area south of High Level that is zoned RCD. This zoning district is not restricted to use within the hamlets. This rezoning was approved in 2008, and was to accommodate a large scale development.

Bylaw 955-14 was presented to the MPC on March 27, 2014 where the following motion was made:

MPC-14-03-044 **OPTION 2: (Recommend Approval)**
That the Municipal Planning Commission recommendation to Council for Approval of Bylaw 94_-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District "RCD", subject to public hearing input.

Background History

Years ago the Fort Vermilion School Division provided housing accommodations for teachers and staff. Due to the nature of the development, three residential dwellings were allowed to be built on a large subdivided parcel belonging to the school division.

The school board would like to sell the three houses together with land, including driveway and fencing, as the demand for teacher housing no longer exists and they do not foresee any future need for them.

The current Land Use Bylaw does not allow for more than one dwelling on a single parcel of land, particularly acreages. Therefore, the current zoning would not allow the three houses to be subdivided as one piece. Nor can it be divided into three smaller pieces unless it is rezoned into Rural Country Residential (The School district has no desire to create a multi-lot subdivision).

The houses are serviced by a water supply from the school cistern. Separate c/c's are at the front of each house with a water meter in basement. Each house has its own field sewage system behind the house (north side). Septic tanks are located near each house with a high level alarm in the basement. The new property line allows for field extensions if needed in the future.

Author: L. Lambert Reviewed by: _____ CAO _____

OPTIONS & BENEFITS:

Rezoning this piece of land into a Residential Condominium District fits the purpose of the School District making it possible to sell the land and houses all as one unit, as well as making it comply with Mackenzie County’s Land Use Bylaw regulations.

OPTION 1: (Refuse)

That second reading of Bylaw 955-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District “RCD” be defeated.

OPTION 2: (Recommend Approval)

That second and third reading be given to Bylaw 955-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District “RCD”, subject to public hearing input.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning districts within the County. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

COMMUNICATION:

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

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 955-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District “RCD”.

MOTION 2

That third reading be given to Bylaw 955-14, being a Land Use Bylaw amendment to rezone Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M) from Agricultural (A) to Residential Condominium District “RCD”.

Author: L. Lambert Reviewed by: _____ CAO _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 955-14

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Amendment and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

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

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 955-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate the development of a condominium area.

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

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

Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)

be rezoned from Agricultural "A" to Residential Condominium District "RCD", as outlined in Schedule "A" hereto attached.

READ a first time this 13th day of May, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

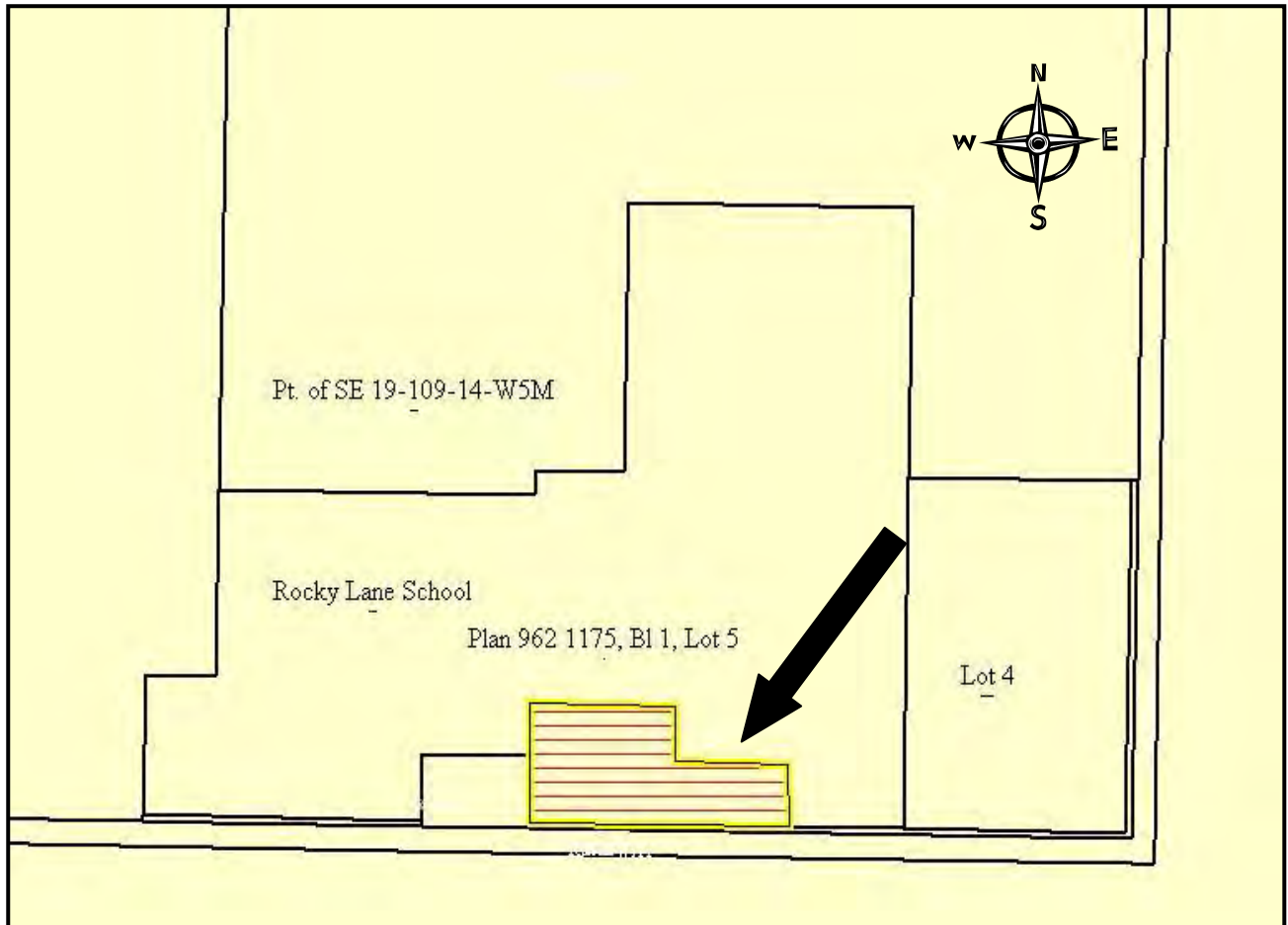
BYLAW No. 955-14

SCHEDULE "A"

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

Part of Plan 962 11175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)

within Mackenzie County, be rezoned from Agricultural "A" to Residential Condominium District "RCD", for the purpose of subdividing a portion of land containing three dwellings.



FROM: Agricultural "A"

TO: Residential Condominium District "RCD"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT Norman Buhler		
ADDRESS PO Bag 1		
TOWN Fort Vermilion, Alberta		
POSTAL CODE T0H 1N0	PHONE (RES.) 780-841-2905	BUS. 780-927-3766

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER Fort Vermilion School Division No. 52		
ADDRESS PO Bag 1		
TOWN Fort Vermilion, Alberta		
POSTAL CODE T0H 1N0	PHONE (RES.)	BUS. 780-927-3766

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. SE	SEC. 16	TWP. 109	RANGE 14	M. W5	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Existing School Property and or Residential Development TO: Residential Condominium District

REASONS SUPPORTING PROPOSED AMENDMENT:

The Fort Vermilion School Division has intentions of selling the three residential homes located on said property. The need for teacher housing for the Rocky Lane area is no longer in demand. It is our understanding that we require to have the land use re-classified prior to requesting a subdivision of property.

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

APPLICANT _____

DATE March 20, 2014

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

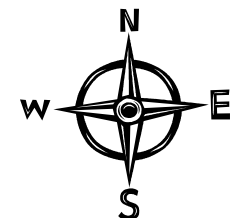
REGISTERED OWNER _____

DATE March 20, 2014

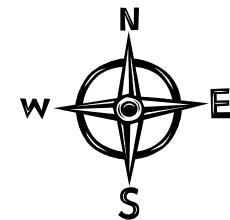
LAND USE BYLAW 955-14
Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)



Mackenzie County



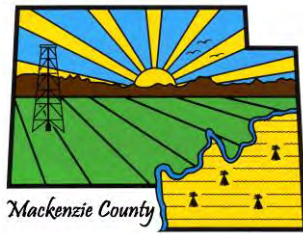
LAND USE BYLAW 955-14
Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)



LAND USE BYLAW 955-14

Part of Plan 962 1175, Block 1, Lot 5 (Part of SE 16-109-14-W5M)





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Bylaw 959-14 Amending Bylaw 455-04 being a Bylaw respecting the Water and Sewer System – 94 Avenue Sewer Connection Fee Bylaw

BACKGROUND / PROPOSAL:

Bylaw 455-04, being a Bylaw respecting the Water and Sewer System – 94 Avenue Sewer Connection Fee Bylaw, was approved at the February 8, 2005 Council meeting.

Clerical and typographical errors regarding legal descriptions were noted on this bylaw. Research was done and it was noted that the Street/Avenues in this area had changed after the bylaw was approved, creating errors in legal descriptions.

As per attachment, administration has corrected the Street/Avenue errors and included Lot, Block and Plans.

OPTIONS & BENEFITS:

That the Bylaw matches current addressing.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

Author: Sarah Martens **Reviewed by:** John Klassen **CAO** JW

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Motion 1:

That first reading be given to Bylaw 959-14, being an amendment to Bylaw 455-04 94th Avenue Sewer Connection Fee.

Motion 2:

That second reading be given to Bylaw 959-14, being an amendment to Bylaw 455-04 94th Avenue Sewer Connection Fee.

Motion 3: *(requires unanimous)*

That consideration be given to proceed to third reading of Bylaw 959-14, being an amendment to Bylaw 455-04 94th Avenue Sewer Connection Fee at this meeting.

Motion 4:

That third reading be given to Bylaw 959-14, being an amendment to Bylaw 455-04 94th Avenue Sewer Connection Fee.

Author: Sarah Martens **Reviewed by:** John Klassen **CAO** _____

BYLAW NO. 959-14

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

**TO AMEND MACKENZIE COUNTY BYLAW 455/04
94 AVE SEWER CONNECTION FEE BYLAW
IN THE HAMLET OF LA CRETE**

WHEREAS, Mackenzie County has adopted Mackenzie County Bylaw 455/04 on February 8, 2005;

WHEREAS, the Council of Mackenzie County in the Province of Alberta has deemed it appropriate to correct typographical and clerical errors respecting legal descriptions in Schedule 'A' of Bylaw 455/04;

WHEREAS, the Municipal Government Act authorizes a municipality by bylaw to revise a bylaw passed by the municipality; and

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

1. That Bylaw 455/04 Schedule 'A', Section 1 be replaced with the following:

A) Sewer Connection Fee - 94 Avenue La Crete

The approved 94 Avenue Water and Sewer Servicing Project
Cost of installation will be recovered through a service connection fee of
\$3,958.00/residential lot and \$6,582.00/industrial lot affecting the following
lots in the hamlet of La Crete:

North of 94th Avenue:

From 94thavenue along 92nd street to 95th avenue, from 92nd street along 95th
avenue and 95th street to 100th avenue to the East side of plan 0424700, Block
2, Lot 14; along 94th street South of 100th avenue.

Plan	Block	Lot
032 5931	03	01
032 5931	03	02
032 5931	03	03
032 5931	03	04
032 5931	03	05
032 5931	03	06
032 5931	04	01
032 5931	04	02

Plan	Block	Lot
032 5931	04	03
032 5931	04	04
032 5931	04	05
022 5319	01	02
022 5319	01	03
032 5939	01	04
032 5939	01	05
032 5931	02	05
032 5931	02	06
022 5319	02	01
022 5319	02	02
022 5319	01	06
022 5319	01	07
022 5319	01	08
022 5319	01	09
022 5319	02	03
022 5319	02	04
042 4700	01	10
042 4700	01	11
042 4700	01	12
042 4700	01	13
042 4700	01	14
042 4700	02	05
042 4700	02	06
042 4700	02	07
042 4700	02	09
042 4700	02	10
042 4700	02	12
042 4700	02	13

South of 94th Avenue:

From 94th avenue along 94th & 95th street to 87 88th avenue; from the West side of Plan 0520560, Block 5, Lot 1 along 87 88th avenue to 93rd street; from 87 88th avenue along 93rd street to 92 91st avenue; from 94th street along 91st street ~~avenue~~ & 92nd avenue to the East side of Plan 0520560. Block 5, Lot 8.

Plan	Block	Lot
992 0893	01	01
992 0893	01	02
992 0893	01	03
992 0893	01	04
992 0893	01	05

Plan	Block	Lot
992 0893	01	07
992 0893	01	08
022 6056	02	02
022 6056	03	01
022 6056	03	03
022 6056	04	01
022 6056	04	02
022 6056	04	10
052 0560	04	04
052 0560	04	05
052 0560	04	06
052 0560	04	07
052 0560	04	08
052 0560	04	09
052 0560	01	09
052 0560	05	01
052 0560	05	02
052 0560	05	03
052 0560	05	05
052 0560	05	06
052 0560	05	07
052 0560	05	08
112 3694	2	2

Industrial Area:

From 94th avenue along 97 98th street to 101 avenue; from 97 98th street along 101 avenue to 99th street; and from Lot 16, Block 5, plan 8921327 along 99th street to the North end of Plan 9421213, Block 19, Lot 3.

Plan	Block	Lot
942 1213	19	3
3707NY		C
5936RS	RW	106
892 1327	5	16
962 1721	18	6
962 1721	18	7
962 1721	18	8
962 1721	18	9
962 1726	18	10
942 0728	17	9
022 7658	22	1
022 7658	22	2

Plan	Block	Lot
022 7658	22	3
022 7658	22	4
022 7658	22	5
022 7658	22	6
022 7658	21	1
022 7658	21	2
022 7658	21	3
022 7658	21	4
022 7658	21	5
022 7658	21	6
062 8217	17	10
062 8217	17	11
082 7720	18	6
082 7720	18	7
052 4622	23	4
052 4622	23	5
052 4622	23	6
052 4622	23	7
052 4622	23	8
062 6286	23	10

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

READ a first time this _____ day of _____, 2014.

READ a second time this _____ day of _____, 2014.

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

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Budget Amendment – Oil Dust Control

BACKGROUND / PROPOSAL:

Administration was given direction to investigate the costs of applying oil dust control on a few heavily traveled roads within and adjacent to the Hamlet of La Crete, this consist of 113 street, 109 Ave and River Drive for a total of 3 miles/4.8 km’s.

The County applied oil to these roads about 5 years ago and it lasted for 3 years and for the last 2 have been using calcium at these locations.

Administration also asks that consideration be given to reapply an oil product to the West La Crete Road, this was also done about 5 years back and should be reapplied once more, this method was used to secure the pit run material that kept working its way to the surface during routine maintenance and has worked.

OPTIONS & BENEFITS:

Option 1:

To amend the budget and apply oil dust control on the above noted roads.

Option 2:

To continue applying calcium dust control product to the above noted roads.

The benefit of applying oil is the fact that it lasts longer than calcium and does not produce a residue during and after a rain.

A con to using oil is, maintenance of the product is substantially more labor intensive, this requires patching until the potholes get so bad that it needs to be ripped and relayed.

Author: John Klassen **Reviewed by:** _____ **CAO** JW

Therefore administration recommends if the County decides to use oil once again that it be for municipal use only, which will allow us to maintain it as required.

COSTS & SOURCE OF FUNDING:

Administration received prices from two suppliers and having discussions with them both recommend a product with a higher oil content, the product we used in the past was DL-10 Special which is slightly diluted with water and works good under the right soil conditions.

The County has depleted its gravel supply in the West La Crete pit and therefore will need to purchase the product.

Below are costs from both suppliers;

Supplier #1

DL 10 Special = \$0.737 per liter FOB La Crete
 SC 250 = \$0.995 per liter FOB La Crete (recommended)

Supplier #2

SB-90 = \$0.899 per liter FOB La Crete (recommended)

To complete the 3 miles around La Crete:

DL-10 Special	= \$114,000.00
Gravel	= \$ 62,000.00
Total	= \$176,000.00

SC-250	= \$147,000.00
Gravel	= \$ 62,000.00
Total	= \$209,000.00

SB-90	= \$139,000.00
Gravel	= \$ 62,000.00
Total	= \$201,000.00

West La Crete Road 2 miles:

DL-10 Special	= \$ 75,500.00
Gravel	= \$ 45,000.00
Total	= \$120,500.00

SC-250	= \$ 98,000.00
Gravel	= \$ 45,000.00
Total	= \$143,000.00

Author: John Klassen Reviewed by: _____ CAO JW

SB-90	= \$ 93,000.00
Gravel	= \$ 45,000.00
Total	= \$138,000.00

Administration recommends using SB-90 to do both roads and amend the 2014 budget as follows:

La Crete Hamlet = \$201,000.00 plus West La Crete road = \$138,000.00 for a total of \$339,000.00

If Council chooses to proceed with amending the budget (Option 1), funds could be taken out of the General Operating Reserve.

SUSTAINABILITY PLAN:

NA

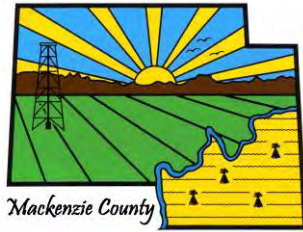
COMMUNICATION:

NA

RECOMMENDED ACTION:

For discussion.

Author: John Klassen Reviewed by: _____ CAO JW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Disposal of Assets – Seniors Bus (Unit #1038)

BACKGROUND / PROPOSAL:

Public Works Shop in La Crete had an inquiry from a nonprofit organization about the donation of the previous senior’s bus.

The inquiry prompted following motion of Council:

MOTION 14-05-321 MOVED by Councillor Wardley

That Mackenzie County donates the previous senior’s bus (Unit #1038) “as is where is” to a local nonprofit organization which in turn releases the County from any further obligations regarding operations and maintenance of the said unit and that administration advertise an expression of interest.

CARRIED

Administration advertised the donation of said unit with the letters of interest to be received in Fort Vermilion Office prior to June 10, 2014.

OPTIONS & BENEFITS:

Option 1:

That the Previous Senior’s Bus be donated “as is where is” to the nonprofit organization with the most appealing letter of interest.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** JW

Option 2:

In the event that we receive no letters of interest, administration suggests:

That Mackenzie County ships the unit to a Richie Brothers sale.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Advertised in Big Deal Bulletin, The Northern Pioneer, The Echo and Mackenzie County Facebook page.

RECOMMENDED ACTION:

Motion 1:

That the letters of interest concerning the donation of the Previous Senior's Bus be opened and read.

Motion 2:

That the Previous Senior's Bus (Unit 1038) be donated "as is where is" to _____.

Author: S Wheeler Reviewed by: John Klassen CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Clarification of Policy FIN018 Local Improvement Tax Application in Regards to Lakeside Estates

BACKGROUND / PROPOSAL:

On March 6, 2014 a subdivision improvement meeting with the residents of Lakeside Estates was held. Paving and street lighting was discussed. Residents agreed that they were not in favor of pavement and full scale street lighting at this time. However, the consensus was to install three additional street lights on corners for illumination and safety. At the same meeting, the Lakeside Estate residents expressed that they may be in favor of pursuing a full scale street improvement project in the future.

The installation of the above mentioned street lights prompted Administration seeking clarification on the highlighted portion of the attached Policy. With the question being: does the installation of three street lights fall within the policy if no street improvement is to take place and a local improvement charge should apply?

OPTIONS & BENEFITS:

Option 1:

That Policy FIN018 be amended to include street light installations as stand-alone projects.

Option 2:

That administration proceeds with installation of three street lights in the Lakeside Estates subdivision as per 2014 budget and no local improvement charge shall be applied for stand-alone street light installation projects in the established subdivisions.

Author: S Wheeler **Reviewed by:** John Klassen **CAO** JW

COSTS & SOURCE OF FUNDING:

The quoted cost for the street lights $\$7,500 \times 3 = \$22,500$

As per 2014 Capital Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Administration would prepare a local improvement bylaw, advertise and correspond with Lakeside Estates residents as required.

RECOMMENDED ACTION:

For discussion.

Author: S Wheeler Reviewed by: John Klassen CAO

Mackenzie County

Title	Local Improvement Tax Application	Policy No:	FIN018
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Purpose

To provide for the implementation of local improvement tax to be assessed in all areas for the installation of improvements such as curb, gutter, pavement and sidewalks, improvements to **street lighting structures during a street improvement from rural to urban standard**, and new hamlet water and sewer mains installation.

Local improvement tax will be assessed in accordance with Division 7, Local Improvement Tax, of the Municipal Government Act.

DEFINITIONS

For the purpose of this policy the following definition shall apply:

Frontage, Residential means the entire length in meters of the street-facing property line of a lot with an assigned address, excluding a municipal lane or alleyway.

Frontage, Non-Residential means the length in meters of the property line of non-residential use, parallel to and along each legally accessible public street, excluding a municipal lane or alleyway that it borders.

Street improvements are defined as a structural enhancement such as ditch to curb and gutter, and no sidewalk to sidewalk, upgrades to street lighting from wood pole to steel pole structures.

POLICY STATEMENT AND GUIDELINES

Mackenzie County recognizes the need for a local improvement tax to be charged for the installing of new or for the improving of municipal infrastructure in the residential, institutional, industrial and commercial areas within the hamlets. This tax is needed to supplement the annual budget approvals so that all needed improvements can be made in a timely manner.

The specified percentage of total local improvement cost to be assessed to the landowners as defined in this policy. These local improvement costs will then be evenly distributed amongst the benefiting landowners as provided in the Municipal Government Act.

1. The following local improvement tax assessments are to be used:

- a) **Thirty (30%)** percent of local improvement costs will be assessed to the landowners for street improvement projects initiated by Mackenzie County.
- b) **Hundred (100%)** percent of local improvement costs will be assessed to the landowners for street improvement projects initiated by petition to Mackenzie County.
- c) While the responsibility for installation of new water and sewer lines lies with a subdivision developer, the County may construct extensions of the existing hamlet water and sewer main lines upon a request from the landowners. Each proposed improvement to replace or extend the existing water and sewer mains will be assessed individually by Council and up to hundred (100%) percent of local improvement costs may be assessed to the landowners. For the areas where large undeveloped land parcels exist within a hamlet, a water and sewer connecting fee may be applicable instead of local improvement. The fees shall be payable upon connection and will be established by a bylaw.

2. Local improvement tax will be charged in accordance with the following:

- a) Charges can be based on:
 - 1) assessment prepared in accordance with MGA, Part 9,
 - 2) each parcel of land,
 - 3) each unit of frontage, or
 - 4) each unit of area.
- b) Frontage for an odd shaped or corner residential lot will be assessed on the average between the front and rear property lines for the local improvement it fronts.
- c) Frontage for a corner non-residential lot:
 - 1) lot with one legal access shall be assessed at 100% on the applicable local improvement that it fronts and shall be assessed at 50% on the applicable local improvement that it does not front but abuts and therefore benefits from;
 - 2) lot with multiple legal accesses shall be assessed at 100% on the applicable local improvement on all sides having a legal access.

	Date	Resolution Number
Approved	19-Jun-01	01-323
Amended	19-Mar-02	02-216
Amended	29-Apr-03	03-250

Amended	22-Mar-05	05-151
Amended	11-Apr-07	07-345
Amended	31-May-11	11-05-468
Amended	24-Apr-13	13-04-292



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Mackenzie Regional Waste Management Commission – White Goods Tipping Fee

BACKGROUND / PROPOSAL:

Administration has received a letter from the Mackenzie Regional Waste Management Commission stating that effective July 2, 2014 they will be implemented a tipping fee for all White Goods, including Freon and Non-Freon units at a cost of \$25 per unit. (letter attached)

Currently there is no cost associated in disposing of white goods at either the transfer stations, or the landfill for ratepayers. Mackenzie County has its own freon removal machine, and this function is undertaken by the County employees.

OPTIONS & BENEFITS:

Option 1

That administration sends a letter to the Commission, requesting that they reconsider their fee structure, as currently they are not paying any fees for disposing of non-freon white goods as H&H Salvage is picking them up at no cost.

Benefit

Continuing to not having a disposal fee, would encourage the disposal/recycling of white goods, and continue to reduce the amount stored in yard sites, and possibly disposed of at the side of the road.

Option 2

The County implements the same white goods disposal fee to their ratepayers at all transfer stations.

Author: Ron Pelensky **Reviewed by:** _____ **CAO** _____

Benefit

Implementing the disposal fee would offset the cost to the County.
If Council chose not to implement the tipping fee, the transfer stations may be overloaded with white goods, therefore costing the County all the tipping fees for disposal.

Option 3

That Council refer the item to the Public Works Committee, and ask the Mackenzie Regional Waste Management Commission to postpone the implementation of charges for white goods until September 1st, 2014.

Benefit

The extension would allow Mackenzie County time to ensure ratepayers are aware of the impending cost increase.

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Option 1 – Communicate with Mackenzie Regional Waste Management Commission.
Option 2 – Advertise fee changes at each transfer station, in the Big Deal Bulletin, and County Facebook

RECOMMENDED ACTION:

For discussion.

Author: Ron Pelensky Reviewed by: _____ CAO _____

Mackenzie Regional Waste Management Commission

Box 235, High Level, AB, T0H 1Z0
Phone No. (780) 926-2958 Fax No. (780) 841-0152



May 22, 2014

Joulia Whittleton, CAO
Mackenzie County
Box 640
Ft. Vermilion, AB
T0H 1N0



Re: New Tipping Fee Implementation

The Mackenzie Regional Waste Management Commission at the May 10, 2014 meeting approved a new landfill tipping fee for White Goods. This fee will be \$25 per unit for all white goods, including Freon and Non-Freon units, dropped off at the Mackenzie Landfill. This fee is to recover cost incurred and will become effective July 2, 2014.

Yours truly,
Bruce Underhay
Manager

Contact Information:
Email: managermrl@xplornet.com



BYLAW NO. 962-14

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

**TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW**

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to add “Auction Mart” to Rural Light Industrial “RI1” and Rural General Industrial “RI2”.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following changes:

Revise Section 8.30 B. to read as:

A. PERMITTED USES	B. DISCRETIONARY USES
a) ACCESSORY b) AGRICULTURAL MACHINERY SALES AND SERVICE c) BUSINESS SUPPORT SERVICES d) EQUIPMENT RENTALS FACILITY e) PUBLIC UTILITY LOT f) TRADESMEN'S BUSINESS g) VEHICLE WASH	a) AUCTION MART b) BULK FUEL/PROPANE SALES c) BULK FERTILIZER STORAGE AND/OR SALES d) CARDLOCK e) CARETAKER'S RESIDENCE/SECURITY SUITE f) CONTRACTOR'S SERVICE g) HIGHWAY MAINTENANCE YARD h) LIGHT MANUFACTURING i) MACHINE SHOP j) MANUFACTURED HOME SALES AND SERVICE k) OIL FIELD SUPPORT SERVICES l) SEA CAN m) SIGNS n) TRUCK STOP o) WAREHOUSE

Revise Section 8.31 B. to read as:

A. PERMITTED USES	B. DISCRETIONARY USES
<ul style="list-style-type: none"> a) ACCESSORY b) AGRICULTURAL MACHINERY SALES AND SERVICE c) BUSINESS SUPPORT SERVICES d) CONTRACTOR'S BUSINESS/YARD e) CONTRACTOR'S SERVICE f) EQUIPMENT RENTAL FACILITY g) PUBLIC UTILITY LOT h) TRADESMEN'S BUSINESS i) VEHICLE WASH 	<ul style="list-style-type: none"> a) AGRICULTURAL SUPPLY DEPOT b) AUCTION MART c) AUTO SALVAGE d) BULK FERTILIZER STORAGE AND/OR SALES e) BULK FUEL/PROPANE SALES f) CARDLOCK g) CARETAKERS RESIDENCE/SECURITY SUITE h) CONCRETE PRODUCTS MANUFACTURING i) ENVIRO-TANK j) GRAIN ELEVATOR k) HIGHWAY MAINTENANCE YARD l) INDUSTRIAL PLANT m) LUMBER YARD n) MANUFACTURED HOME SALES AND SERVICE o) NATURAL RESOURCE EXTRACTION INDUSTRY p) OIL FIELD SERVICE q) OIL FIELD SUPPORT SERVICES r) PETROLEUM FACILITY s) RAILROAD YARD t) SALVAGE YARD u) SEA CAN v) SERVICE STATION w) SEWAGE LAGOON x) SEWAGE TREATMENT PLANT y) SIGNS z) STORAGE YARD aa) WAREHOUSE

READ a first time this ___ day of _____, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW NO. 963-14

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

**TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW**

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to add Height to Variance Authority.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following changes:

Revise Section 5.5.6 (a) to read as:

- (a) The Development Authority may approve a variance that is no more than 25% difference for any urban LAND USE DISTRICT and 50% difference for any rural LAND USE DISTRICT from the requirements of setback, DEVELOPMENT area, FLOOR AREA, or **HEIGHT** as stipulated in this BYLAW.

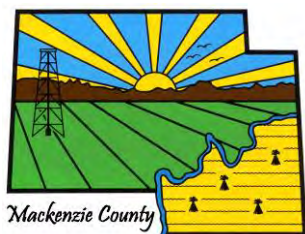
READ a first time this ___ day of _____, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 964-14 Land Use Bylaw Amendment to Rezone Part of the West half of NW 24-107-14-W5M from Agricultural "A" to Rural Light Industrial District "RI1"(Blumenort Corner)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Part of the West half of NW 24-107-14-W5M from Agricultural "A" to Rural Light Industrial District "RI1" for the purpose of subdividing off a portion of land containing an existing auction mart.

The applicant is requesting to remove a 20 acre parcel with a panhandle for the access from an 80 acre split for the purpose of obtaining title for the existing Auction Mart. With the recent subdivision regulation changes, an 80 acre split cannot be subdivided again as a farm/residential parcel.

It was recommended to the Developer that in order to allow this, they would have to first rezone the land to a district other than a residential district that allows Auction Marts.

As this application is directly adjacent to Highway 697, this Bylaw will be forwarded to Alberta Transportation for comments and concerns.

Bylaw 964-14 was presented to the Municipal Planning Commission (MPC) at their May 22, 2014 meeting where the following motion was made:

That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 9__-14 Part of the West half of NW 24-107-14-W5M from Agricultural "A" to Rural Light Industrial District "RI1" for the purpose of subdividing off a portion of land containing an existing auction mart, subject to public hearing input.

Author: L. Lambert **Reviewed by:** B Peters **CAO** _____

OPTIONS & BENEFITS:

This will allow the applicant to obtain a separate title. Without a title, the developer would not be able to further develop the site.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning of districts within the County. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

COMMUNICATION:

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

RECOMMENDED ACTION:

That first reading be given to Bylaw 964-14, being a Land Use Bylaw Amendment to rezone Part of the West half of NW 24-107-14-W5M from Agricultural "A" to Rural Light Industrial District "RI1" for the purpose of subdividing off a portion of land containing an existing auction mart, subject to public hearing input.

Author: L. Lambert Reviewed by: _____ CAO _____

BYLAW NO. 964-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate an Industrial subdivision.

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 the West half of NW 24-107-14-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial District "RI1" as outlined in Schedule "A" hereto attached.

READ a first time this ___ day of _____, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

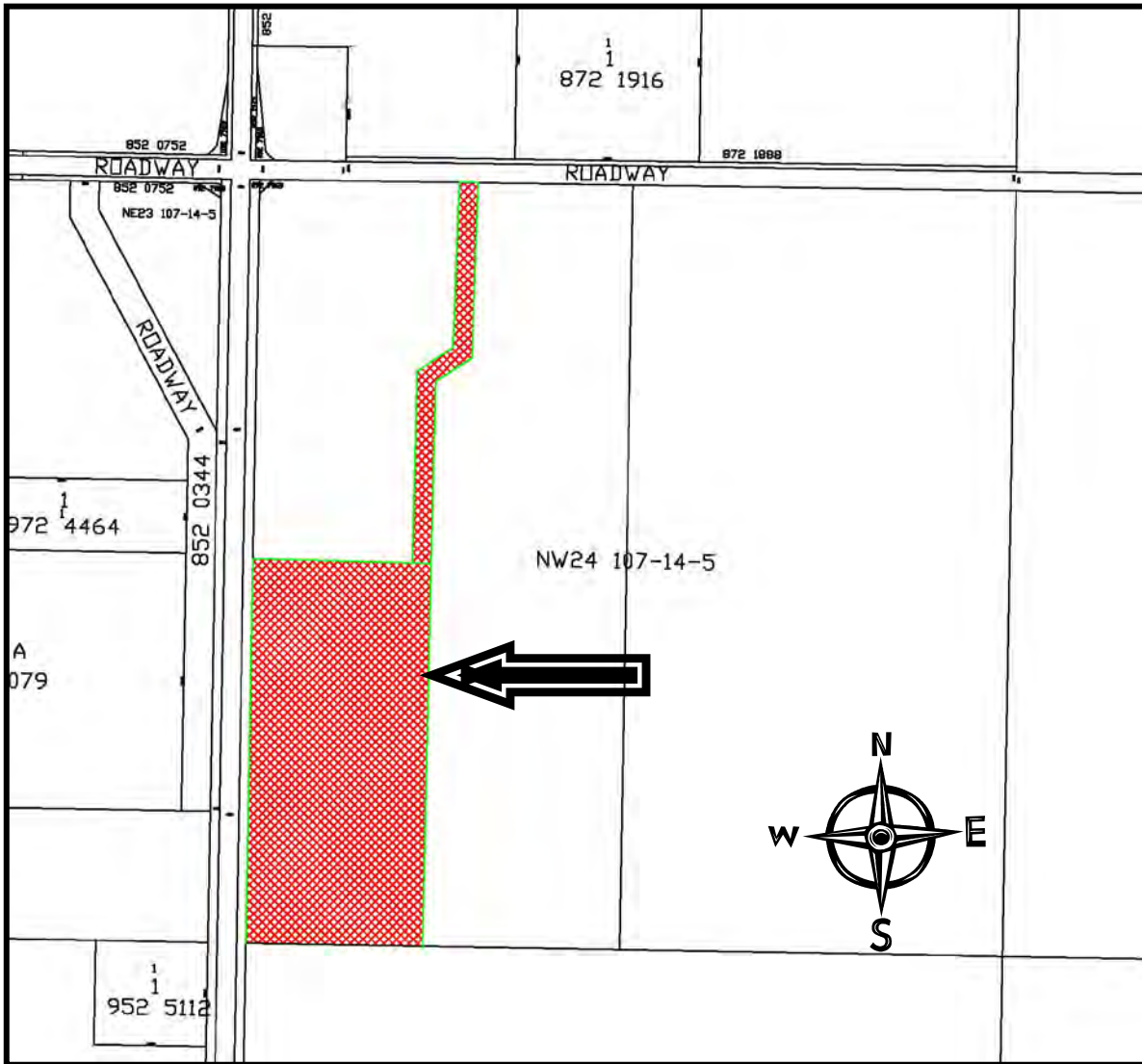
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 964-14

SCHEDULE "A"

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

Part of the West half of NW 24-107-14-W5M within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial District "RI1"

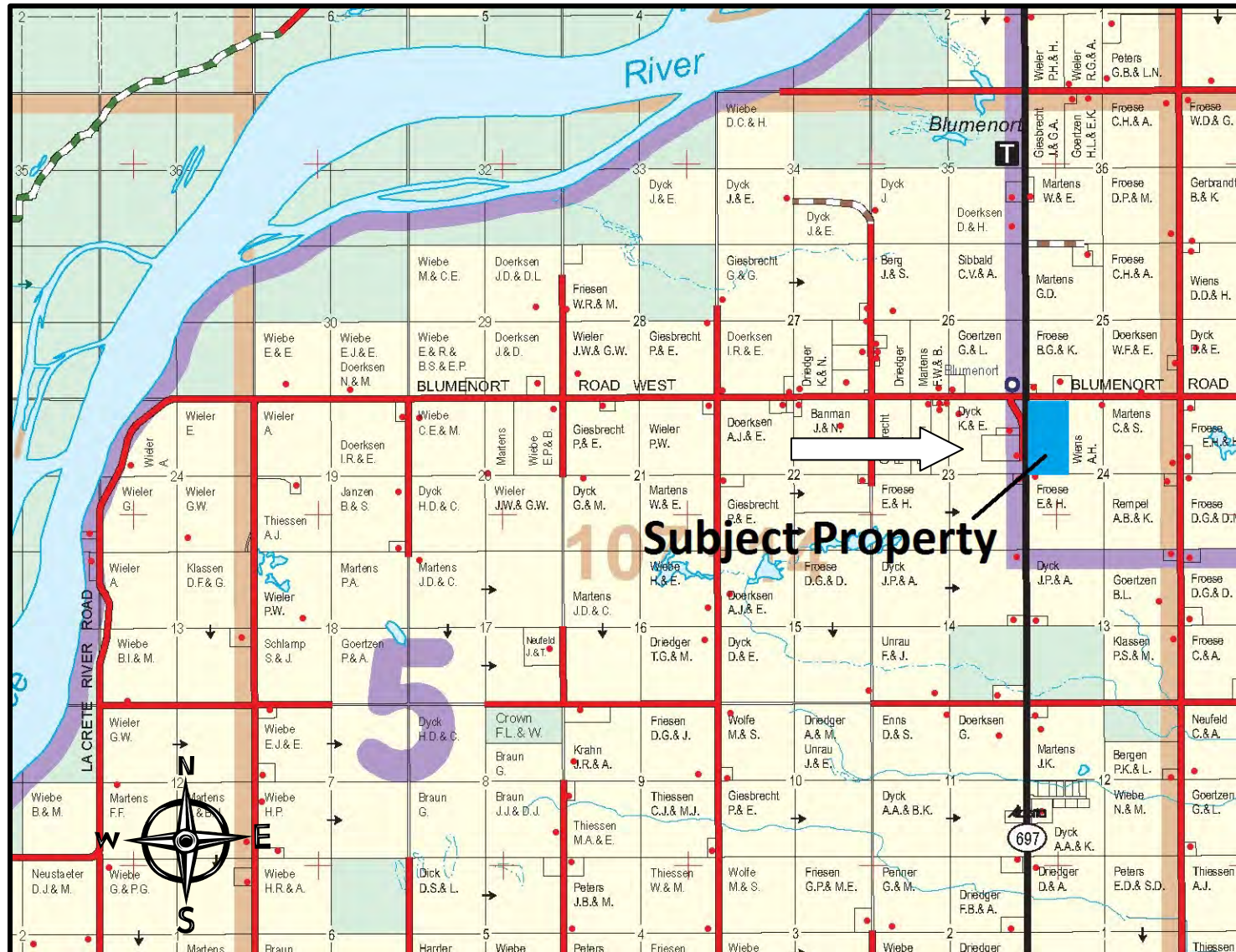


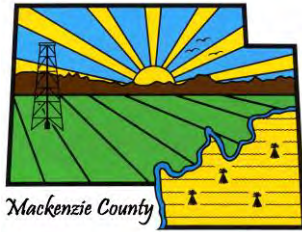
FROM: Agricultural "A"

TO: Rural Industrial District "RI1"

LAND USE BYLAW 964-14

Part of West Half of NW 24-107-14-W5M





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Foothills Developments

BACKGROUND / PROPOSAL:

At the May 13, 2014 Council meeting, Bylaw 949-14, being a Land Use Bylaw amendment to rezone a parcel of land in La Crete to Hamlet Residential 2 (HR2) in order to accommodate multifamily development was passed.

The bylaw amendment was properly advertised in the local paper and adjacent landowners were also notified by letter. There were a couple of inquiries at the front counter, but no submissions or speakers against the rezoning at the Public Hearing.

As soon as the rezoning was approved, the applicant proceeded with getting the next phase of his subdivision approved. This initiated another round of notifications, and at this point many letters and a delegation came to the Municipal Planning Commission (MPC) meeting on May 22nd where the subdivision was to be discussed and approved/not-approved. The delegation and the letters were all strongly against the proposed subdivision and the rezoning. The appeal period for the rezoning had already come and gone at this time, but the primary concern from the residents was the zoning change that took place.

The MPC approved the subdivision plan subject to an amendment to the tentative plan (no large, multifamily lots on the east side of 103 street), and also made the following motion:

That the Municipal Planning Commission recommend to Council that the rezoning be revisited and that a transition zone be implemented.

Since then, the applicant contacted nearly every adjacent landowner to discuss the concerns, and letters have been received from nearly all adjacent landowners withdrawing their initial letters of opposition, provided that the east side of 103 street be

Author: Byron Peters **Reviewed by:** _____ **CAO** _____

either 55+ condo development or single family residential development. The applicant had initially proposed row housing in this area. All of these uses are allowed within the new, current HR2 zoning.

The Planning Department feels that Council should not rescind the zoning for this property, even though it is controversial, as the proper process was initially followed and no opposition was received. At the MPC meeting, the adjacent landowners stated they had seen the letters but forgotten about them, or otherwise not taken any action during the rezoning appeal period. The Planning Department feels that reverting the zoning of this property back to its original zoning undermines the legal and due process that was originally followed, and too strongly caters to opposition outside of the due process. If a couple of additional steps are taken, the Planning Department would encourage a future rezoning of this property.

The applicant has agreed to limit the east side of 103 Street to 55+ condos and single family residences, and is willing to have that restriction included in his Developers Agreement. Administration has not sought legal advice on this matter, but has concerns about the enforceability of this provision should it be included in the Developers Agreement. Row housing is a permitted use within the HR2 zoning, and should the land be sold, trying to enforce a restriction that is cited within the Developers Agreement with Foothills Developments on a third party would be difficult at the very least.

There has been considerable discussion regarding transition zones at both the MPC and Council level lately. Administration would support the creation of a new transitional hamlet residential zoning district similar to HR1, just excluding the possibility of manufactured homes, as listed below:

Permitted Uses

- A) Ancillary Building/Shed
- B) Dwelling – Single Family
- C) Garage – Attached
- D) Garage – Detached

Discretionary Uses

- A) Bed and Breakfast Business
- B) Dwelling – Duplex
- C) Dwelling - ROW
- D) Dwelling – Show Home
- E) Home Based Business
- F) Secondary Suite

HR1 is currently the only residential zoning district that allows Row Housing and Duplexes as discretionary uses, but it also allows an assortment of manufactured homes. This zoning needs to stay since there are large residential areas in both La Crete and Fort Vermilion that have already been developed this way.

By adding a new district that limits construction to stick-built developments with all intensive uses as discretionary, the Planning Department feels that many future concerns could be properly addressed by creating and implementing this zoning district.

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

OPTIONS & BENEFITS:

Option 1:

Maintain the current HR2 zoning that has been in place since May 22nd, since proper process and notification requirements were met. This would please the developer, but potentially maintain the opposition from some of the adjacent landowners. Not allowing a Row Housing development, should one be applied for, would also be difficult, even if a condition is included in the Developers Agreement restricting this type of development.

Option 2:

Rezone the property back to the previous zoning district. This would appease the adjacent landowners, but likely result in a lengthy appeal process from the developer. This also sets a precedent to residents that they don't need to oppose bylaw amendments or decisions at the appropriate times and at public hearings.

Option 3:

Create a new zoning district, and after its final approval, proceed to rezone the subject lands to this new zoning. This would allow the developer to proceed with his development, but also restricts his ability to build row housing to a discretionary use. This district would be created and rezoning would be completed prior to subdivision completion, which would ensure that the currently agreed to development would be what takes place.

The Planning Department would issue a Memorandum of Understanding to the developer in order to confirm the County's intent, and to provide some clarity and direction to the developer until such time as the bylaw amendments are finalized.

COSTS & SOURCE OF FUNDING:

The costs associated with any bylaw amendment would be the advertising costs, which are roughly \$300 to \$500, and would be borne by the 2014 operating budget.

There would also be a possibility of an appeal should council progress with a rezoning of the proposed area. Costs would vary depending on the process, and would also be borne by the 2014 operating budget.

SUSTAINABILITY PLAN:

The Sustainability Plan only very broadly hints at items that are presented in this RFD, and therefore is not applicable.

Author: B Peters Reviewed by: CAO

COMMUNICATION:

Dependent on the action taken. Communication will be required with adjacent landowners and the developer, and potentially be advertised as per MGA requirements.

RECOMMENDED ACTION:

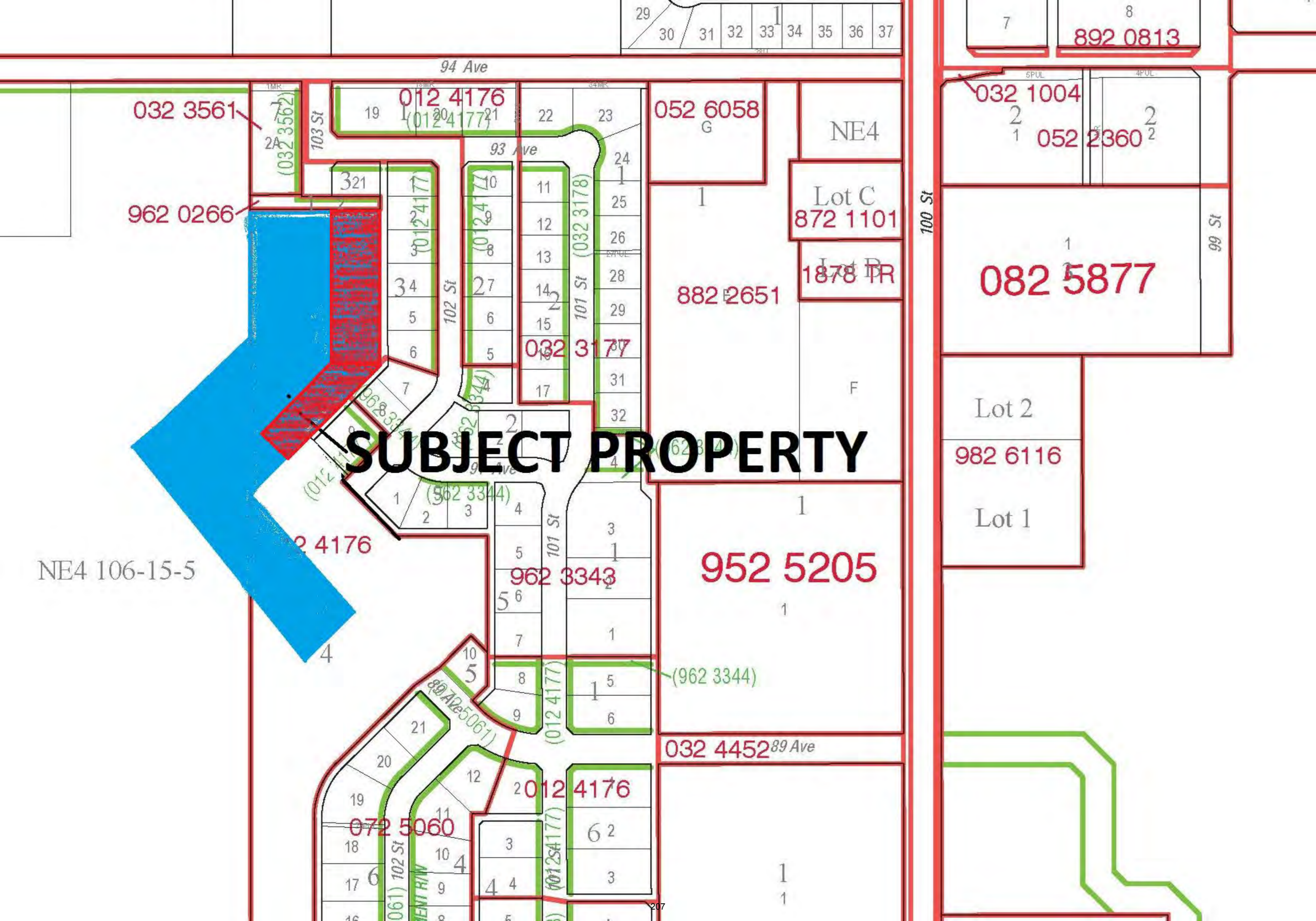
Motion 1:

That administration proceed with creating a new residential zoning district, and subsequently proceed with rezoning the subject lands to the new zoning district.

Motion 2:

That a Memorandum of Understanding be entered into with Foothills Developments stating that the County and developer both work towards allowing 55+ condos and single family dwellings on the east side of 103 Street and eliminating rental row housing on the east side of 103 Street in the Hamlet of La Crete.

Author: B Peters Reviewed by: CAO



SUBJECT PROPERTY

NE4 106-15-5

032 3561

962 0266

94 Ave

012 4176

052 6058

NE4

032 1004

052 2360

Lot C
872 1101

Lot D
1878 TR

882 2651

082 5877

032 3177

SUBJECT PROPERTY

012 4176

952 5205

982 6116

Lot 1

Lot 2

962 3343

(962 3344)

032 4452

89 Ave

072 5060

012 4176

62

3

1
1

102 St

102 St

101 St

101 St

89 Ave

102 St

102 St

101 St

101 St

101 St

102 St

103 St

103 St

103 St

103 St

29

30

31

32

33

34

35

36

37

7

8

892 0813

5PUL

4PUL

2

1

2

2

1

15 St

99 St



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	North West Bio-Industrial Project

BACKGROUND / PROPOSAL:

As Council is aware, there has been some preliminary work happening in the region regarding flax and hemp and trying to create an economic cluster based off of these agricultural products.

The project has been spearheaded by the local Rural Alberta Business Center (RABC), and strongly supported by Alberta Innovation and Advanced Education’s Entrepreneurship & Regional Development Branch through Eric Burton. Several other organizations have played a variety of smaller background roles to this point, including the Fort Vermilion School Division, MARA, Northern Lakes College, Community Futures NW, REDI NW, and other provincial departments.

Eric Burton has fulfilled his mandate and needs to step back to more of an advisory role, and the RABC doesn’t have the capacity needed to continue to spearhead this project to develop the cluster. Both wish to stay involved, but within their appropriate roles and within their capabilities. As such, they are requesting letters of support from all of the potential partners, along with a commitment to provide resources to the project. Resources mean any one or combination of; staff, facilities, sponsorship, hosting, advertising, etc.

Attached is the North West Bio-Industrial Project Charter which outlines the game plan, the partners and the perspective roles of each of the parties involved.

Administration feels that the County has the capacity to provide some level of staff support for the project, primarily in facilitating communications with local farmers and industry, and with providing meeting rooms. The Planning Department’s current budget also allows for some level of sponsorship, should it be required (up to about \$2,000).

Author: Byron Peters **Reviewed by:** _____ **CAO** _____

The project charter outlines a four year time period to get the project going, so any commitment to this project needs to be for at least this four year time period.

OPTIONS & BENEFITS:

The potential benefits of supporting the North West Bio-Industrial Project are: more diversified local economy, more local job opportunities, creating value added products locally, and increased investment in the region.

The options are for the County to become involved in a support role (recommended), in a lead role, or as nothing more than an interested observer.

COSTS & SOURCE OF FUNDING:

The primary costs would be in-kind, through staff time and use of existing resources. Up to \$2,000 can additionally be committed, and would be borne by the Planning Department's operating budget.

SUSTAINABILITY PLAN:

Goals E8, E10, E16, E20 and E22 of the Sustainability Plan are all supported by this project, as it supports a diversified economy, diversified and sustainable agricultural practices, local employment, more employment opportunities.

COMMUNICATION:

A letter to be sent to the other potential project partners notifying them of the County's commitment to this project. A letter to be sent to Alberta Innovation and Advanced Education's Entrepreneurship & Regional Development Branch notifying them of the County's commitment. Ongoing dialogue and notifications to the local farmers, industry and other stakeholders regarding the project.

RECOMMENDED ACTION:

That a letter of support for the North West Bio-Industrial Project be sent to Alberta Innovation and Advanced Education's Entrepreneurship & Regional Development Branch, and that administration be authorized to play a larger support role moving forward with this project.

Author: B Peters Reviewed by: CAO

Northwest Bio-Industrial Project
Fostering Entrepreneurship in Northwest Alberta
Draft Charter –May 22, 2014

Purpose

The Northwest Bio-industrial Project is intended to foster a bio-industrial cluster that offers high growth potential to broaden the region’s economic base, now and for future generations. It will do so by laying a foundation of regional collaboration which will build synergy between regional economic development stakeholders, research associations and educational institutions. As a result, the region will establish the capacity to encourage and support entrepreneurship and the pursuit of local economic opportunities.

Background

For the past several years the Regional Economic Development Initiative for Northwest Alberta (REDI) has invested in numerous projects and reports relating to the development of a Bio-industrial park in the region. One of the key learnings from these reports has been that the most effective way to encourage the growth of bio-industries in the region is by fostering clusters, anchored by existing or emerging industrial sites.

Recently, economic development stakeholders in the region have been collaborating with Alberta Innovation and Advanced Education, Alberta Innovates Technology Futures, and Alberta Agriculture and Rural Development on a Bio-Industrial Project to explore regional opportunities for developing an agricultural cluster around bast fibre crops (hemp, flax, etc.). As a result of this project, a wide range of opportunities have been identified by local entrepreneurs, businesses, economic development practitioners, educational institutions, business service providers and government departments. To capitalize on this momentum and provide regional leadership in economic development, the Entrepreneurship and Regional Development branch of Alberta Innovation and Advanced Education is facilitating a broad based partnership among stakeholders from the economic development, education and research systems, to create a multi-faceted project that leads to short term successes and long term outcomes.

Objectives – The Three Project Pillars

The project is comprised of three pillars: Business Development, Research and Innovation, and Education and Training. These three pillars will develop independently while providing strength and support to the others as they achieve strategic outcomes.

1. **Research and Innovation** - Conduct regional agronomic and commercialization research to enhance knowledge and awareness of regional crop production and processing opportunities. This includes providing expert information to both the business development and the education and training components of the project. This component will guide the project towards economic viability and competitive advantages.

Key Project Activities include:

- a. Bast Fibre Crop Trials in Northwest Alberta
 - b. Advice and coaching services for local bast fibre crop producers
 - c. Soil Mapping
 - d. Assessment of bio-industrial cluster sites for suitability
 - e. Assessment of current industrial processes that are adaptable to the processing of crops
 - f. Education and Training of local producers on the results for provincial and regional trials, growth conditions, equipment requirements etc...
2. **Business Development** - Develop capacity of business service provider network to assist entrepreneurs in establishing and expanding bio-industrial businesses in the region. This includes identify the needs of the business community and accessing expert advice and support to entrepreneurs in the establishment of anchor businesses to establish a bast fibre industrial cluster in the region. This component will be the driving force behind the broader project.

Key Project Activities include:

- a. Gathering of market intelligence relating to bast fibre crops as it applies to the regional context.
 - b. SWOT analysis of bast fibre bio-industrial cluster in the Northwest Region
 - c. Business Case development for various potential bio-industrial processing opportunities in the region
 - d. Marketing of business investment opportunities regionally, provincially, nationally, and internationally as appropriate.
3. **Education and Training** - Introduce bio-industry opportunities into the K-12 Education system and integrate learner pathways with post-secondary programs that lead to entrepreneurial and employment opportunities in the region. This includes developing a business simulation program that incorporates information gathered by both the business development and research and innovation components of the project to create a localized and dynamic learning opportunity for students using an engaging interface while providing business education and training to adult learners interested in entrepreneurship. This component establishes sustainability of the project by developing a foundation upon which immediate successes are leveraged by the community to become long term outcomes resulting in the prosperity of the local and regional economy.

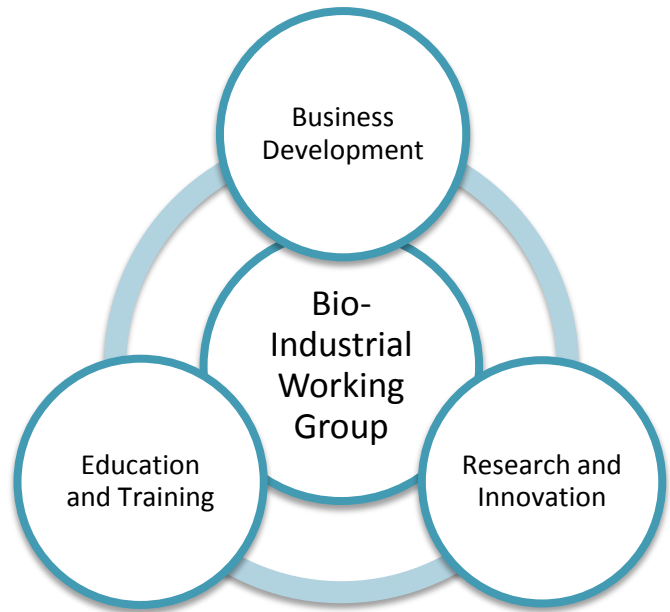
Key Project Activities include:

- a. Piloting a multi-week business simulator program
- b. Customising the business simulator program to integrate bio-industrial market intelligence and local economic dynamics
- c. Develop business teaching and learning resources to support the use of business simulation

- d. Test bio-industrial business cases utilizing business simulation technology

Project Leadership

The project will be led by a bio-industrial working group of regional leaders with advice and support from provincial partners through participation on project teams responsible for implementing the activities relating to each of the three project pillars. Project teams will be championed by designated project leads, and will engage project partners, key stakeholders, industry and governments in the implementation of project activities. Project leads will share information both informally and through brief written reports in preparation for working group meetings.



Bio-Industrial Working Group

The working group will consist of those stakeholders that share a common vision for regional economic development through bio-industrial cluster development as outlined in this project charter, including but not limited to:

- REDI
- Mackenzie County
- MARA
- La Crete RABC
- Fort Vermillion School District
- Northern Lakes College

The working group will meet quarterly to establish the strategic direction of the project and exchange information on project activities. The working group will also help to establish outcomes, measures and targets for the project teams to work towards in order to achieve the greatest synergy and leverage across the three project pillars.

Project Teams

Project teams will meet as necessary to develop, organize, implement and evaluate project activities with a focus on achieving outcomes as outlined by the working group. Project leads will share information with leads from other project on an ongoing basis and provide written reports to the working group on a quarterly basis outlining the outcomes achieved along with supporting documentation as required. Project teams will be flexible in composition to allow for the in and outflow

of participating stakeholders as the project evolves. The project teams may include, but are not limited to, the below stakeholders, with the project leads identified in **bold**.

Business Development

- REDI
- **La Crete RABC**
- **Mackenzie County**
- Alberta Innovates
- Agriculture and Rural Development
- Innovation and Advanced Education

Research and Innovation

- **Mackenzie Applied Research Association**
- Alberta Innovates
- Agriculture and Rural Development
- Innovation and Advanced Education

Education and Training

- **Fort Vermillion School District**
- **Northern Lakes College**
- Alberta Education
- Innovation and Advanced Education
- Human Services
- Jobs, Skills, Training and Labour

Project teams will also be supported by enabling partners that provide the necessary resources for the project teams to achieve success. Enablers will be de facto participants of the project team they support and will receive formal correspondence from the project leads as required.

Project Timeline

The project will be rolled out over the course of a 3 ½ year period, beginning on July 1, 2014 and ending on December 31, 2017. Each project pillar will progress through a series of phases as the project evolves. Phases will be delineated by stop-gates at which the working group will determine whether to progress through to the next phase based on the success of the project to date. Project teams will be encouraged to adapt to the challenges and opportunities that arise through the course of the project period, and will revise project activities and tactics as required to achieve the strategic objectives of the project. In doing so, all enabling partners and project participants will be updated and consulted as appropriate.

The project itself will progress through four general phases:

Phase	2014	2015	2016	2017
Project Planning and Development				
Stakeholder Engagement				
Implementation				
Evaluation and Sustainability Planning				

Outcomes, Measures and Targets

Outcomes, measures and targets will be established for each of the three project pillars by the working group on an ongoing basis. However, the project itself will aim to achieve the following strategic outcomes:

Collaborative Integration Outcome

The region's economic development, research and innovation, and education and training networks are integrated into a single collaborative system. *Measure:* The number of stakeholders that make formal contributions to the projects activities. *Target:* 20 by December 31, 2017.

Business Development Outcome

The region's economy is broadened through investment in value added agricultural production and bio-industrial processing. *Measure:* The number of bio-industrial business ventures that have advanced from concept to commercialization. *Target:* 2 by December 31, 2017.

Research and Innovation Outcome

Research and innovation stakeholders have the expertise to support the growth of bio-industrial feedstock and processing in the region. *Measure:* The number of experts in the region that have experience with bio-industrial crop production and processing. *Target:* 5 by December 31, 2017

Education and Training Outcome

Education institutions in the region work collaboratively to introduce bio-industry opportunities into the K-12 Education system and integrate learner pathways with post-secondary programs that lead to entrepreneurial and employment opportunities in the region. *Measure:* The number of students that participate in customized business teaching and learning resources. *Target:* 100 by December 31, 2017.

Appendix A: Stakeholders and Partners

There are a wide range of stakeholders and partners already engaged to varying degrees in activities relating the development of a bast fibre bio-industrial cluster in the Northwest region. While the founding project partners are based specifically in the Mackenzie region, the below is a list of Northwest regional stakeholder that are recommended as potential project participants, partners, and/or enablers.

Economic Development Stakeholders

- Regional Economic Development Initiative for Northwest Alberta (REDI)
- Community Futures
- La Crete and Area Chamber of Commerce
- Mackenzie County
- Fort Vermillion Board of Trade
- High Level Chamber of Commerce
- Fort Vermillion School District
- Town of High Level
- MD Big Lakes
- Lac Cardinal Regional Economic Development
- Smokey Regional Economic Development
- Peace Region Economic Development Alliance (PREDA)

Industry Stakeholders

- La Crete Sawmills
- Tolko
- Louisiana-Pacific
- Frontier Seed Cleaning Coop
- DMI
- Weyerhaeuser
- Viterra
- UFA
- Manning Diversified Forest Products
- Canfor
- Shell Canada
- John Deere
- Farm Credit Canada
- Agriculture Financial Services Corporation

Research and Innovation Stakeholders

- Mackenzie Applied Research Association
- North Peace Applied Research Association
- Smokey Applied Research Development Association
- University of Alberta
- Centre for Research and Innovation
- Alberta Innovates Technology Futures
- Alberta Crop Industry Development Corporation
- Alberta Livestock and Meat Agency
- Productivity Alberta

Education and Training Stakeholders

- Northern Lakes College
- Grande Prairie Regional College
- Fort Vermillion School District

Government of Alberta

- Alberta Innovate Technology Futures
- Agriculture and Rural Development
- Innovation and Advanced Education
- Education
- Human Services
- Jobs, Skills, Training and Labour

Aboriginal Stakeholders

- North Peace Tribal Council
- Paddle Prairie Metis Settlement
- Beaver First Nation
- Tall Cree First Nation
- Dene Tha First Nation
- Little Red River Cree First Nation
- Ndeh Corporation



MACKENZIE COUNTY

REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Minimum Lot Size/Third Parcel Out in Agricultural Zoning District

BACKGROUND / PROPOSAL:

Council recently passed bylaw 953-14, which packaged several Land Use Bylaw amendments together. One of the items that was presented initially as a part of that bylaw was a more complex issue than the others, and was removed from the bylaw prior to approval by Council, that being the minimum lot size in the Agricultural District.

The minimum lot size for residential lots in rural areas (Agricultural “A”) was proposed to be changed from 3 acres to 5.5 acres. This was a preventative measure to ensure that there will be no other 10 acre splits to cause problems with adjacent landowners. By implementing a minimum of 5.5 acres, the only subdivisions that would qualify to be split would be ones that were subdivided as an existing farmstead that needed more land to satisfy setback requirements.

Administration has asked legal counsel for advice as it relates to this topic. To summarize the advice; increasing the minimum lot size contradicts our Municipal Development Plan as there are many references to preserving agricultural land and reducing the number of conflicting land uses. Due to this contradiction, the proposed change could easily be appealed by a ratepayer, with the claim that the regulation is in place not as a planning regulation, but as a property rights regulation. A property rights regulation is outside of the scope of a Land Use Bylaw.

Another option for consideration is to reduce the maximum lot size to 5.5 acres. This would align with our current policies to protect agricultural land and its excessive fragmentation. And with the current minimum lot size of 3 acres, the restriction on further subdividing an acreage would still be in effect, but now defensible and in support of existing planning rationale and documents.

This change would be similar to the past when the maximum lot size in Agricultural Districts was five acres. When the province introduced new private sewage regulations

Author: B. Peters **Reviewed by:** _____ **CAO** _____

which substantially increased setback requirements for surface pumpouts and installation requirements for field systems, the County amended the maximum lot size in order to accommodate the new setbacks. This was primarily done to keep the costs of sewage disposal systems for these rural residents at a relatively low cost.

An amendment could also be considered to restrict the number of subdivisions to two per quarter section. Either of these amendments could be easily defended by citing our current policies and regulations.

OPTIONS & BENEFITS:

There are several options to consider.

Option 1:

Maintain the status quo. Keep the maximum size at 10 acres, minimum at 3 acres, and still 3 titles per quarter section (two subdivisions plus the remainder).

This would allow any acreage owner to further subdivide their acreage should they be willing to make the necessary changes to ensure buildings and sewer systems meet setback requirements

Option 2:

Reduce the maximum lot size to 5.5 acres.

This would prevent any new subdivisions from being split into two parcels in the future. It also minimizes the amount of farm land lost to residential development. By reducing the maximum lot size, the cost of installing a sewer system would be about five times (5x) higher, but all planning rationales would be supported.

Option 3:

Reduce the number of subdivisions allowed per quarter section from three to two. This change would again in essence be reverting back to the way things used to be. Similar to Option 2, this change would also support our current planning documents by reducing fragmentation of ag land, reducing land use conflicts in ag districts, and reducing the amount of farmland lost due to other developments.

COSTS & SOURCE OF FUNDING:

Costs will vary depending on the direction received. Should a bylaw amendment take place, costs would consist of advertising costs (roughly \$500), and would be borne by the Planning Department's operating budget.

Author: B. Peters Reviewed by: _____ CAO _____

SUSTAINABILITY PLAN:

The sustainability plan does not directly address any topics that affect this bylaw amendment, but it does very loosely refer to ensuring that agricultural land stay productive.

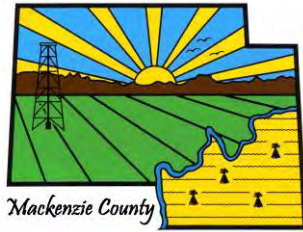
COMMUNICATION:

The appropriate communication will take place once further direction is provided.

COUNCIL DIRECTION:

For discussion.

Author: B. Peters Reviewed by: CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Council Committee Terms of Reference Revisions

BACKGROUND / PROPOSAL:

The Community Sustainability Committee and the Municipal Planning Commission both recently reviewed the Terms of Reference (TOR) for their respective committees, and both recommended some changes to be considered by Council.

The MPC recommended that the TOR be amended to allow three members, rather than two, to attend the Alberta Development Officers Association (ADOA) annual conference.

The Community Sustainability Committee recommended several changes, as shown in the attached TOR.

OPTIONS & BENEFITS:

For the MPC, the change would allow three of five members to attend the conference each year, without having to request council to allow an additional member to attend, as has occurred in the past.

For the Community Sustainability Committee, the changes provide more clarity, better reporting requirements, and also some more flexibility to fulfill their requirements.

COSTS & SOURCE OF FUNDING:

An additional \$1,500 per year for the additional conference attendee. This would be budgeted for in future years under the Planning Departments operating budget.

Author: Byron Peters **Reviewed by:** _____ **CAO** _____

SUSTAINABILITY PLAN:

The sustainability plan, in Goal Z1, states:

The County has a well-organized, ongoing process to monitor the implementation of, and to assess the results of its sustainability plan.

The revisions to the TOR for the Community Sustainability Committee do help to meet this goal.

The proposed change to the MPC TOR is not addressed in the Sustainability Plan in any way.

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That the Terms of Reference for the Community Sustainability Committee and the Municipal Planning Commission be revised as presented.

Author: _____ Reviewed by: _____ CAO _____

Governance & Leadership

COMMUNITY SUSTAINABILITY COMMITTEE

Purpose:

To monitor, provide guidance and provide reports for the implementation of the Community Sustainability Plan.

Committee Structure:

The membership of the Committee will be comprised as follows:

- Reeve – Ex-officio (voting member)
- Four members of Council
- Chief Administrative Officer or designate
- Director of ~~Corporate Services~~ Planning and Development
- Others as required

The Committee shall appoint its own Chair and Vice-Chair at the first Committee meeting held following Council's Organizational Meeting.

Quorum:

Any three Councillors present at a meeting shall be considered a quorum. In order for the meeting to take place the Chief Administrative Officer or his/her designate must be present.

Term:

All members of the Committee will hold office for a one year period, with members being appointed at the Organizational Meeting in October of each year.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible.

Authority:

The Committee shall report directly to the County Council on all matters including recommendations with the Committee's approved minutes being presented to Council on a regular basis.

Meeting Schedule:

The committee shall meet as required in order to adequately address its Scope of Work in a timely manner.

Meetings shall generally be held on a monthly basis or as required taking into consideration the demands imposed by the Scope of Work and the availability of information.

The Committee and the Reeve may be required to liaison with other stakeholders, other government organizations and public in order to carry out the Scope of Work ~~with prior approval by Council.~~ **as may be identified in the implementation plan.**

General Responsibilities:

In August 2010, Mackenzie County Council approved the Four-Step Community Sustainability Plan.

In general, the County will follow the Four-Step Community Sustainability Plan. The plan is a comprehensive plan and discusses matters of community sustainability with respect of economic, environment, social and cultural factors. The Four-Step Community Sustainability Plan includes a document outlining the key performance indicators and the associated deadlines for achieving these.

The Committee will monitor and provide guidance in plan implementation.

In an attempt to strengthen a unified message from Council as a Whole, the Committee and the Reeve will prepare the County's Briefs at no less than an annual basis. The Briefs will be presented to Council as a recommendation for approval prior to being communicated to the outside agencies or persons. The individual Briefs may identify:

- Regional and local priorities for communication to the Ministers and/or during a meeting with the Minister's personnel;
- Regional and/or local priorities in an order of importance to the other local government supporting agencies to which a Council member(s) has been appointed, such as Regional Economic Development Initiative.

The Committee will provide recommendations to Council regarding modifications to future goals and strategies as opportunities arise and threats emerge.

The Committee shall be responsible to prepare a sustainability plan implementation report every ~~two-years~~ for Council's approval that will be circulated to residents **within the annual report.**

The ~~two-year annual~~ report should identify specific actions with regards to solving problems and measuring the results as it pertains to community sustainability and within the following ~~parameters:~~ **general guidelines:**

- Creating sustainable communities where people respect each other and nature, to the benefit of all;
- Achieving long-term economic and social security;
- Minimizing the communities' ecological footprint;
- Recognizing and building on the distinctive characteristics of the County communities such as human and cultural values, history and natural resources.
- Enabling communities to work together towards a common, sustainable future;
- Enabling continuing improvement for accountable, transparent and good governance.

The Committee shall make efforts to stay informed and educated regarding the methods of strengthening the community capacity and make strategy recommendations to Council regarding solving communities' and regional problems.

Responsible for review of the following Bylaws/Documents:

- Four-Step Community Sustainability Plan

Approved External Activities:

- FCM Sustainability Conference (one member per year)

Environmental Stewardship

MUNICIPAL PLANNING COMMISSION

Refer to Bylaw 563/06 Establishing the Municipal Planning Commission (Subdivision and Development Authority)

Purpose:

Committee Structure:

The Commission shall consist of five members as follows:

- Two members of Council;
- Three members at large
- Chief Administrative Officer or designate
- Director of Planning & Development

The Committee shall appoint its own Chair and Vice-Chair at the first Committee meeting held following Council's Organizational Meeting.

Quorum:

A quorum of the Commission shall consist of a majority of the members.

Term:

All members of the Committee will hold office for a one year period, with members being appointed at the Organizational Meeting in October of each year.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible.

Authority:

The Subdivision Authority has those powers and duties as set out in the MGA and any regulation thereunder.

The Development Authority has those powers and duties as set out in the MGA, the Land Use Bylaw, and the Subdivision and Development Authority Bylaw, and any regulations made thereunder.

Meeting Schedule:

The Commission shall hold meetings monthly or as required, and undertake such actions as are necessary to fulfill the powers and duties of the Commission.

General Responsibilities:

The Municipal Planning Commission has the following functions and duties:

- Upon request of Council, to advise Council with respect to achieving the orderly, economical and beneficial development, use of land and pattern of settlement in Mackenzie County.
- To serve as the Subdivision Authority pursuant to Part 17 of the MGA and of the Subdivision and Development Authority Bylaw.
- To serve as the Development Authority pursuant to Part 17 of the MGA and of the Subdivision and Development Authority Bylaw.

Responsible for review of the following Bylaws/Documents:

- Land Use Bylaw

Approved External Activities:

- Alberta Development Officers Association Conference (~~two~~three members per year)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Buffalo Head Prairie Skate Shack Funding

BACKGROUND / PROPOSAL:

As a part of The La Crete Recreation Society 2014 grant application, a request was submitted to fund the BHP skate shack replacement based on a \$100,000 quote. During 2014 budget deliberations, it was decided that Mackenzie County would contribute up to \$45,000 and the La Crete Recreation Society would fundraise \$55,000 to match this grant.

The La Crete Recreation Society has now submitted a letter indicating the change in quote to \$60,000. The Society is requesting that the grant remains \$45,000 due to difficulty in fundraising the large amount in the community.

OPTIONS & BENEFITS:

- 1) Contribute \$45,000 to the La Crete Recreation Society.
- 2) Contribute \$27,000; 45% percent of cost as originally decided.

COSTS & SOURCE OF FUNDING:

Grants to Other Organizations.

SUSTAINABILITY PLAN:

N/A

Author: Elizabeth Nyakahuma **Reviewed by:** _____ **CAO** _____

COMMUNICATION:

N/A

RECOMMENDED ACTION:

For discussion.

Author: Elizabeth Nyakahuma **Reviewed by:** _____ **CAO** _____

La Crete Recreation Society
Box 29
La Crete, AB
T0H 2H0

May 26, 2014

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Dear Reeve:

On behalf of the La Crete Recreation Society I thank you for the critical financial support for operations and capital projects of the Society as we would cease to exist without your support as we maintain the current facilities as well as expand recreational opportunities to the communities we serve.

In the previous budget we requested capital money for a new skate shack at the Buffalo Head Prairie outdoor rink as the existing shack is old (20+ years), small and has seen many years of extreme use. The original estimated cost was \$110,000 which we submitted at that time; however, with a small reduction in size and more quotations, the cost of the shack has been reduced to \$60,000. The County was willing to contribute on a cost share basis up to \$45,000. With the new estimated cost, this would bring the County contribution to \$30,000 (50%).

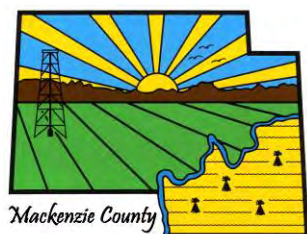
Fundraising \$30,000 is very tough, especially with all the fundraising in the community as a whole right now. If the County would be willing to contribute the full \$45,000.00 (75%), fundraising of \$15,000 by the community would be achievable. A new skate shack would be beneficial to many in the area, as these facilities are being used by members ranging from Blue Hills to Blumenort.

We see this project as a critical part of a growing community, considering the use by the school and new and current families that are moving to and living in the area. We thank you for your consideration and look forward to your response.

Sincerely,



Abe Fehr
President



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Financial Reports – January 1 to April 30, 2014

BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the six-month period, January 1 – April 30, 2014:

- Investment Report
- Operating Statement
- Projects Progress Report

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: C. Gabriel **Review Date:** _____ **CAO** YW

RECOMMENDED ACTION:

That the financial reports for the period, January 1 – April 30, 2014, be accepted for information.

Author: _____ Review Date: _____ CAO _____

Investment Report for April 2014

Chequing Account on April 30, 2014

Bank account balance 1,874,234

Investment Values on April 30, 2014

Short term investments (EM0-0377-A) 10,432,050
 Short term T-Bill (1044265-26) 235,573
 Long term investments (EM0-0374-A) 4,826,807
15,494,430

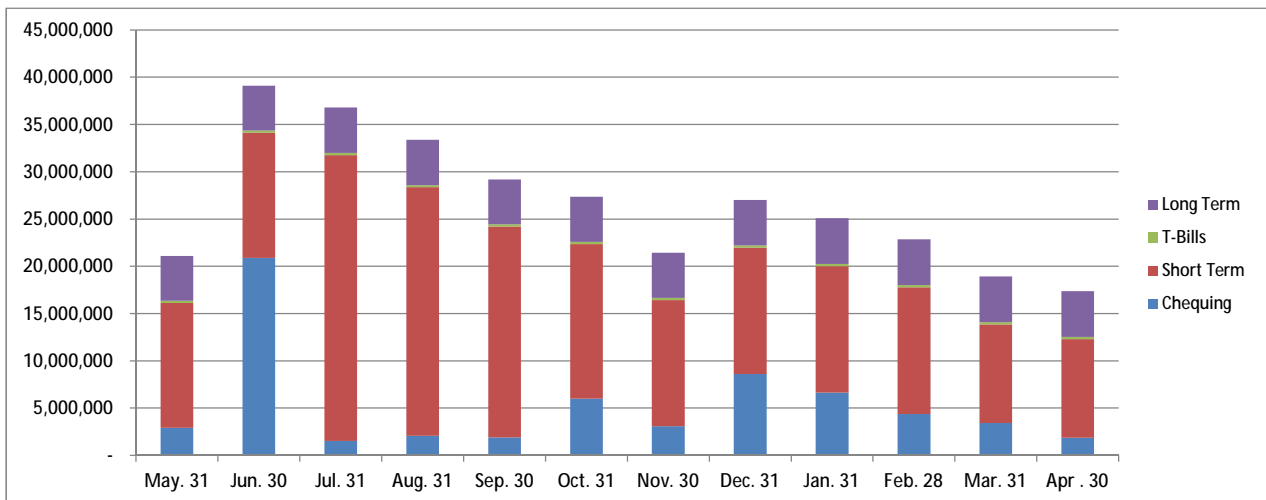
These balances include
'market value changes'.

Revenues

	Total	Short Term	Long Term
Interest received	87,023	61,392	25,631
Interest accrued	30,902	0	30,902
	117,925	61,392	56,533
Market value changes	1,550		1,550
Interest received, chequing account	20,522	20,522	
Grand total revenues before investment manager fees	139,997	81,914	58,083
Deduct: investment manager fees for investments	-12,179	-3,799	-8,380
Grand total revenues after investment manager fees	127,818	78,115	49,703

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
May. 31	2,918,267	13,203,346	234,284	4,740,298	21,096,195
Jun. 30	20,897,133	13,218,847	234,399	4,752,443	39,102,822
Jul. 31	1,509,730	30,251,520	234,519	4,788,275	36,784,043
Aug. 31	2,063,284	26,291,948	234,638	4,783,427	33,373,298
Sep. 30	1,881,237	22,319,926	234,754	4,756,336	29,192,253
Oct. 31	5,996,920	16,339,451	234,874	4,769,648	27,340,893
Nov. 30	3,074,689	13,357,913	234,990	4,768,550	21,436,142
Dec. 31	8,591,637	13,374,921	235,109	4,808,006	27,009,673
Jan. 31	6,630,401	13,390,430	235,229	4,839,986	25,096,045
Feb. 28	4,370,307	13,405,831	235,337	4,841,674	22,853,149
Mar. 31	3,422,054	10,420,938	235,457	4,832,968	18,911,417
Apr. 30	1,874,234	10,432,050	235,573	4,826,807	17,368,664



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

April 30, 2014

	2013 Actual	2014 Actual	2014	\$ Variance	% Variance
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	31,120,528	34,055,096	33,579,123	-475,973	-1%
User fees and sales of goods	3,232,396	1,254,279	4,212,096	2,957,817	70%
Government transfers	1,821,615	269,486	1,433,905	1,164,419	81%
Investment income (operating)	377,428	139,997	326,000	186,003	57%
Penalties and costs on taxes	240,452	150,592	140,000	-10,592	-8%
Licenses, permits and fines	404,159	190,146	338,000	147,854	44%
Rentals	107,152	56,165	77,591	21,426	28%
Insurance proceeds	16,236	13,164	0	-13,164	
Development levies	156,593	0	0	0	
Municipal reserve revenue	110,066	29,344	50,000	20,656	41%
Sale of non-TCA equipment	0	0	800	800	100%
Other	617,888	122,606	406,220	283,614	70%
Total operating revenues	38,204,512	36,280,876	40,563,735	4,282,859	11%
OPERATIONAL EXPENSES					
Legislative	617,724	210,190	770,981	560,791	73%
Administration	5,112,005	1,433,872	5,565,593	4,131,721	74%
Protective services	1,264,879	360,610	1,652,894	1,292,284	78%
Transportation	12,941,082	2,242,747	16,715,698	14,472,951	87%
Water, sewer, solid waste disposal	4,557,490	883,343	4,958,712	4,075,369	82%
Public health and welfare (FCSS)	611,618	409,469	690,341	280,872	41%
Planning, development	943,560	384,191	1,112,088	727,897	65%
Agriculture and veterinary	1,132,801	282,070	1,432,329	1,150,259	80%
Recreation and culture	1,762,045	558,059	2,293,447	1,735,388	76%
School requisitions	6,222,152	1,574,902	6,306,111	4,731,209	75%
Lodge requisitions	392,262	0	488,959	488,959	100%
Non-TCA projects	592,124	101,396	1,547,977	1,446,581	93%
Total operating expenses	36,149,743	8,440,849	43,535,130	35,094,281	81%
Excess (deficiency) before other	2,054,770	27,840,027	-2,971,395	-30,811,422	
CAPITAL REVENUES					
Government transfers for capital	4,954,981	0	16,044,583	16,044,583	100%
Other revenue for capital	207,455	8,000	646,970	638,970	99%
Proceeds from sale of TCA assets	1,523	75,000	556,000	481,000	87%
	5,163,959	83,000	17,247,553	17,164,553	100%
EXCESS (DEFICIENCY) - PSAB Model	7,218,728	27,923,027	14,276,158	-13,646,869	
Convert to local government model					
Remove non-cash transactions	7,471,124	0	8,034,780	8,034,780	100%
Remove revenue for capital projects	-5,163,959	-83,000	-17,247,553	-17,164,553	100%
Long term debt principle	1,826,572	0	2,259,770	2,259,770	100%
Transfers to/from reserves	7,699,321	0	2,803,615	2,803,615	100%
EXCESS (DEFICIENCY) - LG Model	0	27,840,027	0	-27,840,027	

Mackenzie County
Summary of All Units
For the Four Months Ending April 30, 2014

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2014</u>	<u>\$ Variance</u>	<u>% Variance</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>		
OPERATING REVENUES					
100-Taxation	30,860,986	33,837,247	33,320,265	-516,982	-2%
124-Frontage	248,706	217,849	267,599	49,750	19%
420-Sales of goods and services	372,681	217,629	547,635	330,006	60%
421-Sale of water - metered	2,158,058	799,351	2,674,505	1,875,154	70%
422-Sale of water - bulk	701,657	237,298	989,956	752,658	76%
424-Sale of land	46,859	34,342	0	-34,342	
510-Penalties on taxes	240,452	150,592	140,000	-10,592	-8%
511-Penalties of AR and utilities	41,766	16,005	40,000	23,995	60%
520-Licenses and permits	22,484	23,790	33,000	9,210	28%
521-Offsite levy	156,593	0	0	0	
522-Municipal reserve revenue	110,066	29,344	50,000	20,656	41%
526-Safety code permits	308,789	127,577	250,000	122,423	49%
525-Subdivision fees	44,674	29,370	25,000	-4,370	-17%
530-Fines	15,221	5,174	20,000	14,826	74%
531-Safety code fees	12,993	4,236	10,000	5,765	58%
550-Interest revenue	402,125	139,997	326,000	186,003	57%
551-Market value changes	-24,697	0	0	0	
560-Rental and lease revenue	107,152	56,165	77,591	21,426	28%
570-Insurance proceeds	16,236	13,164	0	-13,164	(1)
592-Well drilling revenue	147,804	28,163	75,000	46,837	62%
597-Other revenue	282,095	38,699	212,875	174,176	82%
598-Community aggregate levy	97,889	2,298	50,000	47,702	95%
630-Sale of non-TCA equipment	0	0	800	800	100%
790-Tradeshaw Revenues	1,475	3,100	28,345	25,245	89%
840-Provincial grants	1,821,615	269,486	1,433,905	1,164,419	81%
890-Gain (Loss) Penny Rounding	0	-0	0	0	
990-Over/under tax collections	10,836	0	-8,741	-8,741	100%
TOTAL REVENUE	38,204,512	36,280,876	40,563,735	4,282,859	11%
OPERATING EXPENSES					
110-Wages and salaries	5,645,161	2,271,937	6,737,023	4,465,086	66%
132-Benefits	1,017,599	489,167	1,404,288	915,121	65%
136-WCB contributions	63,138	0	47,345	47,345	100%
142-Recruiting	0	5,680	20,000	14,320	72%
150-Isolation cost	43,798	17,615	66,000	48,385	73%
151-Honoraria	515,230	162,394	566,050	403,656	71%
211-Travel and subsistence	317,291	93,121	375,630	282,509	75%
212-Promotional expense	102,704	21,315	77,500	56,185	72%
214-Memberships & conference fees	78,290	44,263	128,280	84,017	65%
215-Freight	111,899	26,223	123,980	97,757	79%
216-Postage	44,113	7,126	42,500	35,374	83%
217-Telephone	140,050	31,430	143,199	111,769	78%
221-Advertising	40,296	17,522	58,500	40,978	70%
223-Subscriptions and publications	6,227	2,547	11,512	8,965	78%
231-Audit fee	64,125	92,700	76,000	-16,700	-22%
232-Legal fee	75,108	16,298	85,000	68,702	81%
233-Engineering consulting	99,267	55,618	98,500	42,882	44%
235-Professional fee	1,420,980	413,255	1,477,110	1,063,855	72%
236-Enhanced policing fee	257,812	35,575	284,000	248,425	87%
239-Training and education	53,303	75,019	207,456	132,437	64%
242-Computer programming	47,267	32,317	89,828	57,511	64%
251-Repair & maintenance - bridges	35,702	141	406,500	406,359	100%
252-Repair & maintenance - buildings	134,594	39,264	174,050	134,786	77%
253-Repair & maintenance - equipment	332,207	85,289	330,400	245,111	74%
255-Repair & maintenance - vehicles	67,877	23,533	94,300	70,767	75%
258-Contract graders	182,425	28,261	150,000	121,740	81%

**Mackenzie County
Summary of All Units
For the Four Months Ending April 30, 2014**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2014</u>	<u>\$ Variance</u>	<u>% Variance</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>		
259-Repair & maintenance - structural	1,543,400	157,572	1,727,605	1,570,033	91%
261-Ice bridge construction	144,054	52,417	120,000	67,583	56%
262-Rental - building and land	23,442	14,025	31,850	17,825	56%
263-Rental - vehicle and equipment	55,572	18,004	61,556	43,552	71%
266-Communications	73,018	31,469	107,342	75,873	71%
271-Licenses and permits	10,171	881	20,100	19,220	96%
272-Damage claims	27,916	0	5,000	5,000	100%
273-Taxes	817	0	15,000	15,000	100%
274-Insurance	271,727	0	313,000	313,000	100%
342-Assessor fees	261,782	93,110	262,100	168,990	64%
290-Election cost	14,282	0	5,000	5,000	100%
511-Goods and supplies	761,848	197,875	890,136	692,261	78%
521-Fuel and oil	944,698	235,552	820,550	584,998	71%
531-Chemicals and salt	233,128	35,928	295,600	259,672	88%
532-Dust control	458,750	500	455,000	454,500	100%
533-Grader blades	119,161	27,115	140,000	112,885	81%
534-Gravel (apply; supply and apply)	806,073	15,435	3,203,600	3,188,165	100%
535-Gravel reclamation cost	26,529	0	0	0	
543-Natural gas	106,154	85,566	117,500	31,934	27%
544-Electrical power	692,901	353,590	716,643	363,053	51%
710-Grants to local governments	1,786,210	392,812	1,811,810	1,418,998	78%
735-Grants to other organizations	1,745,667	933,588	1,935,802	1,002,214	52%
747-School requisition	6,222,152	1,574,902	6,306,111	4,731,209	75%
750-Lodge requisition	392,262	0	488,959	488,959	100%
810-Interest and service charges	17,864	1,672	36,000	34,328	95%
831-Interest - long term debt	396,045	0	733,658	733,658	100%
921-Bad debt expense	-3,301	0	7,500	7,500	100%
922-Tax cancellation/write-off	32,222	29,832	50,000	20,168	40%
992-Cost of land sold	25,486	0	0	0	
993-NBV value of disposed TCA	7,000	0	772,891	772,891	100%
994-Change in inventory	250,883	0	-979,509	-979,509	100%
995-Depreciation of TCA	7,213,241	0	8,241,398	8,241,398	100%
TOTAL	35,557,618	8,339,453	41,987,153	33,647,700	80%
Non-TCA projects	592,124	101,396	1,547,977	1,446,581	93%
TOTAL EXPENSES	36,149,743	8,440,849	43,535,130	35,094,281	81%
EXCESS (DEFICIENCY)	2,054,770	27,840,027	-2,971,395	-30,811,422	
OTHER					
840-Provincial transfers for capital	4,954,981	0	16,044,583	16,044,583	100%
575-Contributed TCA	150,000	0	0	0	
597-Other capital revenue	57,455	8,000	646,970	638,970	99%
630-Proceeds of sold TCA asset	1,523	75,000	556,000	481,000	87%
	5,163,959	83,000	17,247,553	17,164,553	100%
EXCESS (DEFICIENCY) - PS MODEL	7,218,728	27,923,027	14,276,158	-13,646,869	
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions					
993-NBV value of disposed TCA	7,000	0	772,891	772,891	100%
994-Change in inventory	250,883	0	-979,509	-979,509	100%
995-Amortization of TCA	7,213,241	0	8,241,398	8,241,398	100%
Remove TCA revenues					
Total of OTHER per above	-5,163,959	-83,000	-17,247,553	-17,164,553	100%
Add LTD principle paid					

(3)

**Mackenzie County
 Summary of All Units
 For the Four Months Ending April 30, 2014**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2014</u>	<u>\$ Variance</u>	<u>% Variance</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>		
832-Principle Payments	1,826,572	0	2,259,770	2,259,770	100%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	-353,085	0	0	0	
930-Contributions from Operating Reserve	0	0	-1,460,104	-1,460,104	100%
762-Contribution to Capital (funding TCA projects)	3,583,050	0	2,728,719	2,728,719	100%
763-Contribution to Capital Reserves	2,889,832	0	1,435,000	1,435,000	100%
764-Contribution to Operating Reserves	1,579,524	0	100,000	100,000	100%
EXCESS (DEFICIENCY) - LG MODEL	0	27,840,027	0	-27,840,027	

Note:
 (1) insurance write off of vehicle #1224: \$7500; insurance proceeds for equipment #2007: \$814.72, reimbursement for streetlight damages: \$4849.21.

(2) the total audit fee includes the consultation fee of \$35,200.

(3) fees charged later in 2014.

Project Progress Report for April 2014

Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
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Administration Department

Signs with Flags for FV Office (CF)	1,607	1,607	-	23,393	23,393	Sign installed. Metal works need replacing and working on flowerbeds.	75%
Alarm System for FV Office (CF)	47,286	39,750	7,536	9,378	1,842	Work to be completed June 23-27, 2014.	
FV Office Building Improvements (roof and other) (CF)	136,426	127,787	8,639	22,213	13,574	In progress	
Virtual City Hall (CF)	15,585	15,585	-	4,415	4,415	In progress	0%
Wireless infrastructure & access control upgrades	-	-	-	15,000	15,000	Work to be completed June 23-27, 2014.	0%
Pressure sealer	-	-	-	8,929	8,929		0%
UPS Replacement (FV)	-	-	-	10,000	10,000		0%
Automatic Generator Unit (FV)	-	-	-	69,450	69,450	RFQ being drafted.	0%
Council Chamber Upgrade	-	-	-	22,500	22,500	Summer 2014.	0%
Zama Office Entrance (stones and a sign)	-	-	-	18,000	18,000		0%
Land Purchase from ESRD (CF)	42,673	42,673	-	133,328	133,328	In progress	0%
County House Repairs (CF)	76,484	75,454	1,030	9,570	8,540	In progress	
<i>Total department 12</i>			17,205	346,176	328,971		

Fire Department

LC - Repair fire hall parking lot	-	-	-	45,000	45,000		0%
LC - Combi tool (new)	-	-	-	8,000	8,000		0%
LC - Upgrade foam system on tanker (new)	-	-	-	11,000	11,000		0%
LC - Trailer for sprinkler equipment (new)	138	-	138	17,500	17,362		0%
FV - New tanker/pumper, with equipment	-	-	-	375,000	375,000		0%
FV - Work bench (new)	-	-	-	5,500	5,500		0%
ZA - Power pack (new)	-	-	-	9,500	9,500		0%

Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
<i>Total department 23</i>			138	471,500	471,362		

Transportation Department

LC 101 St & 103 Ave Reconstruction (CF & New)	1,522,535	1,521,867	668	80,195	79,528	Street Lights to be installed - Spring 2014	0%
New Road Infrastructure (CF)	231,419	186,734	44,685	313,266	268,581	In progress - Roads to new land	
Bridge File 81125 (CF)	53,936	28,452	25,484	320,553	295,069	Temp bridge to be installed this summer	
BF 81120/79239 (CF)	10,000	10,000	-	250,000	250,000		0%
Zama Bearspaw Crescent (CF)	511,261	511,261	-	15,633	15,633		0%
Zama Utility Pole Relocation (CF)	53,513	53,513	-	8,943	8,943		0%
LC - 4WD loader	-	-	-	266,000	266,000	Developing the RFP	0%
LC & FV - 3 ADW graders (LC 2, FV 1)	-	-	-	1,195,488	1,195,488	On order	0%
LC - 94th Ave East - Chip seal east to Hwy 697	-	-	-	345,000	345,000	Tender opening May 13	0%
LC - South Access West - paving to Heritage Centre	-	-	-	1,260,000	1,260,000	Tender opening June 11	0%
HL - Golf Course Road Pave	-	-	-	300,000	300,000	Tender opening June 11	0%
Zama Access Pave (PH V)	-	-	-	6,000,000	6,000,000	BCF application stage	0%
Lakeside Estate (Three street lights and walking trail from the su	-	-	-	150,000	150,000	In progress	0%
LC-Blue Hills Pave	-	-	-	2,500,000	2,500,000	BCF application stage	0%
LC - BF 81336 (CF & New)	5,000	5,000	-	50,000	50,000	Engineering assessment in progress	0%
LC - BF 75117 (CF & New)	29,800	29,800	-	325,000	325,000	Assessing the structure	0%
LC - Spruce Road Rebuild (CF & New)	35,245	35,245	-	219,755	219,755	Quotes are being obtained	0%
LC - Angle broom attachment for Bobcat	-	-	-	5,700	5,700	In progress	0%
LC - 84-inch hydraulic angle soil conditioner	-	-	-	8,100	8,100	In progress	0%
LC - Snow blower	-	-	-	49,000	49,000	Checking prices	0%
FV - River Road seal coat	2,754	-	2,754	345,000	342,246	Tender opening May 15	0%

Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
LC - 101 St & 100 Ave - Traffic lights	-	-	-	200,000	200,000	Engineering assessment in progress	0%
ZA - Replacement vehicle	-	-	-	35,000	35,000		0%
ZA - Zero turn mower	-	-	-	13,000	13,000		0%
LC - South - Shoulder pull and road rehabilitation	-	-	-	100,000	100,000	Will commence during the summer months	0%
Gravel Reserve (to secure gravel source) (CF)	1,000	1,000	-	150,000	150,000	In progress	0%
FV - Hamlet asphalt pavement overlay 44th Ave	960	-	960	60,000	59,040	Tender opening May 13	0%
FV - Bobcat/tool cat, with flail mower and sander	58,079	-	58,079	65,000	6,921		0%
FV - Trailer replacement	-	-	-	8,500	8,500		0%
FV - Sand and salt shelter	-	-	-	175,000	175,000		0%
FV - Cold storage/Emergency generator building	-	-	-	132,250	132,250		0%
FV - Child Lake/Boyer Lake road rebuilds	-	-	-	123,000	123,000		0%
Zama Access Pave (PH IV) (CF)	-	-	-	20,000	20,000		0%
FV - North- Shoulder pull and road rehabilitation	-	-	-	509,261	509,261		0%
FV - 45th Street repaving	11,696	-	11,696	370,000	358,304	Tender opening May 13	0%
HWY 88 Connector Upgrade (CF)	6,942,563	6,889,862	52,701	50,000	(2,701)	Ditch clean up to be completed	
<i>Total department 32</i>			197,027	16,018,644	15,821,617		

Airport Department

FV Airport Development (CF)	1,363,667	1,363,667	-	16,382	16,382		0%
LC Instrument Approach (CF)	36,112	36,112	-	13,889	13,889		0%
<i>Total department 33</i>			-	30,271	30,271		

Water Treatment & Distribution Department

FV - Truck Meter Upgrade	25,129	-	25,129	20,864	(4,265)	Complete	
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Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
FV - 43rd Water Line Replacement	4,763	-	4,763	344,398	339,635	Scheduling a preconstruction meeting	
ZA - Distribution pump house upgrades (CF & New)	71,972	30,885	41,087	887,684	846,597	AB WWP application submitted	
LC Wells Rehabilitation	-	-	-	141,763	141,763	Over all water assesement to be completed	
High Level Rural Water Line (South)	1,589,809	-	1,589,809	1,665,612	75,803	Complete, may have some final cleanup to do.	
FV - 50th St - Water & sewer extension	3,588	-	3,588	580,000	576,412	Design in progress	0%
FV, LC & ZA - Utility pipeline locator	-	-	-	6,000	6,000	Has not been started	0%
FV - SCADA computer replacement	-	-	-	7,500	7,500	Has not been started	0%
Generators for the three water treatment plants	-	-	-	700,000	700,000	Obtaining quotes	0%
<i>Total department 41</i>			1,664,375	4,353,821	2,689,446		

Sewer Disposal Department

LC Lagoon Upgrade (CF)	2,238,289	1,107,063	1,131,226	5,921,740	4,790,514	In progress; 1st claim was submitted to AT	
Zama - Lift station upgrade (CF & New)	114,232	1,572	112,660	1,370,919	1,258,259	AB WWP application was submitted	
FV - Complete Upgrade Main Lift Station (CF)	53,438	24,917	28,521	50,083	21,562	In progress	
LC - Replace pump at main lift station	26,021	-	26,021	27,000	979	On order	
<i>Total department 42</i>			1,298,428	7,369,742	6,071,315		

Solid Waste Disposal

Two 40 Yard Bins (CF)	18,280	17,600	680	7,732	7,052		
LC waste transfer stn - Building for recycle centre	-	-	-	7,680	7,680		0%
Rocky Lane waste transfer station - Build up ramp	-	-	-	12,000	12,000		0%
<i>Total department 43</i>			680	27,412	26,732		

Planning & Development Department

Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
Trimble GeoExplorer 6000 XH (CF)	-	-	-	17,000	17,000	finalizing details - in progress	0%
Wide format plotter/scanner	-	-	-	25,500	25,500	obtaining quotes	0%
<i>Total department 61</i>			-	42,500	42,500		

Agricultural Services Department

HL - Rural Drainage - Phase II & Phase III (CF)	1,087,805	1,093,312	(5,507)	50,000	55,507		
LC - Buffalo Head/Steep Hill/Bear River Drainage (Phase I)	5,695	-	5,695	900,000	894,305	Hydrological study in progress	0%
<i>Total department 63</i>			188	950,000	949,812		

Recreation Department

FV - Capital (requests from Recreation Society)	38,005	-	38,005	115,002	76,997		
LC - Capital (requests from Recreation Society)	23,321	-	23,321	232,436	209,115		
Grounds Improvements (2014 - FV Walking Trail) (CF)	473,180	473,180	-	74,620	74,620		0%
Jubilee Park in La Crete (CF)	33,455	33,455	-	50,000	50,000	in progress	0%
ZA - Capital (requests from Recreation Society)	-	-	-	43,500	43,500		0%
LC Splash Park (CF)	-	-	-	255,000	255,000		0%
FV Splash Park (CF)	83,214	83,214	-	227,786	227,786	Goods and material were acquired	0%
<i>Total department 71</i>			61,326	998,344	937,018		

Parks & Playgrounds Department

Machesis Lake - Concrete Toilets (CF)	16,775	16,775	-	17,225	17,225		0%
Machesis Lake - Horse camp - road	-	-	-	25,000	25,000		0%
Bridge campground - Survey & improvements	-	-	-	19,000	19,000		0%
LC - Jubilee Park - fencing top of the Hill	-	-	-	5,220	5,220	in progress	0%

Project Name	Total costs	Costs in prior years	Costs in current year up to April 30, 2014	2014 Budget	2014 Budget Remaining on April 30, 2014	Status Update on April 30, 2014	Percentage of Completion (%)
LC - Walking Trails	-	-	-	10,000	10,000	in progress	0%
Hutch Lake - Marina improvements	-	-	-	6,000	6,000		0%
Wadlin Lake - Grounds improvements	-	-	-	20,000	20,000		0%
Wadlin Lake - Marina - dock & improvements	-	-	-	6,000	6,000		0%
FV - Walking Trails	-	-	-	10,000	10,000		0%
<i>Total department 72</i>			-	118,445	118,445		

TOTAL 2013 Capital Projects

3,239,367	30,726,855	27,487,488
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Policy ADM052 Electronic Access & Acceptable Use Policy

BACKGROUND / PROPOSAL:

Discussion was held at the May 13, 2014 Council meeting with regards to iPads being taken out of the country and the potential additional costs associated with it.

Council recommended that the policy be brought back to Council to address the issue.

Administration recommends that Section 6.2 of the policy be amended as follows:

- 6.2 All iPads/iPhones have 3G capability, however, users must access free wireless internet wherever possible to reduce the cost to the Municipality. ~~When travelling outside of the Country it is recommended that the data roaming be turned off.~~ **A “data roaming block” will be placed on all iPads/iPhones which blocks data usage while a user is out of the country.**

OPTIONS & BENEFITS:

To reduce the risk of additional costs to the municipality.

COSTS & SOURCE OF FUNDING:

N/A

Author: C. Gabriel Reviewed by: _____ CAO _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That Policy ADM052 Electronic Access & Acceptable Use Policy be amended as presented.

Author: _____ Reviewed by: _____ CAO _____

Mackenzie County

Title	Electronic Access and Acceptable Use Policy	Policy No:	ADM052
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Legislation Reference	Municipal Government Act Sections 3 (a) (b) and 5 (b)
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Purpose

A secure, sustainable and stable technological work environment requires information technology standards that are both enabling and responsible. The purpose of this policy is to identify access to technology for municipal purposes and to identify appropriate use of corporate technology.

Guidelines/Procedures:

This policy applies to all Employees and Elected Officials of Mackenzie County.

This policy pertains to various electronic devices provided by the Municipality for the purposes of conducting municipal business, which include, but are not limited to:

- Computers
- Laptops
- iPads and Other Tablet Devices
- iPhones, Smart Phones, and other cellular devices

Definitions:

“Electronic Devices” – includes, but is not limited to, computers, laptops, iPads, iPhones, etc.

“Employee” – means all persons employed by Mackenzie County or an Elected Official elected to Mackenzie County Council.

“Municipality” – means Mackenzie County.

“IT Services” – Mackenzie County employees who are authorized to perform hardware and software maintenance on Mackenzie County computer systems.

1. Access to Communications

- 1.1 All electronic devices are Mackenzie County property. All applications and software purchased by the Municipality for use on electronic devices are considered Mackenzie County property. Upon termination of employment with Mackenzie County, all electronic devices and purchased software are

to be returned to IT Services immediately, unless otherwise specified in this Policy.

1.2 The Municipality reserves the right, at its discretion, to review any employee's electronic files and messages to the extent necessary to ensure electronic media and services are being used in compliance with the law, this policy and other County policies.

1.3 Employees should not assume electronic communications are completely private. Accordingly, if they have sensitive information to transmit, they should use other means.

2. Electronic Mail (Email)

2.1 Each authorized user must conduct himself or herself in a responsible and professional manner while using email.

2.2 Email messages, and any content or attachments contained in said email, which is marked as "confidential" must not be distributed or released unless you have the authority from the sender to do so.

2.3 County email is not to be used to forward spam, petitions, or pleas for help.

2.4 County email is not to be used to sign up for personal activities or networks (ie. shopping, facebook, msn, etc.)

2.5 County documents shall not be emailed to your personal email account unless approved by your supervisor.

2.6 Routine clean-up/archiving of emails is strongly encouraged to free up server space.

3. Lost, Damaged or Stolen

3.1 In the event that electronic equipment is lost, damaged, or stolen, IT Services must be contacted immediately.

4. Passwords

4.1 All user-level passwords shall be changed every 90 days, unless it meets the complexity requirements indicated below.

4.2 Passwords shall not be inserted into email messages or other forms of electronic communication (ie. chat, instant messaging).

- 4.3 If an account or password is suspected to have been compromised, report the incident to IT Services and change all passwords.
- 4.4 Passwords must comply with the following complexity requirements:
- a. Not contain the user's account name or parts of the user's full name that exceed two consecutive characters
 - b. Be at least **eight** characters in length
 - c. Contain characters from **three** of the following **four** categories:
 - i. English uppercase characters (A through Z)
 - ii. English lowercase characters (a through z)
 - iii. Base 10 digits (0 through 9)
 - iv. Non-alphabetic characters (for example: !, \$, #, %)
- 4.5 It is also strongly encouraged to set your electronic device to lock after 10 minutes of inactivity.

5. Personal Use

- 5.1 The electronic media and services provided by the Municipality are primarily for business use to assist employees and elected officials in the performance of their job duties. Limited, occasional, or incidental use of electronic media (sending or receiving) for personal, non-business purposes is understandable and all such use should be done in a manner that does not negatively affect the system's use for business purposes.
- 5.2 Personal use outside of a limited or occasional use should be with the expressed approval of an employee's supervisor. However, employees are expected to demonstrate a sense of responsibility and not abuse this privilege. Email humor and jokes should be minimized to adequately comply with the provisions of the policy. Communications and information research of a personal nature, not related to business activities, should be conducted outside normal working hours.

6. Portable Electronic Devices (iPads, iPhones, Laptops)

- 6.1 It is the responsibility of the user to ensure that municipal equipment remains in a good state of repair and that the following guidelines are followed:
- Usage of protective covers/cases. These will be provided to the user on initial distribution and should be used to prevent damage.
 - The iPad and iPhone screens are made of glass and therefore are subject to cracking and breaking if misused. Never drop nor place heavy objects on top of the iPad or iPhone.
 - Only use a soft cloth or approved laptop screen cleaning solution to clean the screen.
 - Do not subject the iPad/iPhone to extreme heat or cold.

- Users may not photograph any other person, without that persons' consent.
 - For security purposes, users are encouraged to set a passcode on their iPad/iPhone.
- 6.2 All iPads/iPhones have 3G capability, however, users must access free wireless internet wherever possible to reduce the cost to the Municipality. ~~When travelling outside of the Country it is recommended that the data roaming be turned off.~~ **A “data roaming block” will be placed on all iPads/iPhones which blocks data usage while a user is out of the country.**
- 6.3 iPad users will be allowed a maximum data plan of \$50 per month, any overages will be the responsibility of the Employee and deducted through the municipalities payroll system.
- 6.4 Designated personnel may be issued a cell phone or qualify to receive a monthly reimbursement for the purpose of conducting municipal business, see Schedule B attached. County Management shall be responsible for the authorizing and monitoring of Employee cell phone usage to ensure appropriate use and costs incurred are financially responsible.
- 6.5 The Municipality may approve the installation of various Apps in order for users to conduct municipal business. The cost of these approved applications may be submitted for reimbursement upon approval by their supervisor. (for example: Pages, Numbers, DocuMob, etc.)
- 6.6 Personal laptops, vendor laptops or laptops not owned by the Municipality will not be allowed on Mackenzie County's network unless pre-approved by IT Services before each connection to the network.
- 6.7 Virtual Private Networking (VPN) access may be available to users that require network access outside the office.
- 6.8 When connected to the Municipality's network from inside/outside the office, it is the responsibility of the authorized user to adhere to this policy in its entirety and to ensure that family members, colleges, and general public do not gain access to the Municipality's network.
- 6.9 Mobile devices are kept on our persons, removed from company locations on a daily basis, and are in danger of being lost or stolen. Whenever sensitive business data is stored on the device, the mobile device must be password protected.
- 6.10 Never leave a portable electronic device in an unlocked vehicle, even if the vehicle is in your driveway or garage, and never leave it in plain sight.

If you must leave your device in a vehicle, the best place is a locked trunk. If you don't have a trunk, cover it up and lock the doors.

7. Prohibited Communications

- 7.1 Electronic media cannot knowingly be used for transmitting, retrieving, or storing any communication that is:
- Discriminatory or harassing;
 - Derogatory to any individual or group;
 - Obscene, sexually explicit or pornographic;
 - Defamatory or threatening;
 - In contravention to a signed "confidentiality agreement";
 - In violation of any license governing the use of software;
 - Engaged in for any purpose that is illegal or contrary to Mackenzie County policy or business interests, or
 - Used in such a way to damage the name or reputation of Mackenzie County, its employees, or elected officials.

8. Replacement

- 8.1 A replacement device shall be made available to the Employee in the event that the device becomes lost, damaged, or stolen.
- 8.2 In the event that the device is found to have been damaged as a result of neglect by the Employee, the Employee may be liable for the cost of replacement.

9. Security/Appropriate Use

- 9.1 Employees must respect the confidentiality of other individuals' electronic communications. Except in cases in which explicit authorization has been granted by County Management, employees are prohibited from engaging in, or attempting to engage in:
- Monitoring or intercepting the files or electronic communications of other employees or third parties;
 - "Hacking" or obtaining access to systems or accounts they are not authorized to use;
 - Using other people's log-ins or passwords; and
 - Breaching, testing, or monitoring computer or network security measures.
- 9.2 No email or other electronic communications can be sent that attempts to hide the identity of the sender or represent the sender as someone else.

- 9.3 Electronic media and services should not be used in a manner that is likely to cause network congestion or significantly hamper the ability of other people to access and use the system.
- 9.4 Authorized users must respect the copyrights, software licensing rules, property rights, privacy rights and all federal, provincial and international laws.
- 9.5 All created files, being either business related or personal, should be stored on the Municipality's network servers. Computer users are strongly encouraged to avoid storing files on the local hard drive of a computer system. Workstation hard drives are reserved for operating systems and application installations only. Compliance with this recommendation will help ensure the integrity of the Municipality's data and ensure that daily business is not dependent on a specific work station.
- 9.6 Municipal technology resources are to be used in a manner consistent with the Freedom of Information and Protection of Privacy Act and related County policies.

10. Software/External Storage Devices

- 10.1 To prevent computer viruses from being transmitted through the County's system, unauthorized downloading of any unauthorized software is strictly prohibited.
- 10.2 Only software registered through or approved by IT Services may be downloaded. Employees should contact IT Services if they have any questions.
- 10.3 External storage devices shall not be used without consent by IT Services as they could contain viruses or malicious software. These include external hard drives, USB thumb drives, personal cameras, etc.
- 10.4 No personal network hardware should ever be connected to the County network, such as Wireless Access Point, Hotspot, router, switches, etc.

11. Technical Support

- 11.1 IT Services is authorized to:
- Determine the need for and permit an authorized user to access and use the internet and/or email through the Municipality's computer systems provided such access is restricted to municipal business purposes only;
 - Arrange for training for authorized users;
 - Assist in establishing rules, regulations, procedures and/or guidelines governing such access and use and the enforcement thereof;

- Deny, amend or revoke access by any authorized user and regarding any computer or group of computers in consultation with the Manager/Director or CAO;
 - Make all users aware of the Electronic Access and Acceptable Use Policy.
- 11.2 IT Services shall satisfy that reasonable safeguards (hardware and/or software, encryption, passwords, etc.) are in place to adequately protect the Municipality's computers, computer systems, computer networks and all data and other information stored on or communicated through the computers, systems and networks from unauthorized access, theft, corruption, misdirection or any other reasonably foreseeable harm that may result from connection to the World Wide Web, the Internet or an external network.

12. Technology for Elected Officials

- 12.1 Elected Officials will receive technology equipment with their assignment to municipal office, which may include:
- Computer or Laptop
 - iPad
- 12.2 All technology equipment provided to an Elected Official must be returned at the end of their term of office or have the option to purchase their technology equipment at current fair market value. The decision to purchase equipment must be made as soon as practicable following a municipal election or upon resignation and prior to final payment being issued to the outgoing Elected Official.
- 12.3 Upon completion of a term in office all personal data will be destroyed unless the equipment is purchased by the Elected Official.
- 12.4 Elected Officials have the option to purchase extended warranty for their iPad, at their expense.
- 12.5 Elected Officials are required to attend training sessions as necessary to become familiar with County technology equipment and acceptable use policies.

13. Violations

- 13.1 It is a condition of using any of the Municipality's computers, computer systems or computer networks that any information created on, transferred to, transferred through, stored on or processed by any of the Municipality's computers, computer systems or computer networks is the property of the municipality and can be retrieved, examined, printed,

copied, deleted, manipulated or otherwise dealt with by the Municipality without notice to anyone. The Municipality may, at its discretion, monitor, by a variety of means, the use being made of any of its computers, computer systems or networks to manage the systems, ensure their security and ensure compliance with this Policy.

13.2 The Municipality does not control material on the Internet and the Municipality is therefore unable to control the content of data or material that a user may discover or encounter through the use of the Internet. Authorized users are specifically prohibited from commencing, participating in or continuing any unacceptable use of any Municipal computer, computer system or computer network. Furthermore, authorized users are responsible for ascertaining the accuracy or quality of information obtained through the Internet. Authorized users are encouraged to consider the source of any information they obtain and consider how valid that information may be prior to using or acting on it.

13.3 Any Employee who abuses the privilege of his/her access to electronic media and services in violation of this policy will be subject to corrective action, including possible termination of employment, legal action, and criminal liability.

14. Agreement

14.1 All Employees will be required to sign a copy of the “Electronic Access Use Agreement” (Schedule “A” attached) to acknowledge their understanding of the policy, its content and the consequence of uses that contravene this policy.

	Date	Resolution Number
Approved	07-May-13	13-05-328
Amended		
Amended		

Schedule "A"

Electronic Access Use Agreement

I certify that I have read, understand, and agree to the terms set forth in the Mackenzie County Electronic Access and Acceptable Use Policy in its entirety.

I further certify that I have received a copy of this Policy.

I acknowledge that the IT Administrator may remotely wipe my mobile device, if applicable, including all data (email, music, pictures, apps) if suspicious activity has occurred or the device has become compromised.

I acknowledge that using the Municipality's systems is a privilege that may be revoked in the sole discretion of the Municipality for any reason, and that it automatically terminates when I leave the employment of the Municipality.

I hereby authorize the Municipality to deduct the amount in excess of the maximum data plan allowed, as stated in Section 6.3, through the Municipality's payroll system.

Signature

Date

Name (Please Print)

Schedule "B"

**Persons Authorized to Receive Municipal Cell Phone
or Monthly Reimbursement**

1. The following personnel may be provided a municipal issued cell phone to conduct municipal business.
 - Chief Administrative Officer
 - Directors
 - Managers
 - Supervisors
 - Senior Utilities Officers
 - Lead Hands / Foreman
 - Fire Chiefs / Deputy Fire Chiefs
2. All other personnel requiring a municipal cell phone must obtain written authorization from their direct Supervisor and the Chief Administrative Officer.
3. Any Employee listed in Section 1 above may elect to use their personal cell phone and be given an appropriate monthly reimbursement as approved by the Chief Administrative Officer.
4. The following personnel may be provided a monthly reimbursement for utilizing their personal cell phones in order to conduct municipal business:
 - Fire Fighters \$30.00
 - Equipment Operators \$30.00
 - General Maintenance Laborers \$30.00
 - Weed Inspectors \$30.00
 - Seasonal Staff \$30.00
5. All other personnel, not identified in Section 4 above, who are required to use their personal cell phone for municipal business must obtain written authorization from their direct Supervisor and the Chief Administrative Officer.
6. All Employees must complete the Employee Cell Phone Authorization Form (Schedule C attached) prior to receiving a municipal issued cell phone or monthly reimbursement.
7. Reimbursement for cell phones for Elected Officials is covered in the Honorariums and Related Expense Reimbursement for Councillor and Approved Committee Members Bylaw.

Schedule "C"

Employee Cell Phone Authorization Form

EMPLOYEE INFORMATION

Name: _____
Address: _____
Position/Title: _____
Department: _____

CELL PHONE OPTIONS

Option 1

County Issued Cell Phone

Check all that apply:

- iPhone
- Smart Phone
- Mobile Phone
- Phone Case
- Car Charger
- Other _____

Option 2

Personal Cell Phone

Please complete the following:

Cell Phone # _____

Monthly Reimbursement \$ _____

Employees must attach a copy of the first page of their personal bill as evidence of continued eligibility for cell phone allowance payments.

Signing authorizes the release of your number for internal use only.

APPROVAL

Employee Signature: _____

Date: _____

Supervisor Name: _____

Supervisor Signature: _____

Date Approved: _____

FOR OFFICE USE ONLY

County Issued Cell Phone Number _____

Financial Code/GL Account _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Agricultural Service Board Member-at-Large Vacancy

BACKGROUND / PROPOSAL:

The Agricultural Service Board received a resignation from Carla Komarnicki on June 6, 2014. Carla has served as a Member-at-Large on the Agricultural Service Board since November 2010.

The following motion was made at the June 6, 2014 Agricultural Service Board meeting:

That the ASB recommend to council that an advertisement be sent for 1 Agricultural Service Board Member at Large position with preference given to residents living in the Rocky Lane of High Level Rural areas.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Author: C. Gabriel Reviewed by: _____ CAO _____

COMMUNICATION:

Advertise position vacancy.

RECOMMENDED ACTION:

Motion 1

That the resignation from Carla Komarnicki on the Agricultural Service Board be accepted with regret.

Motion 2

That the Agricultural Service Board Member-at-Large vacant position be advertised indicating that preference will be given to applicants from the High Level Rural or Rocky Lane area.

Author: _____ Reviewed by: _____ CAO _____

- Alberta Forest Products Association Conference

RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: CAO



ALBERTA
CULTURE

*Office of the Minister
MLA, Edmonton-Glenora*

April 24, 2014

Dear Reeve:

Alberta Culture Days 2014 will occur September 26-28 and continues to be Alberta's largest celebration of our heritage, arts and cultural diversity. Every year, a growing number of Albertans are taking this opportunity to put culture centre stage. In 2013, 94 communities across the province hosted 1,455 events!

Culture matters to the well-being of Albertans and the growth and prosperity of our province. In previous years, many municipalities have joined in celebrations by officially proclaiming the last three days of September as Alberta Culture Days. I encourage you to help continue the momentum by playing a lead role in your community in Alberta Culture Days 2014. Participation can range from sponsoring local celebrations, providing public space for events, facilitating partnerships, or having your Community and Recreation departments host an event.

AlbertaCultureDays.ca provides a number of additional resources and information. Please encourage event planners to register their events at www.AlbertaCultureCalendar.ca, which is the central event listing guide. This calendar is also available as a free mobile app from iTunes. Your assistance in spreading the word about Alberta Culture Days 2014 is greatly appreciated.

Culture is the way we define ourselves. The way we envision the kind of society we want to live in and the way we want to present ourselves to the world. My sincere thanks if you count yourself amongst the past Alberta Culture Days event organizers. Together, we can help Albertans gain a better understanding of our shared heritage and experience the variety of talent and cultural activities available throughout our great province.

Best Regards,

Heather Klimchuk
Minister of Culture

RECEIVED
MAY 6 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**



April 25, 2014

Honourable Verlyn Olson
Minister of Agricultural and Rural Development
228 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Olson,

RE: BILL 201- SUPPORT FOR ZERO TOLERANCE OF FUSARIUM GRAMINEARUM

This letter is in support of the concerns expressed by Northern Sunrise County as set out in their letter dated, March 20, 2014.

Saddle Hills County is also opposed to the amendment to the Agricultural Pest Act being proposed by Bill 201. Fusarium Head Blight caused by Fusarium graminearum is a significant concern for our agricultural producers. We are aware of areas within the province that are facing serious losses from this disease and strongly feel that a blanket removal of the zero tolerance currently in place in the province would allow low level infected seed to be grown where Fusarium is not currently an issue, therefore increasing the rate of spread throughout our province and threatening our ability to provide safe food.

Per the letter from Northern Sunrise County, we ask that you support the previously expressed wishes of the AAMD&C and the Province's Agricultural Service Boards, and ensure Bill 201 is defeated.

Sincerely,

Ken Titford
Agricultural Service Board Chair

Cc: Honourable Frank Oberle, MLA for Peace River
Ms. Pearl Calahasen, MLA for Lesser Slave Lake
Mr. Hector Goudreau, MLA for Dunvegan-Central Peace-Notley
Councils of AAMDC Zone 4

RECEIVED
MAY 12 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

Safe Strong Sustainable

71977 Range Road 84 • Junction of Hwy 49 and 725 • P: (780) 864-3760 • F: (780) 864-3904 • www.saddlehills.ab.ca
Mailing Address: RR 1 Spirit River, AB T0H 3G0



NORTHERN SUNRISE COUNTY

www.northernsunrise.net

Bag 1300
Peace River, AB T8S 1Y9
Office: 780-624-0013
Fax: 780-624-0023

March 20, 2014

Honourable Verlyn Olson
Minister of Agricultural and Rural Development
228 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Olson,

RECEIVED

MAR 24 2014

SADDLE HILLS
COUNTY

RE: BILL 201- SUPPORT FOR ZERO TOLERANCE OF FUSARIUM GRAMINEARUM

This letter is in response to Bill 201 currently being deliberated in the Alberta Legislature. Bill 201 is seeking to amend the *Agricultural Pests Act* to state:

(3) For the purposes of this Act and any regulations made under section 21, fusarium head blight shall not be deemed to be a pest or nuisance unless it is found at a concentration of greater than 0.5 per cent in any plant, seed, crop, vegetation or other matter.

Northern Sunrise County strongly opposes this proposed change to the legislation, as our Agricultural Service Board has adopted a policy of zero tolerance for fusarium graminearum in our municipality. Furthermore, the Alberta Association of Municipal District and Counties and the Provincial Agricultural Service Boards have voted overwhelmingly to keep fusarium as a declared pest under the Act.

Agricultural Service Boards throughout the Province are aware of the detrimental consequences Bill 201 would have on Canada's agricultural industry and food supply. We would request that, as the Agriculture Minister, you will consider our concerns, as well as the stance of the AAMDC and Provincial ASBs, and defeat Bill 201.

We thank you in advance for your support in this matter.

Respectfully Yours,

Carolyn Kolebaba
Reeve and Agricultural Service Board Chair

cc: Honourable Frank Oberle, MLA for Peace River
Ms. Pearl Calahasen, MLA for Lesser Slave Lake
Mr. Hector Goudreau, MLA for Dunvegan-Central Peace-Notley
Councils of AAMDC Zone 4

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A vibrant dynamic County, reflecting strong values and progressive attitudes, while balancing nature and economic growth in a global environment



Municipal District of Smoky River No. 130

P.O. Box 210 FALHER, ALBERTA T0H 1M0

Phone: (780) 837-2221

Fax: (780) 837-2453

April 9th, 2014

Honourable Verlyn Olson
Minister of Agriculture and Rural Development
228 Legislature Building
10800 - 97 Ave
Edmonton, AB
T5K 2B6

Dear Minister Olson:

RE: BILL 201 –SUPPORT FOR ZERO TOLERANCE OF FUSARIUM GRAMINEARUM

This letter is in support of the concerns expressed by Northern Sunrise County as set out in their letter dated March 20th, 2014.

M.D. of Smoky River Council is also opposed to the amendment to the Agricultural Pest Act being proposed by Bill 201. Fusarium Head Blight caused by *Fusarium graminearum* is a significant concern for our agricultural producers. We realize that some areas of the province are facing serious losses from this disease. However a blanket removal of the zero tolerance currently in place in the province would allow low level infected seed to be grown where Fusarium is currently not an issue, increasing the rate of spread throughout the province.

Per the letter from Northern Sunrise County, we ask that you support the previously expressed wishes of the AAMD&C and the Province's ASBs, and ensure Bill 201 is defeated.

Respectfully yours,

Robert Brochu
Reeve and Agricultural Service Board Chair

cc: Honourable Frank Oberle, MLA for Peace River
Ms. Pearl Calahasen, MLA for Lesser Slave Lake
Mr. Hector Goudreau, MLA for Dunvegan-Central Peace-Notley
Councils of AAAD&C Zone 4



Box 239, High Prairie, Alberta, Canada T0G 1E0 Telephone: (780) 523-5955 Fax: (780) 523-4227
Email: biglakes@mdbiglakes.ca Website: www.mdbiglakes.ca

May 5, 2014

Bill Neufeld
Reeve
Mackenzie County
Box 640
Fort Vermillion, Alberta T0H 1N0

Dear Mr. Neufeld,

Bill
Re: STARS Charity Golf (Heli-Pad)

This letter is our request for you to assist the M.D. of Big Lakes, the Town of High Prairie and the High Prairie & District Community Health Foundation in making our First Annual STARS Golf Tournament a success. The attendance and participation of yourself and perhaps your Council members would contribute alot to our tournament.

We have enclosed the fee schedule and sponsorship opportunities for your perusal. We have also confirmed the attendance of several Alberta Cabinet Ministers and MLA's along with some major industry folks so there will be great networking opportunities.

The funds from the tournament will be shared between STARS and the High Prairie Hospital Heli-Pad Building Committee, both honorable causes.

Thank you and we would be thrilled to see you all at our First Annual STARS Tournament. If you wish more information be contact William (Bill) Kostiw, CAO/Tournament Manager at 780-523-5955 or email cao@mdbiglakes.ca .

Sincerely,

Bill

William (Bill) Kostiw
CAO/Tournament Manager

cc: Pearl Calahasen, MLA
Maureen Kubinec, MLA
M.D. of Big Lakes Council
Town of High Prairie Council
STARS

RECEIVED
MAY 16 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

Title Sponsor

The logo for TOLKO features the word "TOLKO" in a bold, blue, sans-serif font. A thick blue horizontal bar is positioned above the letters, extending from the left edge of the 'T' to the right edge of the 'O'.

1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014

High Prairie & District Golf Course

Honourary Tournament Chairpersons:

Pearl Calahasen, MLA & Maureen Kubinec, MLA

Funds raised will be shared between STARS and the High Prairie Hospital Heli-Pad

Co-host

The logo for STARS features the word "STARS" in a bold, red, sans-serif font, followed by a registered trademark symbol (®).

Platinum Sponsor

The logo for COX CONTRACTORS LTD features the word "COX" in a large, bold, black, sans-serif font. A red swoosh underline is positioned beneath the letters. Below "COX" is the word "CONTRACTORS" in a smaller, bold, black, sans-serif font, followed by "LTD" in an even smaller font.

Hosted by:

Municipal District of Big Lakes

Town of High Prairie

High Prairie & District Community Health Foundation



Municipal District of Big Lakes & Town of High Prairie & High Prairie & District Community Health Foundation

1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014

High Prairie & District Golf Course

Honourary Tournament Chairpersons: Pearl Calahasen, MLA & Maureen Kubinec, MLA



Title Sponsor



Sponsorship Opportunities

Sponsorship in any category or donation is greatly appreciated. All sponsors will receive name recognition in the Tournament Program and signage on the course according to value.

Cash Sponsors

Gold Sponsors \$3,000 (Three Complimentary Golf Entries)

Silver Sponsors \$2,000 (Two Complimentary Golf Entries)

Bronze Sponsors \$1,000 (One Complimentary Golf Entry)

Hole No. 1 Sponsor - \$2,500

Includes Two Complimentary Golf Entries

Regular Hole Sponsor- \$1,500

Includes One Complimentary Golf Entry

Hole in One Sponsors- \$1,000 plus

Cost of Insurance

Includes One Complimentary Golf Entry

Food Hole Sponsors - \$500

Plus the Food for the Hole

General Donations

Silent & Live Auction Items – Prizes

BBQ Sponsor – \$3,000

Sponsored by M.D. of Big Lakes

Breakfast Sponsor – \$2,000

Sponsored by Town of High Prairie

Golfer Gift Bag Sponsors

Sponsored logo items will be placed in Golfer gift bags. (100 bags)

Beverage Cart Sponsor – \$1,500

Includes One Complimentary Golf Entry

Golf Cart Sponsors - \$3,000

Includes Three Complimentary Golf Entries

Event Schedule

7:30 a.m. Breakfast & Registration

8:45 a.m. Welcome & Group Photo

9:00 a.m. Texas Scramble Shotgun Start

3:30 p.m. Barbeque & Live/Silent Auction

Co-host

STARS[®]

Platinum Sponsor



The High Prairie & District Golf Course is located 8 km West of High Prairie, Alberta on Highway 2
Questions? Please contact Bill Kostiw or Jessica Martinson at 780-523-5955 or email

exec@mdbiglakes.ca



Municipal District of Big Lakes & Town of High Prairie & High Prairie & District Community Health Foundation

1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014
High Prairie & District Golf Course



Honourary Tournament Chairpersons: Pearl Calahasen, MLA & Maureen Kubinec, MLA

Participant Registration Form

Registration Deadline – July 31, 2014

Name: _____
Company: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____

- ✓ **Entry fee is \$150.00 per person**
(includes green fees for 18 holes, cart, full breakfast, food holes and BBQ)

Players: _____

Contact Person: _____

- ✓ **All players will be assigned to a team.**

Registration Fee: _____ x \$150.00 = _____

Title Sponsor



Sponsorship Form

Sponsorship: _____
Donation: _____
Prizes: _____
Total: _____

Method of Payment

- MasterCard Cheque
- Visa Cash

Credit Card #: _____
Expiry Date: _____
Cardholders Name: _____
Authorized Signature: _____

Please make cheques payable to:
Big Lakes Charity Golf
Box 239, 5305-56 Street
High Prairie, AB T0G 1E0
PH: 780-523-5955
Fax: 780-523-4227

Co-host



Platinum Sponsor



The High Prairie & District Golf Course is located 8 km West of High Prairie, Alberta on Highway 2
Questions? Please contact Bill Kostiw or Jessica Martinson at 780-523-5955 or email

exec@mdbiglakes.ca

May 7, 2014

Reeve Bill Neufeld and Councillors
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

RECEIVED
MAY 16 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

Dear Reeve Neufeld and Councillors:

Alberta Tourism, Parks and Recreation and the Alberta Recreation and Parks Association (ARPA), are jointly sponsoring the **2014 Energize Workshop**.

The Energize Workshop will be hosted in conjunction with the ARPA Annual Conference, **October 23-25, 2014** at the Jasper Park Lodge in Jasper, Alberta. The ARPA conference has historically been attended by a full house of over 450 delegates from across the province. The annual workshop provides a forum for learning and networking for council members, recreation board members, administrators and other Albertans interested in recreation. Watch for the program brochure coming in late June!

The *Recreation Volunteer Recognition Awards* have been a part of Energize since 1977 and, to date, 205 outstanding Albertans have been recognized (see attached list of recipients). You have the opportunity to nominate an individual (or individuals) from your community who has made significant contributions to recreation development.

Please review the attached nomination form, award criteria and completion tips carefully to ensure your nominee is given full credit for volunteer work contributed. This information is also available on our website at www.tpr.alberta.ca/recreation/recognition-awards. The deadline for submissions is **June 20, 2014**.

Mail, email or fax completed nomination forms to: Mr. Chris Szabo, Physical Activity Advisor
Recreation and Physical Activity Division
Alberta Tourism, Parks and Recreation
901, 10405 Jasper Avenue
Edmonton, Alberta T5J 4R7
email: chris.szabo@gov.ab.ca fax: (780) 427-5140

If you require additional information regarding the Energize Workshop or the *Recreation Volunteer Recognition Awards*, please contact Mr. Szabo directly in Edmonton at (780) 415-0276 (toll-free at 310-0000).

Sincerely,



Roger Kramers, Executive Director
Recreation and Physical Activity Division



Brian Wright, Chair
Energize Advisory Committee

Attachments

Energize





**NORTHERN SUNRISE
COUNTY**
www.northernsunrise.net

Bag 1300
Peace River, AB T8S 1Y9
Office: 780-624-0013
Fax: 780-624-0023

May 9, 2014

Reeve Bill Neufeld & Council
Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Dear Reeve Neufeld & Council,

RE: NORTHERN SUNRISE COUNTY'S CANADA DAY CELEBRATION, JUNE 25, 2014

On behalf of Council, I am pleased to extend an invitation to you for our Canada Day celebration that will be held on June 25, 2014 from 4-8pm.

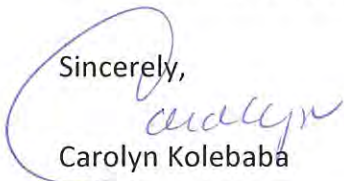
The celebration will be held at the County Transportation building located at the junction of Highway 2 and Sunrise Road. A buffet dinner and refreshments will be available.

The Tri-County meeting between Northern Sunrise County, the MD of Opportunity, and Mackenzie County is scheduled for the following day, June 26, 2014 at the Mamowintowin Hall in Cadotte Lake.

To confirm your attendance, please contact Jocelyn Gagnon, Executive Administrative Assistant, or Amber Houle, Community Services Supervisor at (780) 624-0013.

We look forward to celebrating with you on June 25, 2014.

Sincerely,


Carolyn Kolebaba
Reeve

RECEIVED
MAY 20 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

J:\2014 DATA\CORRESPONDENCE\5- May\Canada Day Celebration Invitations.docx

A vibrant dynamic County, reflecting strong values and progressive attitudes, while balancing nature and economic growth in a global environment

May 14, 2014

Our File: 1560-RRP-MACK-10

Mr. Bill Neufeld
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld:

Re: Resource Road Program
2011 Zama Access Road – Base/Pave

Thank you for providing us with the final expenditures for the above captioned project. We have reviewed the project costs and confirm the final expenditure as follows:

Total Net Eligible Project Cost:	\$6,006,563.62
Maximum Approved Eligible Project Cost:	\$6,000,000.00
Eligible Grant @ 50%:	\$3,000,000.00
Previously Advanced	<u>\$2,950,000.00</u>
Final Payment Due:	<u>\$ 50,000.00</u>

Please be advised that a grant in the amount of \$50,000.00 is being electronically transferred to Mackenzie County under the Resource Road Program as a final payment for the 2011 Zama Access Road – Base/Pave project.

We are pleased to have assisted you in this worthwhile endeavour.

Yours truly,



Danny Jung, P.Eng
Acting Regional Director

CB/ljl

cc: Honourable Frank Oberle, MLA Peace River
Barry Pape, Rural Transportation Engineer, Alberta Transportation

May 14, 2014

Our File: 1560-WWP-MACK-7

Mr. Bill Neufeld
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld:

**Re: Alberta Municipal Water/Wastewater Partnership
Hamlet of La Crete Sewage Lagoon Expansion Project**

Please be advised that a grant in the amount of \$875,000 is being electronically transferred to the Mackenzie County. This amount represents an advance payment under the Alberta Municipal Water/Wastewater Partnership and is provided to assist you with the Hamlet of La Crete Sewage Lagoon Expansion project.

We are pleased to assist you with this worthwhile endeavour.

Yours truly,



Danny Jung, P.Eng.
Acting Regional Director

CB/ljl

cc: Honourable Frank Oberle, MLA Peace River
Dave McIntyre, Water/Wastewater Specialist, Alberta Transportation

RECEIVED
MAY 23 2014



Beaver First Nation

Box 270 High Level, AB, T0H 1Z0

P: 780-927-3544

F: 780-927-4064

May 16, 2014

Dear Manager/Owner,

We at Beaver First Nation are in the process of developing local member's employability skills and training. Our goal is to provide these individuals with an opportunity to participate in the booming economy. Specifically, we would like to offer Class 1/3 driver training via accredited institution Northern Lakes College.

Currently, Beaver First Nation will be funding the training along with Alberta Human Services (Alberta Works). The average cost expected per student is \$5000 (see attachment) and we hope to fund a minimum of 8 students. The success of this training program is dependent on industry partnerships – partnerships that will contribute training dollars and/or consideration of making graduates part of your workforce.

Due to your commitment to the area and the opportunities you offer, we feel that your participation in this would be not only beneficial for the student, but also to your organization. We all would be in the position to build capacity and skill level in our community and region as a whole.

As part of the screening process, each individual will be interviewed and assessed in order to ensure their interests and suitability matches the training. Also, as a partner in this project, industry is welcome to join the planning and interview process. Ideally, we would hope that this would lead to future employment upon completion.

Beaver First Nation would like to move forward in a timely fashion and will be following up within 8-10 business days of this letter. If you have any questions or would like further information prior to this, please contact Leah Lizotte at 780-927-3544. Thank you in advance.

Sincerely,

Chief Trevor Mercredi

RECEIVED
JUN 5 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

HEAD OFFICE

Peace River Office
Bag 900-14
2nd fl Provincial Building
9621 - 96 Avenue
Peace River, AB T8S 1T4

St. Paul Office
Provincial Building
5025 - 49 Avenue
St. Paul, AB T0A 3A4

Edmonton Office
1002 Legislature
Annex
9718 - 107 Street
Edmonton, AB T5K 1E4

P. 780.624.6274

P. 780. 645.6365

P. 780.422.9176

Website: www.nadc.ca Email: nadc.council@gov.ab.ca

May 16, 2014

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Neufeld:

The Northern Alberta Development Council (NADC) invites you (or your designate) to participate in an upcoming workshop in Peace River on June 11 from 10:00 am until 2:00 pm to discuss transportation priorities in northwest Alberta. The meeting will take place in the first floor boardroom of the Peace River Provincial Building. Delegates to the recent Northern Leaders' Summit in Athabasca on March 14th identified transportation infrastructure as northern Alberta's top priority. The region's communities and economy depend on an integrated and well-maintained transportation system of roads, rail, air and public transportation to move people and provide market access.

As you may be aware, a long-term, integrated Transportation Strategy for Alberta is currently being developed by Alberta Transportation to help guide our province's transportation future along a course of social, economic and environmental sustainability. During the first phase of public consultations, 6 meetings were held in northern communities between January and February.

During this workshop, the NADC will provide an overview of information gathered at the Northern Leaders' Summit and the ideas and suggested actions contained in the draft Long-Term Transportation Strategy for Alberta. NADC's workshop will identify northern priorities and how best to elevate northwest Alberta's transportation priorities to government.

To RSVP or if you have any questions, please contact Steven Rowe, Senior Northern Development Officer with the NADC. He can be reached at 780-645-6365 or at steven.rowe@gov.ab.ca. Additional information including background material and a workshop agenda will be emailed once your RSVP has been confirmed. Your RSVP by May 30, 2014 would be appreciated.

We look forward to seeing you June 11!

Sincerely,



Cathy Goulet
Executive Director, Northern Alberta Development Council

RECEIVED
MAY 26 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE





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

June 1, 2014

RE: SPONSORSHIP FOR 2014 ADOA 30th ANNIVERSARY CONFERENCE

Dear Mr. Neufeld

The Board of Directors of the Alberta Development Officer's Association is hosting our 30th Anniversary Conference from September 28th to October 1st, 2014 in Canmore at the Radisson Hotel & Conference Centre. The theme of this year's Conference is 'Our Next 30 Years'.

The Alberta Development Officers Association provides its members from various municipalities, and Agencies throughout Alberta a vehicle to communicate and share relevant development and planning issues. Our yearly conference also provides a forum for members to discuss and comment on proposed provincial legislation.

Each year the Alberta Development Officers Association depends on sponsorships to offset the costs of the Conference. The Conference venue offers a terrific opportunity to showcase your municipality. Your sponsorship or participation at the conference will be acknowledged by people working in the planning and development field, and recognized in the Conference program.

Please respond no later than August 15, 2014 by mailing your contribution to the ADOA Office in Sangudo.

On behalf of the all the members of the Alberta Development Officer's Association, your consideration of our request, your sponsorship and participation is greatly appreciated.

Yours truly,

Betty Ann Fountain

President, ADOA



MACKENZIE COUNTY
FORT VERMILION OFFICE



PO Box 164
Sangudo, AB T0E 2A0

30th ANNIVERSARY CONFERENCE
September 28th to October 1st, 2014
Canmore

SPONSORSHIP CATEGORIES

- Recognition for one or part of the five coffee breaks (\$750.00 per break)
- Recognition for one or part of the two breakfasts. (\$1,500.00 per breakfast)
- Recognition for one or part of the two lunches. (\$2,400.00 per lunch)
- Recognition for the opening reception / meet and greet. (\$1,500.00)
- Recognition for non-specific contribution. (see chart below)

SPONSORSHIP CONTRIBUTION RECOGNITION:

<i>DIAMOND SPONSOR:</i>	<i>\$5,000 +</i>
<i>PLATINUM SPONSOR:</i>	<i>\$2,500 +</i>
<i>GOLD SPONSOR:</i>	<i>\$1,500 to \$2,499</i>
<i>SILVER SPONSOR:</i>	<i>\$1,000 to \$1499</i>
<i>BRONZE SPONSOR:</i>	<i>\$300 to \$999</i>

Please make your cheque payable to “The Alberta Development Officers’ Association” and forward your contribution with this form to: Alberta Development Officers’ Association

PO Box 164
Sangudo, AB T0E 2A0

CONTACT INFORMATION:

NAME: _____

COMPANY or MUNICIPALITY: _____

ADDRESS: _____

PHONE: (____) _____ - _____ CELL#: (____) _____ - _____

EMAIL: _____

Mackenzie County Library Board (MCLB)
April 7th, 2014 Board Meeting Minutes
Fort Vermilion Library
Fort Vermilion, Alberta

Present: Lisa Wardley, Wally Schroeder, Beth Kappelar, John W. Driedger,
La Dawn Dachuk, Lorraine Peters, Lucille Labrecque, Lorna Joch.

1.0 Call to Order: The meeting was called to order by Beth Kappelar at 7:07 p.m.

2.0 Approval of Agenda:

MOTION #2014-03-01 Lorraine Peters moved the approval of the agenda.

CARRIED

3.0 Approval of the Minutes:

MOTION #2014-03-02 Wally Schroeder moved the approval of the Feb 10/14 minutes as presented.

CARRIED

4.0 Review of Action Items:

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

5.0 Financial:

5.1 Financial report as of Mar. 31/2014:

- Balance brought forward: \$ 35,152.83
- Total Revenues \$ 113,018.27
- Total Expenses \$ 92,690.88
- Ending Bank Balance \$ 55,480.22

MOTION #2014-03-03 Lorraine Peters moved to accept the financial report as presented.

CARRIED

5.2 MCLB 2013 Audited Financial Statements:

- Two minor changes as to what line an expense is recorded will be made.

MOTION #2014-03-04 Lisa Wardley moved to approve the 2013 MCLB audited financial statements as revised.

CARRIED

5.3 Student Bursary:

- MCLB will pursue establishing a bursary program for students registered in a library technicians program.

6.0 Library Reports:

6.1 La Crete:

- Financials to Mar 31/14: Income of \$36 K, Expenses of \$20 K, Net Income, \$16K, Bank Balance \$100K
- Their registered charities form has been submitted.
- Their Society status has been renewed. They also renewed all their magazine subscriptions.
- Since the library has been so busy, employee hours were increased by ½ an hour on Wednesdays and Saturdays.
- They are finding it a challenge cleaning the many dirty and damaged DVDs and CDs.
- The Insignia change over is still posing FOIPP issues for student library members. Overdue notices are also not being sent out by the Insignia program. New library cards have not yet been handed out.
- More book bags for patrons will be ordered.
- Linking the La Crete library web site to MCLBs web site was discussed.
- The Senior Tea will occur June 2/14. Rustic Roots Greenhouse will again be donating flowers.
- The Salmon Grill fund raiser will be held Oct 25/14.

6.2 Fort Vermilion:

- All library fines older than 1 year old were written off.
- Using a County wide library registration form was discussed.
- Implementing Insignia continues to be a challenge.
- An internet form for adults using the internet will be developed.
- Financials to Feb 24/14: Income \$24K, Expense \$3K, Net Income \$21K, Bank Balance \$33K
- Four furnaces need to be replaced at \$2000 per furnace.
- An ATB credit card for the library with a limit of \$2000 will be applied for.
- Their AGM will be held Apr 28/14.

...2

6.3 Zama:

- 2013 financials: Revenues \$55K, Expenses \$49K, Net Income \$5K. Bank Balance \$112K
- Insignia conversion will be completed by May 1/14. New library cards will soon be issued.
- About \$8K was spent in converting to Insignia.
- All April and May library membership renewals will be entered into a draw for a Kindle Fire and other prizes. An open house will be held in May at which time old VHS movies, which were replaced by DVDs, will be sold.

6.4 High Level:

- The High Level Library is willing to cooperate with MCLB initiatives.
- Over 100 people attended their last movie night.
- They are hiring a student to work in the library this summer.

MOTION #2014-03-05 Lisa Wardley moved to accept the library reports as presented.

CARRIED

7.0 Old Business:

7.1 MCLB Web Site:

- The web site was redesigned to make it more functional and was renewed for 2 years. It was sent to the County libraries for their input.
- Insignia, Freegal, Freading and Rocket Languages can be accessed from the web site.

7.2 Mackenzie County Library Consortium (MCLC) Conversion Update:

- The conversion plan , action plan, and rollout schedule were updated.
- The size of interlibrary loan boxes was discussed.

MOTION #2014-03-06 John Driedger moved that an information bulletin be sent out to the local media to update the progress MCLC has made in converting to Insignia, Freegal, Freading, Rocket Languages and Interlibrary loans.

CARRIED

7.3 Vacant MCLB Position:

- No applications from Fort Vermilion for the MCLB position were received.
- The position will be readvertised.

8.0 New Business:

8.1 Library Service Agreements:

- The updated service agreement, which will be the same for the three County libraries, was tabled.

MOTION #2014-03-07 Lucille Labrecque moved that the revised service agreement be sent to the 3 County libraries in preparation for their signatures.

CARRIED

9.0 Correspondence:

- 9.1 Youth Write Society Canada
- 9.2 Copy of Fort Vermilion Library Insurance Renewal
- 9.3 Spring Apple Magazine Edition
- 9.4 Alberta Agriculture’s 2014 Information Catalogue

MOTION #2014-03-08 John Driedger moved to accept the correspondence for information.

CARRIED

10.0 In Camera:

- Not required

11.0 Next Meeting Date and Location: Fort Vermilion County Office, May 12/14 at 7:00 p.m.

12.0 Adjournment:

MOTION # 2014-03-09 John W. Driedger moved the meeting adjourned at 10:30 p.m.

CARRIED

These minutes were adopted this 12th day of May, 2014.

Beth Kappelar, Chair

LA CRETE RECREATION SOCIETY
REGULAR MEETING
APRIL 10, 2014

Northern Lights Recreation Centre
La Crete, Alberta

President: Abe Fehr, President
Simon Wiebe, Vice President
Darlene Bergen, Secretary-Treasurer
George Derksen, Director
John Zacharias, Director
Shawn Wieler, Director
Tracey Siemens, Director
Wendy Morris, Director
Philip Doerksen, Arena Manager
Peter F. Braun, MD Rep

Absent: George Fehr, Director

Call to Order: President Abe Fehr called the meeting to order at 6:13 p.m.

Approval of Agenda

1. Shawn Wieler moved to accept the agenda as amended.
 - 8.1 BHP Skate Shack
 - 8.2 7:00 pm Community Recreation Coalition
 - 8.3 Grants

CARRIED

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the March 13, 2014 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Will advertise for outdoor rink caretakers for next winter.

Review of Action Sheet

1. Reviewed items.

Financial Report

1. Philip double checked the minor hockey ice rent revenue with Garry and it is correct.
2. Philip will look into the older accounts receivable with Garry after Challenge Cup when the arena slows down.

3. Received more hockey revenue than anticipated. Forgot to put the \$100 raise for caretakers in the budget.
4. Peter Braun moved to accept the financial report as presented

CARRIED

Manager's Report – Philip Doerksen

1. Installed 2 more signs on the arena boards; are now full.
2. Challenge Cup is a difficult tournament to organize. Have 9 teams entered.
3. Tracey Siemens moved to accept the Manager's Report as presented.

CARRIED

New Business

8.1 BHP Skate Shack – The cost is approximately \$60,000 but expect some labour will be volunteered. Can't tie into the school water system as it is too difficult. The County will support \$30,000 therefore need to find support for the remaining \$30,000. Abe will contact Norman Buhler at the FVSD regarding a donation to the building.

8.2 7:00 pm Community Recreation Coalition – Mary Driedger and Leslie Prenoslo attended on behalf of the Community Recreation Coalition. The Recreation Director position has been approved by the Mackenzie County for the La Crete area as a 1 year pilot project with a \$55,000 budget. Discussion was held on the role and job description of the Recreation Director and about the presentation that was made to the County regarding the position. Wendy Morris will look into sitting on the Coalition committee on behalf of the Rec Board. The Rec Director will work out of the office upstairs in the arena and report directly to Philip as well as verbally report to the coalition.

8.3 Grants – Discussed possibility of the Canada Post Community Foundation grant as well and possibility of looking for a grant for the BHP skate shack.

George Doerksen moved to go in camera at 7:53 p.m.

John Zacharias moved to go out of camera at 8:01 p.m.

Explained that in the future that when complaints are made to Board members, the Board members will ask the person to resolve the issue with Philip first and if not resolved to come to the Board.

Wendy Morris moved that the meeting be adjourned at 8:05 p.m.

Next Meeting: May 15, 2014

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING
April 28, 2014 – 10:00 A.M.
Fireside Room – Heimstaed Lodge**

In Attendance: George Friesen, Chair
Jack Eccles
Wally Olorenshaw
Ellis Forest – via telephone 10:58
Wally Schroeder-Vice Chair
Peter H. Wieler
Paul Driedger
Mike Kowal
Cheryl Cunningham – Burns – via telephone 10:57

Regrets: John W Driedger

Administration: Barbara Spurgeon, Chief Administrative Officer
Evelyn Peters, Executive Assistant
Dorothy Klassen, Lodge Manager
Henry Goertzen, Housing Manager

Call to Order: Chair George Friesen called the Board meeting to order at 9:59 a.m.

Agenda: **Approval of Agenda**

14 - 44 Moved by Ellis Forest

That the agenda be approved as distributed.

Carried

Minutes: **March 12, 2014 Special Board Meeting**

14 - 45 Moved by Paul Driedger

That the March 12, 2014 special board meeting minutes be approved as distributed.

Carried

March 18, 2014 Teleconference Meeting

14 - 46

Moved by Peter Wieler

That the March 18, 2014 teleconference meeting minutes be approved as distributed.

Carried

Reports:

CAO Report

14 - 47

Moved by Mike Kowal

That the Chief Administrative Officer report be received for information.

Carried

10:17 am Wally Olorenshaw left the meeting
10:19 am Wally Olorenshaw rejoined the meeting

Financial Reports

Housing Financial Reports– March 31, 2014

14- 48

Moved by Wally Schroeder

That the March 31, 2014 Housing financial report be received for information.

Carried

Lodge Financial Reports – March 31, 2014

14 - 49

Moved by Mike Kowal

That the March 31, 2014 Lodge financial report be received for information.

Carried

Assisted Care Financial Reports – March 31, 2014

14 - 50

Moved by Paul Driedger

That the March 31, 2014 Assisted Care financial report be received for information.

Carried

Arrears Report March 31, 2014

14 - 51

Moved by Jack Eccles

That the March 31, 2014 arrears report be received for information.

Carried

11:12 am Chairman George Friesen called for recess

11:22 am Chairman George Friesen reconvened the meeting

New Business:

North Peace Tribal Council - Delegation

14 - 52

Moved by Wally Olorenshaw

That the Administration contact North Peace Tribal Council and set up a meeting.

Carried

RFP – Housing Needs Assessment

14 - 53

Moved by Wally Schroeder

That the project overview and description of work for the regional housing needs assessment be received as information.

Carried

Employee Benefits Pension Plan

14 - 54 Moved by Peter Wieler

That Administration be directed to explore and bring back information to the board on pension plans for consideration.

Carried

2014 Client Surveys

14 - 55 Moved by Jack Eccles

That a copy of the 2014 Client Survey results be received for information.

Carried

Board attendance at various events

14 - 56 Moved by Wally Schroeder

That Administration be directed to draft a policy on Board attendance at approved Board functions.

Carried

11:56 am Jack Eccles left the meeting

Capital Requisitions

14 - 57 Moved by Wally Schroeder

That correspondence to the regional municipalities requesting an additional capital requisition of \$500,000.00 annually be received as information.

Carried

Accommodation Standards Licensing

14 - 58

Moved by Mike Kowal

That a copy of the Accommodation Standards License for the Heimstaed Seniors Lodge be received as information.

Carried

Food Safety Inspection Report

14 - 59

Moved by Paul Driedger

That the food safety inspection reports for 2014 be received for information.

Carried

Land Use Bylaw Amendment

14 - 60

Moved by Mike Kowal

That the Notice of Application for Land Use Bylaw Amendment be received as information.

Carried

Senior's Income – April 1, 2014

14 - 61

Moved by Paul Driedger

That the April 1, 2014 seniors' income amounts be received as information

Carried

Information:

14 - 62

Moved by Paul Driedger

That the following be accepted for information.

- Bank reconciliation for March 2014
- High Level Town Council Notes
- High Level Echo Report
- High Level Housing Authority

Carried

In Camera:

Legal / Land / or Labor

14 - 63

Moved by Wally Olorenshaw

That the meeting move to in camera at 12:02 pm.

Carried

14 - 64

Moved by Paul Driedger

That meeting move out of in camera at 12:05 pm

Carried

Next Meeting Date:

Regular Board Meeting – May 26, 2014 at 10:00 am
Fireside Room – Phase I Heimstaed Lodge

Adjournment:

14 - 65


Moved by Peter Wieler

That the board meeting of, April 28, 2014 be adjourned at
12:07 pm.

Carried

George Friesen, Chair

Evelyn Peters
Executive Assistant



**2014 Tax Year
Linear Property Assessment
Overview**

**Mackenzie County
May 2014**



Agenda

- Legislated Process
- Responsibilities of the Linear Property Assessment unit
- 2014 Timeline
- Property Types
- Overview 2014 Tax Year
 - Associated 2014 Tax Year Assessments
- Mackenzie County Property Statistics
- Questions

Alberta

Legislated Process

Responsibilities are identified in the Municipal Government Act (MGA):

- ▶ Part 9 – Assessment
- ▶ Part 10 – Taxation
- ▶ Part 12 – Municipal Government Board

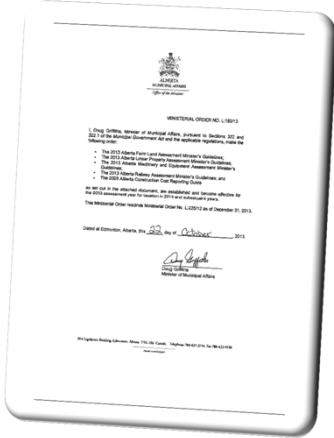
and the attending regulations, Minister’s Guidelines

Alberta

What are Minister’s Guidelines?

Regulations used to prepare assessments

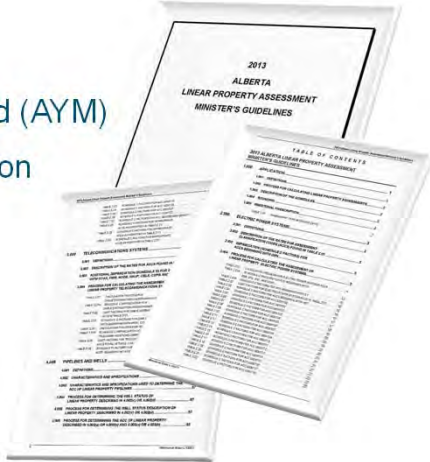
- ▶ Linear property
- ▶ Some railway property
- ▶ Machinery and equipment
- ▶ Farmland



Alberta

Minister's Guidelines Contents


- › Procedures to follow
- › Rates to be used
- › Formulas
- › Factors to be applied (AYM)
- › Allowable depreciation



Alberta


Linear Property Assessment Unit Responsibilities

- › Linear property assessment roll
- › Linear property assessment notice
- › Well drilling activity report for municipalities (WDET)

Alberta 

Linear Property Assessment Unit Responsibilities

- ▶ Respond to the linear property assessment inquiries, complaints, and appeals
- ▶ Ensure all stakeholders have access to information
- ▶ Provide opportunities to discuss how the linear assessment is prepared
- ▶ Work with stakeholders

Alberta 

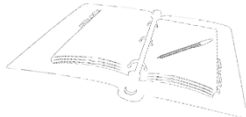
2014 Tax Year Linear Property Assessment

Assessment Notices Mailed
Friday January 31, 2014

Complaint File by Date
April 1, 2014 – there were no complaints

Amended Assessment Notices Mailed
Wednesday April 16, 2014

Complaint File by Date
Sunday June 15, 2014






2014 Tax Year Linear Property Assessment

2014 Tax Year Complaints

Final date for complaint was April 1, 2014

There are no linear property assessment complaints for the 2014 tax year



Linear Property Types

- › Pipeline (PL)
- › Wells (WL)
- › Gas Distribution Pipeline (GDP)
- › Telecommunication (TEL)
- › Cable Distribution Undertakings (CBL)
- › Electric Power Systems (ELE)
- › Electric Power Generation (EPG)

Alberta

Pipeline

Steel Dia. mm (ACC PL120)	Schedule A (rounded)	Schedule B	Schedule C	Schedule D	Total Value per km
33.4 (1")	29,170	1.147	0.67	1.000	\$ 22,417
60.3 (2")	39,821	1.147	0.67	1.000	\$ 30,602
88.9 (3")	52,077	1.147	0.67	1.000	\$ 40,020
114.3 (4")	63,767	1.147	0.67	1.000	\$ 49,004
168.3 (6")	91,138	1.147	0.67	1.000	\$ 70,038
219.1 (8")	120,013	1.147	0.67	1.000	\$ 92,229
323.9 (12")	189,161	1.147	0.67	1.000	\$ 145,368
508 (20")	341,867	1.147	0.67	1.000	\$ 262,722
610 (24")	443,612	1.147	0.67	1.000	\$ 340,912
914 (36")	819,340	1.147	0.67	1.000	\$ 629,654
1067 (42")	1,049,504	1.147	0.67	1.000	\$ 806,533

Formula for Schedule A is: $0.5873 OD^2 + 340.9 \times OD + 17,129$
 where OD = outside diameter in millimetres

Alberta

Pipeline

- › Information about pipelines and their ownership is directly from the AER (regulated process)
- › Data received from the AER on a monthly basis
- › NEB pipeline and Request for information (RFI)
- › Our unit uses a Geographical Information System (GIS) to determine municipality
- › Pipelines are assessed on the following information:
 - › Outside diameter of the pipe
 - › Length of pipeline
 - › Maximum operating pressure
 - › Pipeline material
 - › Pipe Status Operational or Discontinued

Alberta ■

Wells

- › Information about wells and their ownership is directly from the AER (regulated process)
- › Monthly data are received from the AER
- › Our unit uses Geographical Information System (GIS) to determine residing municipality
- › Wells are assessed on the following information:
 - › Well status (drilled and cased, crude oil, gas, water)
 - › The number of zones the well is capable of producing from
 - › The full length of the pipe in the hole
 - › Type and amount of production from the zone or zones
 - › Whether the well is commingled or not

Alberta ■

Gas Distribution

- › Gas Distribution Pipeline (GDP)
- › Data are received from both the AER and from the gas cooperatives
- › Much of the GDP in rural municipalities is exempt from assessment
- › The pipeline portion is assessed using the same characteristics and specifications as other types of pipeline
- › The number of meter sets are also requested from the cooperative and may be assessed

Alberta ■

Telecommunications

Telecommunications (TEL) information is self reported by the company. We request:



- Number and types of switches
- Length of the copper wire
- Length of fibre optic cable
- Number of drops (customers) and
- POP (Point of Presence) sites
- Number and location of receiving towers
- Cellular equipment

Alberta ■

Cable Distribution

Cable Distribution Undertakings (CBL) information is reported by the company. We request:



- Headend equipment
- Number of channels
- Length of the above ground or underground cable
- Length of fibre optic cable
- Number of hookups (customers)



Electric Power Systems

Electric Power Systems (ELE) information is reported by the company. We request:

- ▶ All substation costs
- ▶ Length, voltage and size of conduit of the transmission lines
- ▶ Whether the lines are above or below ground
- ▶ Number of meter sets (voltage use) by customer
- ▶ Type of tower / pole structure



Electric Power Generation

Electric Power Generation (EPG) information is reported by the company. We request:

- ▶ Power generation all project costs and project descriptions

Alberta

Request for Information

- A request for information (RFI) is sent annually to linear property owners requesting a confirmation or adjustments to their property information on record
- The RFI is not sent to companies that have an independent third party source of information for verification, for example: wells licensed by the Alberta Energy Regulator(AER) do not receive an RFI

Alberta

Information Source for Major Projects

Inventory of Major Projects

The Inventory of Major Projects (IMP) is produced by Alberta Innovation and Advanced Education to assist firms in identifying potential supply opportunities, as well as informing Albertans on the status of projects in the province valued at \$5 million or greater.

For real-time IMP updates, please follow our [Twitter account](#).

[Sector Summary Report](#) [Status Summary Report](#) [Archived Tables](#)

Project Map

SECTOR PROJECTS

<input type="checkbox"/> Agriculture and Related	<input type="checkbox"/> Mining
<input type="checkbox"/> Chemicals	<input type="checkbox"/> Oil and Gas
<input type="checkbox"/> Chemicals and Petrochemicals	<input type="checkbox"/> Oil Sands
<input type="checkbox"/> Commercial - Retail	<input type="checkbox"/> Other Industrial
<input type="checkbox"/> Commercial - Public and Residential	<input type="checkbox"/> Pipelines
<input type="checkbox"/> Energy and Related	<input type="checkbox"/> Power
<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Residential
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Transportation
<input type="checkbox"/> Non-Manufacturing	<input type="checkbox"/> Transportation
<input type="checkbox"/> Non-Manufacturing	<input type="checkbox"/> Tourism/Recreation

Leaving all unchecked shows all projects.

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<input type="checkbox"/> Non-Manufacturing	<input type="checkbox"/> Transportation
<input type="checkbox"/> Non-Manufacturing	<input type="checkbox"/> Tourism/Recreation

Leaving all unchecked shows all projects.

<http://www.albertacanada.com/business/statistics/inventory-of-major-projects.aspx>

Alberta

Information Source for Major Projects

Results - 1 record found - \$170 Million. [More Data](#) [Export CSV](#)

Project	Sector	Company	Municipality	REIR	Cost (\$M)	Schedule
Biomass Power Generation, La Crete	Power	Mustus Energy	Mackenzie County	Mackenzie	\$170.0	2012-2014


<http://www.albertacanada.com/business/statistics/inventory-of-major-projects.aspx>

Alberta

Mackenzie County Linear Property Facts


Within the Mackenzie County...

- There are 12,443 kms of pipeline assessed at over \$743 million
- The outside diameter of the pipelines range from 1 inch to 48 inches
- 95% of the pipelines are between 2 inches and 6 inches in diameter
- 41% of the pipelines carry natural gas, 31% carry oil well effluent, and 19% carry sour gas
- The longest single line is owned by NOVA Gas Transmission and is over 75kms

Alberta  **Mackenzie County
Linear Property Facts**

Within the Mackenzie County...

- There are 4,471 assessed wells with a total assessed value of over \$249 million
- The average depth of a well is 881m and the deepest assessed well is 3,950m
- The average assessment (on 100% producing wells) is \$190,774
- The highest assessment for a well is \$566,350

Alberta  **Mackenzie County
Linear Property Facts**


Within the Mackenzie County...

For the 2014 tax year, assessed wells produced:

- 1,803,496 Tm³ of gas

and

- 770,065 m³ of oil
(over 4.8 million barrels of oil)


Alberta 

Mackenzie County Linear Property Facts

Within the Mackenzie County...

There is approximately:

- ▶ 557 km of electric transmission and distribution lines with an approximate value of \$30.8 million
- ▶ 6 electric power substations with an approximate assessment value of \$85.9 million
- ▶ 9 electric power generating units with an approximate assessment value of \$54 million
- ▶ 728 single pole street lights with an approximate value of \$1.5 million

Alberta 

Mackenzie County Linear Property Facts

Within the Mackenzie County...

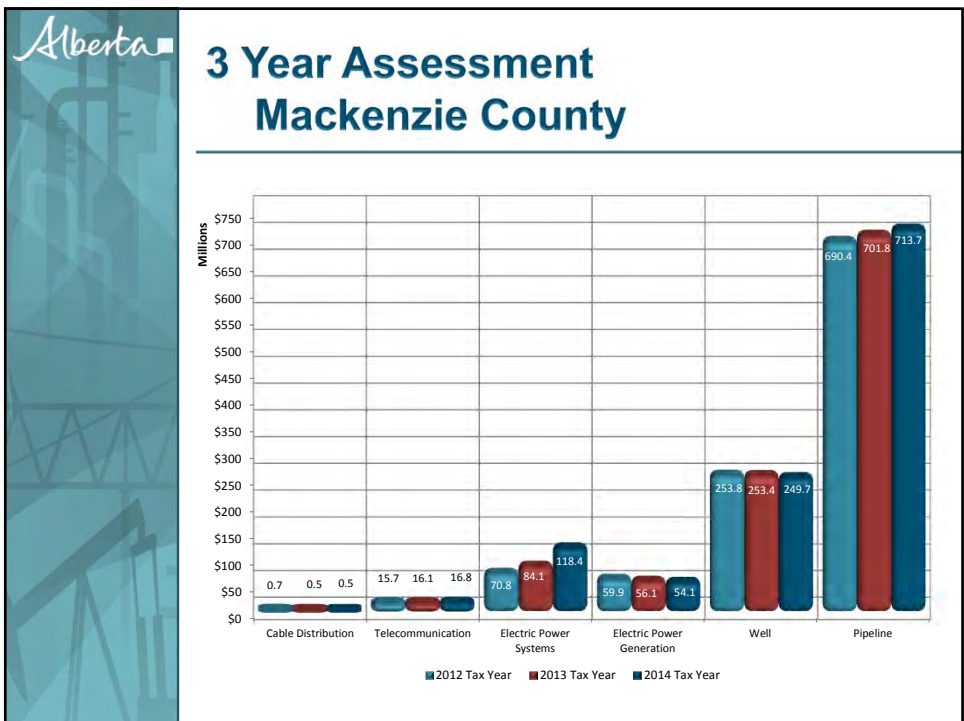
- ▶ There are approximately 1,500 km of copper wire with an approximate assessment value of \$2.7 million
- ▶ There are approximately 442 km of fibre optic cable with an approximate assessment value of \$1.7 million
- ▶ There are 37 cellular towers and 19 cellular equipment sites that meet the definition of linear property, with an approximate assessment value of \$5.6 million

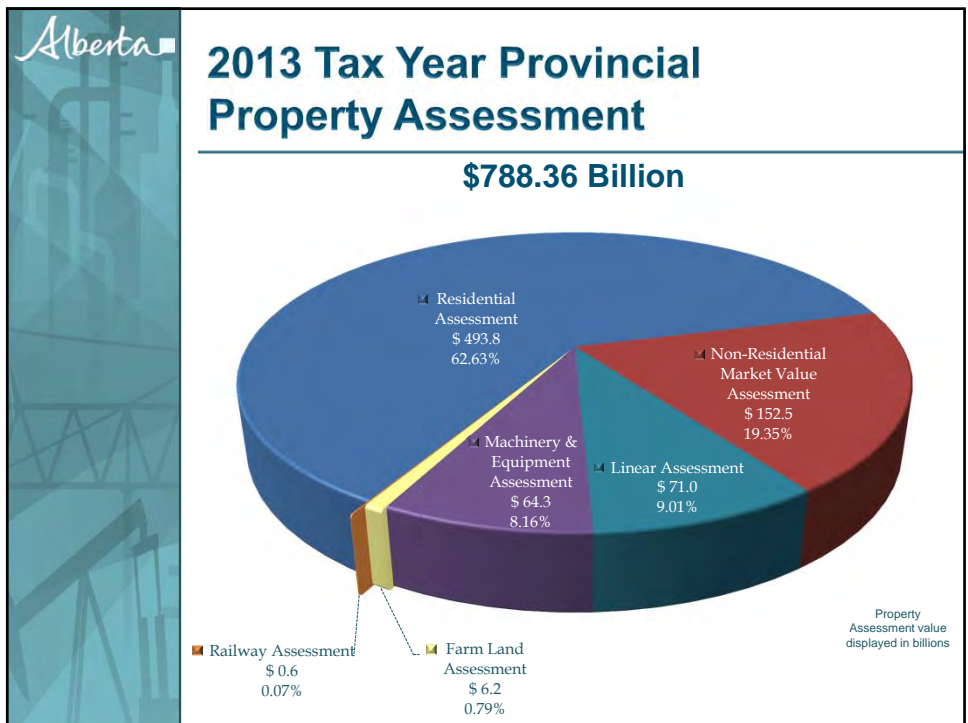
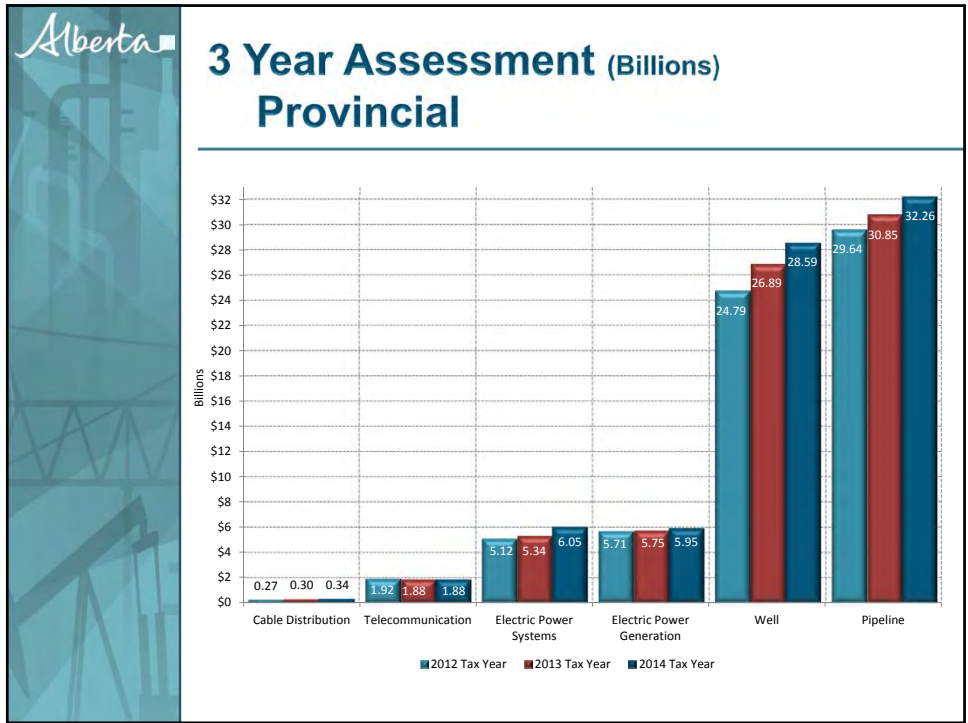
Alberta

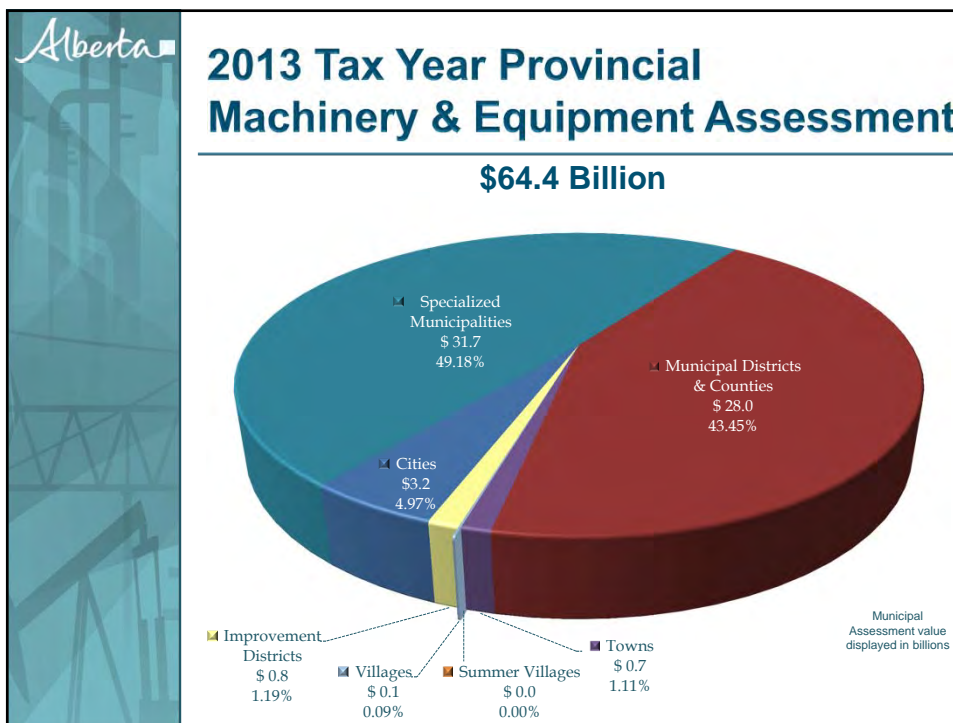
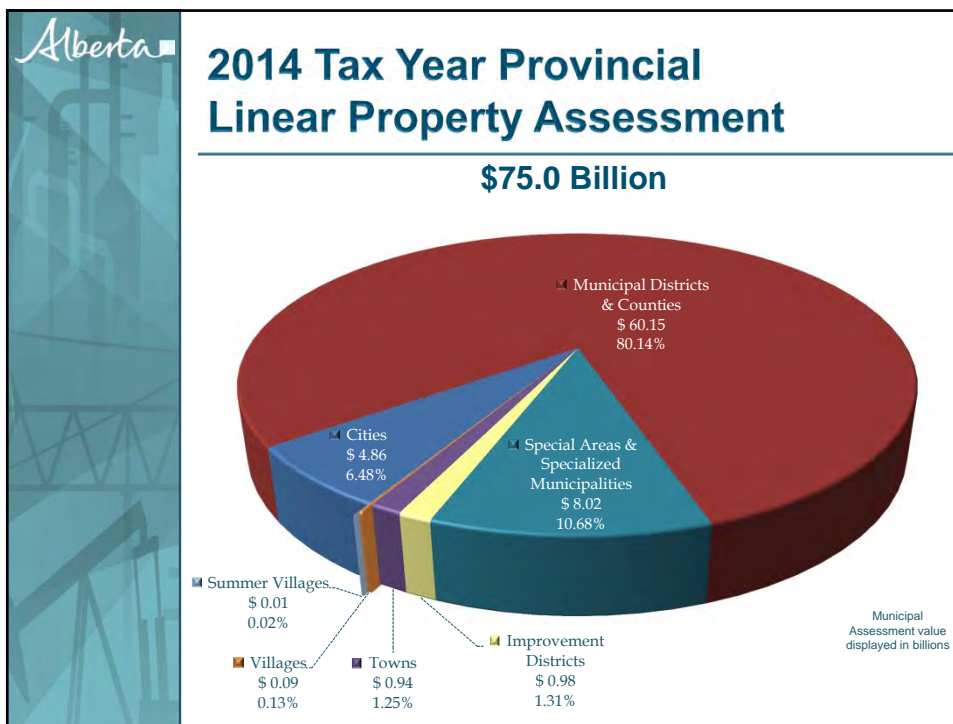
What happened to the assessment this year?


Assessment Year Modifiers increased for most property types due to:

- Construction costs increasing
- Reflected as of July 1, 2013
- Known in October 2013
 - Requested feedback from municipalities and industry










2014 Mackenzie County Change Report

Property Type	% Change Overall	% Change Growth	% Change Inflation	% Change Policy
Cable Distribution	6.85	0.00	6.85	0.00
Telecommunications	4.14	2.28	1.87	0.00
Electric Power Systems	40.78	40.94	-0.16	0.00
Electric Power Generation	-3.47	0.00	-3.47	0.00
Wells	-1.48	-4.84	3.36	0.00
Pipelines	1.70	-0.78	2.47	0.00
Overall change	3.71	1.54	2.17	0.00



Growth – Inflation – Policy Change Report

Included with the Assessment Notices that were sent on January 31, 2014

- Why is it important?
- What does it show us?

Report Date: 28-Jan-2014

Alberta Municipal Affairs
Alberta Linear Property Assessment System
2014 Tax Year Change Report

Municipal Taxable Linear Property Assessment
Tax Jurisdiction No. 02: 000 Mackenzie County

Property Type	2012 AF Linear Assessment	2013 AF Linear Assessment	Change In Assessment	Change		Change Over To Policy	Overall % Change	% Change Over To Growth	% Change Over To Inflation	% Change Over To Policy
				Due To Growth	Due To Inflation					
CEL	81,012,010	84,860,000	3,847,990	0	3,847,990	0	4.75	0.00	4.75	0.00
ELE	84,107,430	118,402,710	34,295,280	34,432,010	-136,730	0	40.78	40.94	-0.16	0.00
EPS	28,268,620	24,128,960	-4,139,660	-1,847,820	-2,291,840	0	-14.64	0.00	-14.64	0.00
PL	701,892,880	713,712,810	11,819,930	-5,458,630	17,278,560	0	1.70	-0.78	2.47	0.00
TELE	25,124,200	26,822,840	1,698,640	307,260	1,391,380	0	6.76	2.28	4.48	0.00
WELLS	213,447,460	240,700,170	27,252,710	-13,258,890	40,511,600	0	-1.48	-4.84	3.36	0.00
Total	1,123,800,000	1,183,203,680	59,403,680	17,074,280	42,329,400	0	5.27	1.54	3.73	0.00

Property Type	2012 AF Linear Assessment	2013 AF Linear Assessment	Change In Assessment	Change		Change Over To Policy	Overall % Change	% Change Over To Growth	% Change Over To Inflation	% Change Over To Policy
				Due To Growth	Due To Inflation					
CEL	20,106,170	20,627,130	520,960	0	520,960	0	2.64	0.00	2.64	0.00
ELE	5,210,540	6,545,222,220	700,171,770	689,243,630	10,928,140	0	13.21	12.90	0.31	0.00
EPS	5,210,260	5,265,762,750	100,502,490	100,502,490	0	0	1.93	1.93	0.00	0.00
PL	30,844,294,420	32,287,008,380	1,442,713,960	611,474,020	791,239,940	0	4.67	1.98	2.69	0.00
TELE	1,873,718,200	1,883,887,810	10,169,610	10,169,610	0	0	0.54	0.54	0.00	0.00
WELLS	20,827,437,960	20,560,581,700	-266,856,260	-1,066,127,150	799,270,890	0	-1.28	-2.38	1.10	0.00
Provincial Total	71,484,434,000	70,869,762,800	-614,671,200	-2,346,143,800	1,521,572,600	0	-0.86	-3.28	2.42	0.00

Legend
 CEL - Cable Distribution Underlying
 ELE - Electric Power
 EPS - Electric Power Generation
 PL - Pipelines (includes Gas Distribution)
 TELE - Telecommunications Carrier
 WELLS - Wells

Growth – Inflation – Policy Change Report

Growth:

- New Inventory
- Pipelines and wells abandoned
- Changes in the inventory
- Well Production Volume
- Pipelines that are discontinued

Municipal Taxable Linear Property Assessment													
Tax Jurisdiction MA ID: 481 Municipal District of Greenview No. 10													
Property Type	Count	2013 AT Assessment	2013 AT Linear Assessment	2014 AT Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall	% Change Growth	% Change Inflation	% Change Policy	% Change Overall
CEL	1	179,830	182,100	12,330	0	12,330	0	0	0	6.85	0.00	0.00	6.85
ELI	488	141,584,710	143,084,200	2,450,430	1,412,870	938,760	0	1,732	1.07	0.66	0.00	0.00	1.73
EPD	18	103,965,800	103,967,870	-65,780	8,700	64,480	0	-65,780	0.01	0.01	0.00	0.00	0.02
FL	14,148	2,013,228,810	2,013,228,810	0	70,264,810	53,021,260	0	17,243,550	3.52	2.63	0.00	0.00	6.15
TEL	80	13,208,900	13,487,880	277,980	10,770	247,190	0	1,985	0.08	1.87	0.00	0.00	1.95
TL	8,700	3,268,103,000	3,268,103,000	0	168,817,280	168,817,280	0	0	5.17	5.17	0.00	0.00	10.34
Total	22,873	4,881,463,200	4,944,463,200	250,070,100	258,714,070	128,519,530	0	844	5.27	2.77	0.00	0.00	8.04

Provincial Taxable Linear Property Assessment													
Property Type	Count	2013 AT Assessment	2013 AT Linear Assessment	2014 AT Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall	% Change Growth	% Change Inflation	% Change Policy	% Change Overall
CEL	303,088,170	335,627,100	30,528,980	15,122,000	20,406,980	0	11,84	0.04	0.00	0.00	0.00	0.00	0.04
ELI	5,202,948,400	5,202,222,200	705,076,710	699,841,200	61,524,020	0	12,211	1.16	0.23	0.00	0.00	0.00	1.39
EPD	5,732,285,740	5,693,562,700	188,322,510	242,028,110	43,665,100	0	3,405	4.21	0.76	0.00	0.00	0.00	5.00
FL	30,848,264,420	32,207,008,800	1,418,744,380	811,474,260	790,270,240	0	-4,87	1.86	2.89	0.00	0.00	0.00	4.75
TEL	1,875,718,280	1,884,887,810	9,161,530	-29,854,220	-34,805,880	0	648	-1.38	1.89	0.00	0.00	0.00	0.51
TL	20,872,427,800	20,905,908,000	1,963,487,100	774,105,100	-564,515,000	0	-332	3.70	-2.72	0.00	0.00	0.00	0.98
Provincial Total	71,881,424,800	70,889,762,800	4,688,274,800	3,208,143,300	1,732,126,110	0	672	2.39	2.44	0.00	0.00	0.00	4.83

Growth – Inflation – Policy Change Report

Inflation:

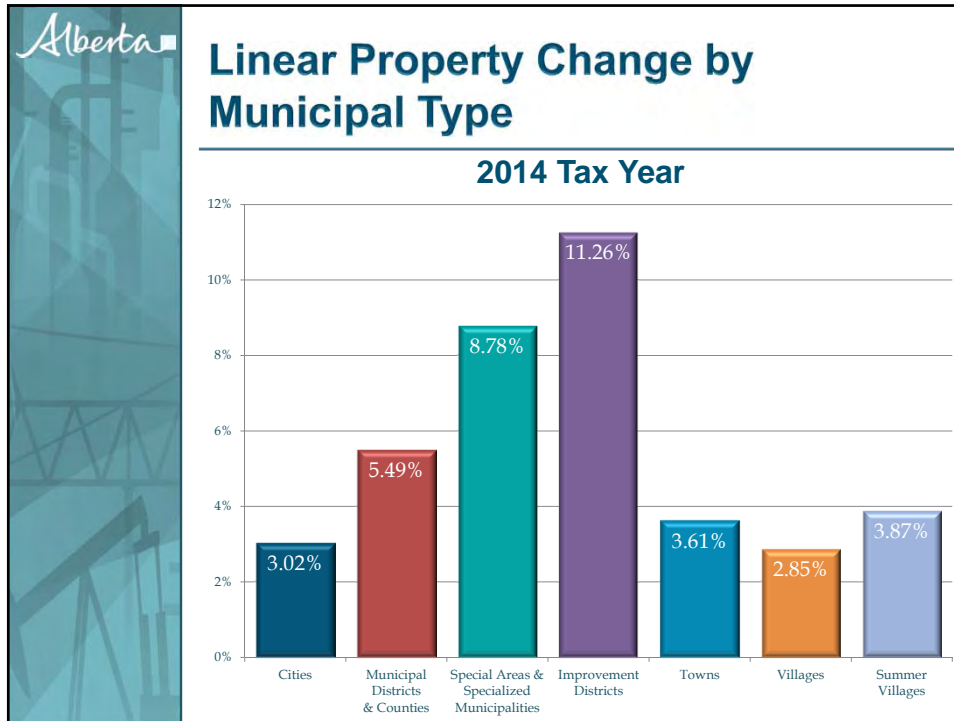
- AYM – Assessment Year Modifiers

Policy:

- Change in government policy
- Changes in Rates

Municipal Taxable Linear Property Assessment													
Tax Jurisdiction MA ID: 481 Municipal District of Greenview No. 10													
Property Type	Count	2013 AT Assessment	2013 AT Linear Assessment	2014 AT Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall	% Change Growth	% Change Inflation	% Change Policy	% Change Overall
CEL	1	179,830	182,100	12,330	0	12,330	0	0	0	6.85	0.00	0.00	6.85
ELI	488	141,584,710	143,084,200	2,450,430	1,412,870	938,760	0	1,732	1.07	0.66	0.00	0.00	1.73
EPD	18	103,965,800	103,967,870	-65,780	8,700	64,480	0	-65,780	0.01	0.01	0.00	0.00	0.02
FL	14,148	2,013,228,810	2,013,228,810	0	70,264,810	53,021,260	0	17,243,550	3.52	2.63	0.00	0.00	6.15
TEL	80	13,208,900	13,487,880	277,980	10,770	247,190	0	1,985	0.08	1.87	0.00	0.00	1.95
TL	8,700	3,268,103,000	3,268,103,000	0	168,817,280	168,817,280	0	0	5.17	5.17	0.00	0.00	10.34
Total	22,873	4,881,463,200	4,944,463,200	250,070,100	258,714,070	128,519,530	0	844	5.27	2.77	0.00	0.00	8.04

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CEL	303,088,170	335,627,100	30,528,980	15,122,000	20,406,980	0	11,84	0.04	0.00	0.00	0.00	0.00	0.04
ELI	5,202,948,400	5,202,222,200	705,076,710	699,841,200	61,524,020	0	12,211	1.16	0.23	0.00	0.00	0.00	1.39
EPD	5,732,285,740	5,693,562,700	188,322,510	242,028,110	43,665,100	0	3,405	4.21	0.76	0.00	0.00	0.00	5.00
FL	30,848,264,420	32,207,008,800	1,418,744,380	811,474,260	790,270,240	0	-4,87	1.86	2.89	0.00	0.00	0.00	4.75
TEL	1,875,718,280	1,884,887,810	9,161,530	-29,854,220	-34,805,880	0	648	-1.38	1.89	0.00	0.00	0.00	0.51
TL	20,872,427,800	20,905,908,000	1,963,487,100	774,105,100	-564,515,000	0	-332	3.70	-2.72	0.00	0.00	0.00	0.98
Provincial Total	71,881,424,800	70,889,762,800	4,688,274,800	3,208,143,300	1,732,126,110	0	672	2.39	2.44	0.00	0.00	0.00	4.83



Provincial Well Drilling Activity


Well drilling activity reports are provided to municipalities when a drill completion date was recorded at the Alberta Energy Regulator (AER) for wells drilled within the municipal boundary in order to support the Well Drilling Equipment Tax Regulation.



(no amdt)

ALBERTA REGULATION 233/2013
Municipal Government Act
WELL DRILLING EQUIPMENT TAX RATE
(2014) REGULATION

Calculation of tax for 2014
1 The tax under Division 6 of Part 10 of the Municipal Government Act must be calculated in 2014 as follows:

- (a) if the depth of the well is 900 metres or less, \$0.44 per metre of depth, with the minimum tax being \$290;
- (b) if the depth of the well is more than 900 metres but not more than 1 500 metres, \$435 plus \$0.87 for each metre of depth exceeding 900;
- (c) if the depth of the well is more than 1 500 metres but not more than 1 800 metres, \$957 plus \$1.02 for each metre of depth exceeding 1 500;
- (d) if the depth of the well is more than 1 800 metres but not more than 2 400 metres, \$1 450 plus \$2.18 for each metre of depth exceeding 1 800;
- (e) if the depth of the well is more than 2 400 metres but not more than 3 000 metres, \$2 900 plus \$5.22 for each metre of depth exceeding 2 400;
- (f) if the depth of the well is more than 3 000 metres but not more than 3 600 metres, \$6 382 plus \$8.27 for each metre of depth exceeding 3 000;
- (g) if the depth of the well is more than 3 600 metres but not more than 4 200 metres, \$11 893 plus \$17.40 for each metre of depth exceeding 3 600;
- (h) if the depth of the well is more than 4 200 metres but not more than 4 800 metres, \$23 496 plus \$21.76 for each metre of depth exceeding 4 200;
- (i) if the depth of the well is more than 4 800 metres, \$38 000 plus \$26.11 for each metre of depth exceeding 4 800.

 <h2 style="margin: 0;">Linear Property Assessment Team Contacts</h2>		
Chris Risling	780-422-8414	Director
David Imrie	780-427-1688	Manager, Utilities Operations
Michael Tautchin	780-644-8933	Operations Manager
Electric Power Systems		
Michael Georgeson	403-754-6203	Linear Advisor (Red Deer)
Brenda Therrien	780-422-8357	Linear Advisor
Aaron Slotsve	780-644-7507	Linear Advisor
Telecommunication Systems		
David Imrie	780-427-1688	Manager, Utilities Operations
Well and Pipeline		
Shanna McConnell	780-427-3969	Linear Advisor
Mike Minard	780-643-6381	Linear Advisor
Technical Staff		
Maureen Maddock	780-644-7824	Assessment Technician
Gail Reykdal	780-422-8302	Assessment Technician
Claire Pemberton-Pigott	780-422-8887	Assessment Technician
Anita Sjouwerman	780-427-2725	Assessment Technician
Kathy Zupcic	780-422-8399	Assistant to the Director

	
<h2 style="margin: 0;">QUESTIONS</h2>	
	

Tri-County Meeting
Mackenzie County, Northern Sunrise County,
and Municipal District of Opportunity

Hosted by Northern Sunrise County

Thursday, June 26, 2014

11:00 a.m.

Mamowintowin Hall, Cadotte Lake

AGENDA

1. Call to Order
2. Election of Chair
3. Introductions
4. Adoption of Agenda- Additions or Deletions
5. Review of Draft Minutes of January 16, 2014 Tri-County Meeting in Zama City
6. Review of Action Items as of January 16, 2014 Meeting
7. Unfinished Business
 - (a) Tri-County Committee Terms of Reference
 - (b) Landfill information
 - Mackenzie County
 - Northern Sunrise County
 - Municipal District of Opportunity
 - (c) Kilometre Markings on Highway 88
 - (d) Land Use Framework Update & Species at Risk Act (SARA)
 - (e) Communication Upgrade (Cell Service Coverage)
8. New Business
 - (a)
9. Correspondence
10. Next Meeting- to be hosted by the Municipal District of Opportunity
11. Adjournment

From: municipalservicesbranch@gov.ab.ca
To: [Joulia Whittleton](#)
Subject: Municipal Affairs Update
Date: Monday, June 02, 2014 10:36:16 AM
Attachments: [MAG Attachment.pdf](#)
[MSL Attachment.pdf](#)

All Municipal CAOs and Municipal Associations

It has been a few weeks now since I became the Deputy Minister of Municipal Affairs and I wanted to take this opportunity to introduce myself and highlight a number of other important changes in the ministry.

The Honourable Greg Weadick, MLA for Lethbridge West, was sworn in as Minister of Municipal Affairs on May 15, 2014. Minister Weadick is very familiar with municipal issues, having served as a councillor in the City of Lethbridge from 1991 to 2000, as Associate Minister for Municipal Affairs from May 2012 to June 2013, as Associate Minister for Recovery and Reconstruction, Southeast Alberta from June 2013 until April 2014, and as Acting Minister of Municipal Affairs just before his appointment as Minister.

To let you know some of my background, I spent the last 10 months as Chief Assistant Deputy Minister for the Southern Alberta Flood Recovery Task Force. I joined the Alberta Government in April 2012 as ADM of Regional Services in Alberta Transportation, after retiring as a Brigadier General from the Canadian Forces that same year. I look forward to meeting with many municipal stakeholders over the coming months to strengthen relationships and enhance understanding. My Chief of Staff is Ronda Goulden. Feel free to contact her as needed, either by email at Ronda.Goulden@gov.ab.ca or by phone at 780-415-0584.

The structure of the ministry also recently changed. The Local Government Services Division has recently split into two new divisions: the Municipal Assessment and Grants Division, and the Municipal Services and Legislation division. The former LGS division had grown significantly in its mandate over the past several years, as a result of several new, high priority items being added to the scope of the division. Some of these include the impact of the Results-Based Budgeting (RBB), the recovery efforts related to the Lesser Slave Lake wildfires and the Southern Alberta floods, comprehensive reviews of the major legislation and supporting regulations including a review of the *Municipal Government Act* and its regulations, and the development and implementation of the Municipal Sustainability Strategy. These new initiatives have placed substantial strain on the ministry's capacity, and as a result we have reorganized in an effort to better position ourselves to support the municipal sector.

Attached to this email you will find basic functional organizational charts which outline the key responsibilities of each of the new divisions, as well as key contacts within each area. As well, following is a summary of the key elements of the new structure:

Municipal Assessment and Grants Division

Michael Merritt will serve as Assistant Deputy Minister for the MAG division, which includes the Grants and Education Property Tax Branch, and the Assessment

Services Branch. This new division will be responsible for fiscal components such as municipal grants; the property assessment system and Education Property Tax components that will ensure a coordinated approach to municipal fiscal sustainability. Municipal Affairs is responsible for the annual education property tax requisition from municipalities, generating over \$2.1 billion in stable and predictable revenue for Alberta's K-12 school system.

Resourcing this, together with the ministry's flagship program, the Municipal Sustainability Initiative, along with the aforementioned RBB grant changes, which contributes nearly \$1.5 billion each year to assist municipalities in achieving long-term sustainability will continue to promote a coordinated, integrated and accountable approach to municipal financial sustainability.

In addition, this division will be responsible for the overall assessment and municipal taxation framework of the province's municipalities which contributes over \$4.2 billion dollars in revenues to Alberta municipalities.

Municipal Services and Legislation Division

Gary Sandberg has recently been appointed as Assistant Deputy Minister for the MSL division, which includes the Municipal Services Branch, and the Major Legislative Projects and Strategic Projects Branch. This new division will be responsible for implementing the Municipal Sustainability Strategy, with a focus on supporting municipalities in providing sustainable, accountable and transparent local government, and in ensuring that the appropriate legislative framework is in place to allow municipalities to best serve their residents. The division will continue to provide advisory, training, mediation and other capacity building supports for municipalities; will continue to partner with municipalities and/or other ministries on major provincial initiatives affecting municipalities (e.g., the Land-use Framework) and will lead the reviews of the complex legislation, which enables effective municipal governance across Alberta including a full review of the *Municipal Government Act*, and its over 100 different regulations.

Municipal recovery efforts will also continue for the foreseeable future, and will be an important part of this new division's responsibilities. The Chairman of the Special Areas Board will also report to this ADM.

These changes have been made in order to continue to support the positive working relationship that the ministry has with municipalities in the Province of Alberta, and we look forward to continuing to work with you in the future. If you have any questions about the new structure or about who to talk to in order to access desired support, please don't hesitate to contact us.

Sincerely

Andre Corbould
Deputy Minister
Municipal Affairs

Attachments

Contact Information

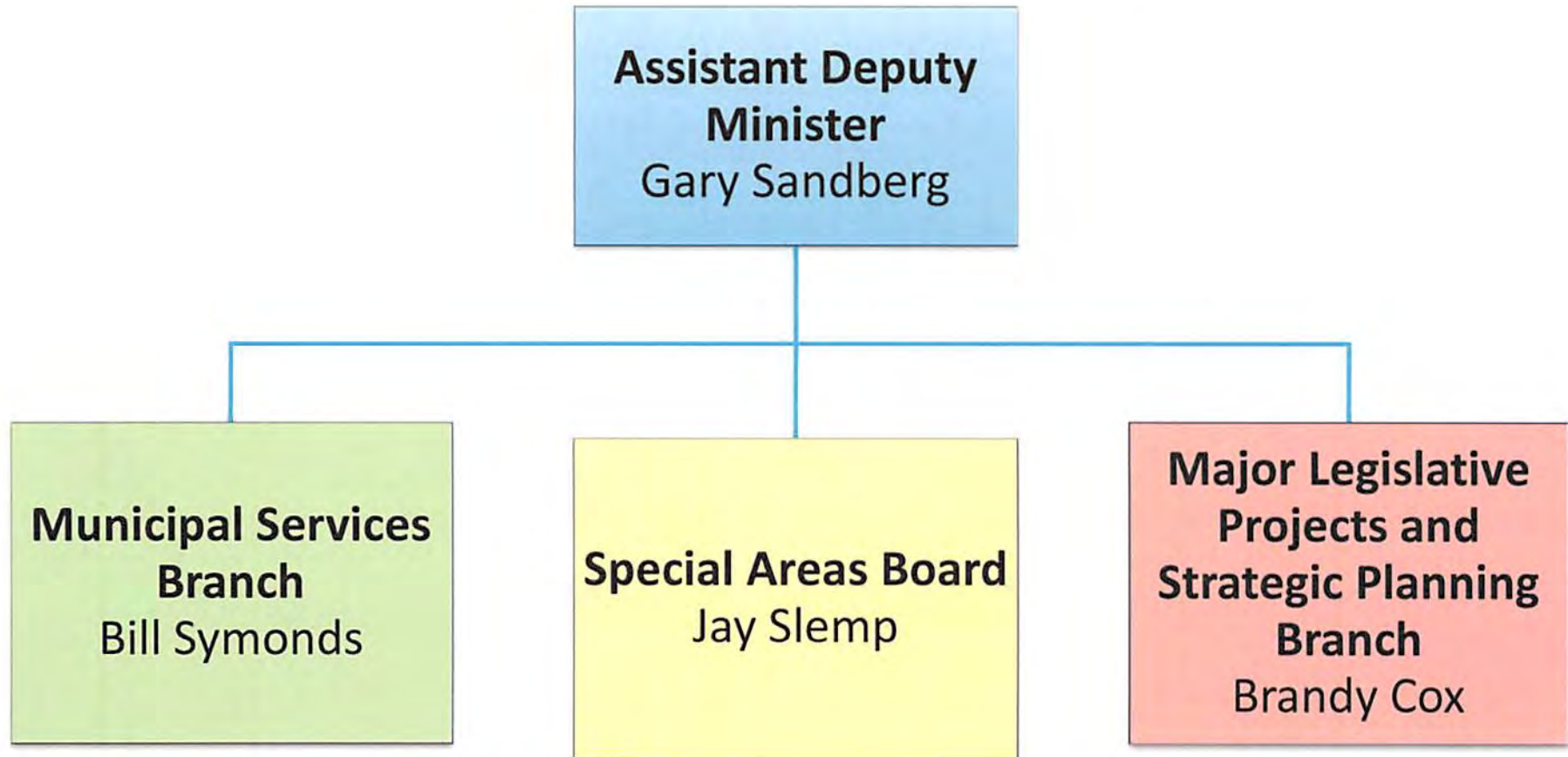
Andre Corbould

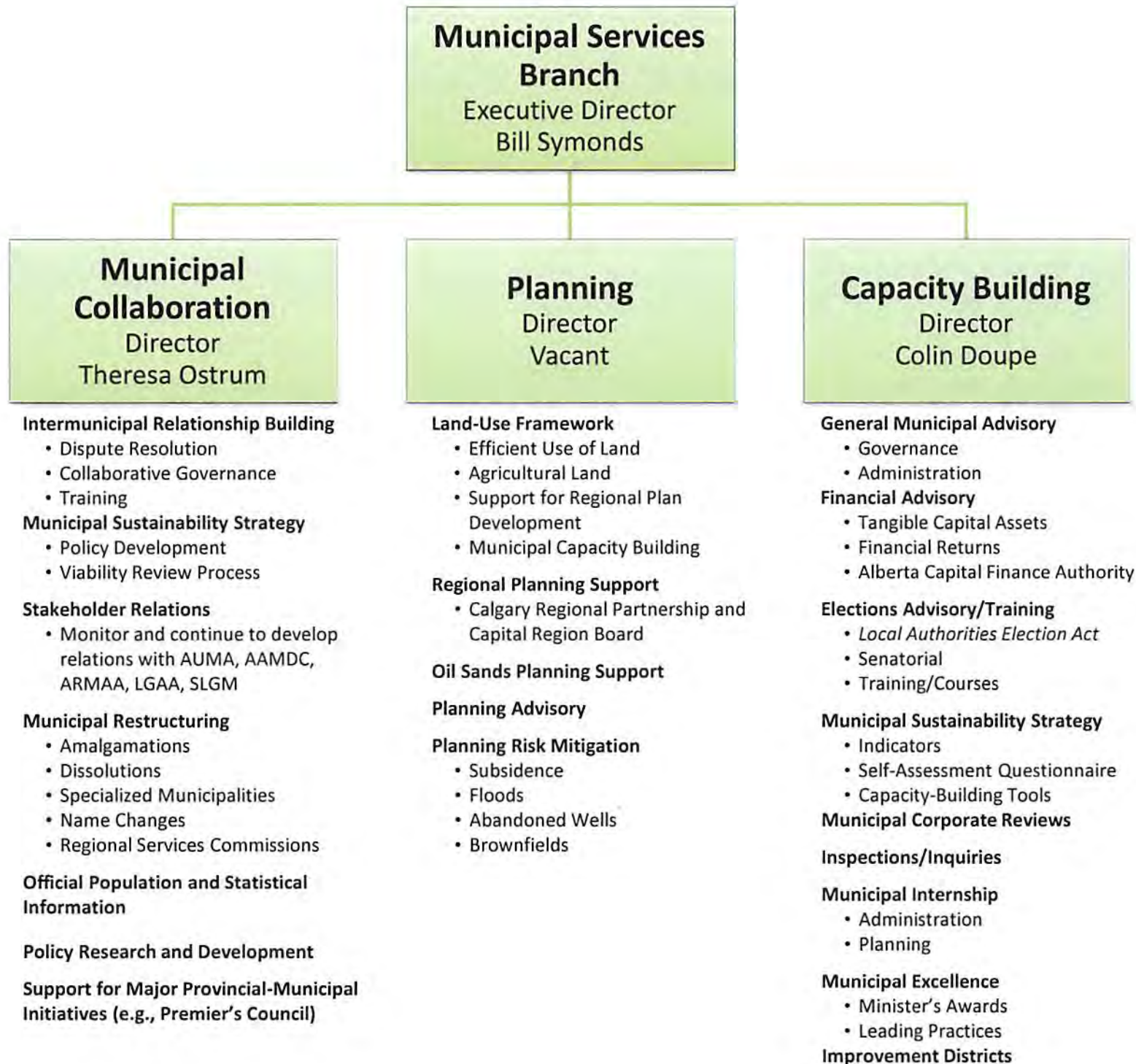
Email: Andre.Corbould@gov.ab.ca
Phone: 780-427-4826

Michael Merritt
Assistant Deputy Minister of Municipal Assessment and Grants
Email: Michael.Merritt@gov.ab.ca
Phone: 780-427-9660

Gary Sandberg
Assistant Deputy Minister of Municipal Services and Legislation
Email: Gary.Sandberg@gov.ab.ca
Phone: 780-427-2225

Municipal Services and Legislation Division





Major Legislative Projects and Strategic Planning Branch
Executive Director
Brandy Cox

Legislative Projects Unit
A/Director
Linda Lewis

Municipal Legislation

- Governance Related Regulations
- Elections
- Municipally Controlled Corp
- Lloydminster Charter
- Municipal Tax Recovery Issues

Assessment and Tax Legislation

- Assessment and Tax Related Regulations
- Legislation Pertaining to Assessment Complaints and Appeals
- Direct Taxes (other than property)
- Property Tax Exemptions

Planning Legislation

- Planning Regulations and Exemptions
- Capital Region Integrated Growth Management Plan
- Boundary Alignments
- Community Revitalization Areas
- Airport Vicinity Protection Areas

Civic Charters

MGA Review
Director
Jennifer Jabs

Comprehensive Legislative Review of the *Municipal Government Act*

- Governance and Administration
- Assessment and Taxation
- Planning
- Stakeholder Engagement Strategy
- Change Management Plan

Recovery Services
Director
Caroline Thomson

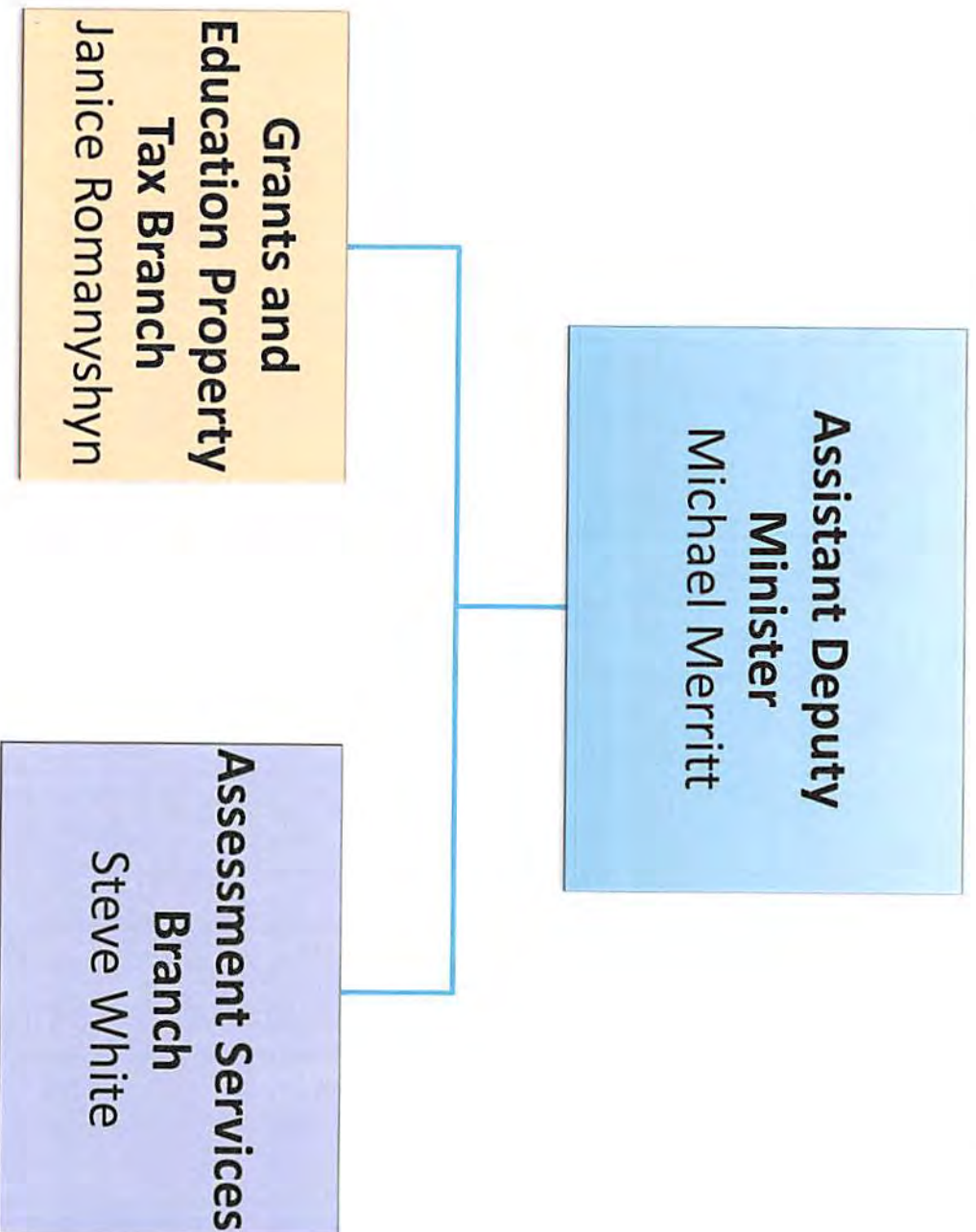
Regional Recovery Coordination Group

- Coordination of Funding Across Departments
- Transition of recovery activities

Southern Alberta Flood Recovery

- Cross-ministry coordination
- Policy coordination and support

Municipal Assessment and Grants Division



Grants and Education Property Tax Branch

Janice Romanyshyn

Grant Program Delivery

Director

Marie Juengel

Regional Grant Programs

- ACP
 - Policy/Guidelines
 - Redesign of ACP
- MSI Operating
 - Policy/Guidelines
 - Wind-down of program

Capital Grant Programs

- MSI Capital (incl. BMTG)
 - Policy/Guidelines
- Building Canada – Gas Tax Fund

Special Projects

- Enhanced communication
- Signage and plaques
- Slave Lake and Southern Alberta Flood Recovery Grants

Site Visits/Training/Grant Advisory

Grant Accountability

Director

Jason Waywood

Municipal Grant Systems

- Municipal Grant IT Systems
- Implement online capabilities for MSIS system

Accountability and Reporting

- Implementation of RBB recommendations
- Performance measures for municipal grant programs
- Funding formula analysis
- Reporting on Building Canada-Gas Tax Fund

Grant Compliance and Payments

- Statements of Funding and Expenditures
- Process Payments for LGS Grants
- MSI Compliance Strategy

Site Visits/Training/Grant Advisory

Tax Program Delivery

Director

Lynda Downey

Education Tax and Equalized Assessment

- Educations requisitions
- Provincial education tax rates
- Equalized assessments
- Community Revitalization Levies
- COPTER

Grants in Place of Taxes (GIPOT)

- Policy/Guidelines
- Strategic Review

Other Municipal Grant Program Support

- Administrative support for municipal grant programs (such as MSI, ACP, and BC-GTF)





Dunvegan-Central Peace–Notley PC Association
Box 41
Falher, Alberta TOH 1M0

June 2014

Dear Friends;

It's golf time! The Dunvegan-Central Peace-Notley Progressive Conservative Association is once again hosting its annual fundraising Golf Tournament. Join people from all over the Peace Region who come to meet and mingle with MLA Hector Goudreau, his wife Angie, and other M.L.A's and Ministers who attend our event. It is a great day of good food, good friends, and good fun!

The setting for our event this year is the beautiful ***Eaglesham Lakeside Golf and Country Club, Eaglesham, AB.*** Registration will be from 10-11 with golf and dinner to follow.

We appreciate your continued support for our association and we look forward to seeing you again this year. If you have never been to our event, it's time to make plans to attend. Don't worry about your golfing skills; the day is a good time for all skill levels.

So, please plan to join us, we would greatly appreciate your attendance. This is an exciting year for the PC Association as we go through the process to name a new leader of our party – come join the conversations and play a round of golf or join us for dinner. See you there!

Yours truly,

A handwritten signature in black ink, appearing to read 'Roch Bremont'. The signature is fluid and cursive, with a large initial 'R' and 'B'.

Roch Bremont
President, Dunvegan–Central Peace–Notley P.C. Association

Dunvegan -Central Peace-Notley PC Association

Annual Golf Tournament

SPONSORSHIP OPPORTUNITIES

Dunvegan – Central Peace – Notley Progressive Conservative Association

is planning its annual golf tournament. Your support is essential to the success of the event and the continuation of our association. The sponsorship categories are as follows:

\$1000	GOLD
\$750	SILVER
\$500	BRONZE
\$500	HOLE SPONSOR

Any donations are gratefully accepted. To ensure acknowledgement of sponsors, all monetary donations and prizes **must be received no later than July 23, 2014**. *Please complete a registration form indicating your donation to ensure we have the proper name and contact information of the contributor.*

Donations can be mailed to:

Dunvegan – Central Peace - Notley PC Association

Box 41, Falher, AB, T0H 1M0

For more information

Contact Roch at 780-618-7744

NOTE: According to sections 32 and 33 of the Election Finances and Contribution Disclosure Act, the **maximum** amount that an individual, corporation, trade union, or employee organization can contribute to a registered constituency association fundraiser during a non-campaign period is \$1000.00. **If a valued contribution is made, please provide an original receipt of the item.**

Registration Deadline:
July 23, 2014

Please return the completed registration form with payment:

By Mail:

Dunvegan - Central Peace – Notley PC Association
P.O. Box 41
Falher, AB
T0H 1M0

By Fax:

Dunvegan - Central Peace - Notley PC Association
780-925-2095

By Email:

dunvegan.pc@hotmail.com



BE SURE TO SUBMIT YOUR REGISTRATION EARLY. ALL APPLICATIONS WILL BE DEALT WITH ON A FIRST-COME FIRST-SERVE BASIS.

**Please join
MLA Hector Goudreau
for an
18-Hole Golf
Tournament & Dinner**



**18-Hole Golf
Tournament
and Dinner**

Presented By

***Dunvegan – Central Peace – Notley
PC Association***



**Eaglesham Lakeside Golf &
Country Club**

**Located 1.6km east & 1 km north of
the Eaglesham turn-off on Highway 49**



**Wednesday,
July 30, 2014**



PARTICIPANT REGISTRATION

**FOUR BALL- BEST BALL
TEXAS SCRAMBLE**

Name: _____

Mailing Address: _____

Phone: _____

Fax: _____

E-mail: _____

18 – Hole Event and Dinner
(\$150.00)

Dinner Only (\$50.00)

I am unable to attend but wish to
make a contribution of \$ _____.

I want to be a Sponsor for this event:

- \$1000 Gold
- \$750 Silver
- \$500 Bronze
- \$500 Hole Sponsor (incl sign at hole)

Note: According to sections 32 and 33 of the Election Finances and Contribution Disclosure Act, the maximum amount that an individual, corporation, trade union, or employee organization can contribute to a registered constituency association fundraiser during a non-campaign period is \$1000.00. If a valued contribution is made, please provide an original receipt of the item.

**WOULD YOU LIKE TO
REGISTER A TEAM OR
ANOTHER GOLFER?**

*Please note, the cost per golfer is \$150. If you register a team of 4, your cost will be \$600.

Name: _____

Name: _____

Name: _____

Name: _____

*** FOR A REGISTERED TEAM, PLEASE INDICATE
IF ONLY ONE TAX RECEIPT IS NECESSARY**

Registration: 10:00 am-11:00 am
Tee-off: 11:00 am
Dinner: 5:00 pm



**FOR MORE INFORMATION:
Please contact:**

Roch Bremont at 780-618-7744

METHOD OF PAYMENT

Charitable tax receipts will be issued upon request as per the guidelines of the Election Finances and Contribution Disclosures Act and the Alberta Corporate Tax Act.

Cheque – payable to: Dunvegan-Central
Peace- Notley PC Association

Master Card

Visa

Yes, I would like a Tax Receipt

Card Number: _____

Expiry Date: _____

Name: _____

Address: _____

Email address: _____

Authorized Signature: _____

***We CANNOT accept payment
from or issue tax receipts to:
Towns, Villages, Municipalities,
School Divisions or Societies.**

All STARS Day – Valleyview Helipad Opening

Grand Opening of the Valleyview Health Centre Helipad
Friday June 13, 2014 11:00 am
Valleyview Health Centre

Community BBQ
Tour the helicopter & meet the crew!

The Town of Valleyview, M.D. of Greenview, and Sturgeon Lake Cree Nation are hosting All STARS Day together with STARS (Shock Trauma Air Rescue Society) and Alberta Health Services. The event will include the official STARS logo unveiling and public tours. STARS' Mobile Education Unit (MEU) will conduct a simulation training for staff at the Valleyview Health Centre on Thursday June 12. The STARS MEU will be available for public tours throughout the event on June 13.

The helipad is a regional partnership of the Town of Valleyview, M.D. of Greenview, Sturgeon Lake Cree Nation and Alberta Health Services. Construction of the helipad was completed in late 2013.

This is an opportunity to recognize the unique regional partnership that has brought the helipad to Valleyview, donors to the helipad, and the important work of STARS and local emergency medical staff.

Special Guests:

Chris Warkentin, Member of Parliament
Honourable Fred Horne, Alberta Minister of Health
Everett McDonald, MLA for Grande Prairie-Smoky
Town of Valleyview Mayor and Council
M.D. of Greenview No. 16 Reeve and Council
Sturgeon Lake Cree Nation Chief and Council



From: [Alberta Forest Products Association](#)
To: [Carol Gabriel](#)
Subject: AFPA AGM - October 7-9
Date: Wednesday, June 04, 2014 3:17:59 PM

If you are having difficulty viewing this email properly, please click here:
<http://www.mailoutinteractive.com/Industry/View.aspx?id=577654&q=743237196&qz=abcf3f>



Wednesday, June 04, 2014

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AFPA AGM

Good Afternoon,

We are pleased to invite you to attend the AFPA's Annual General Meeting and Conference at the Fairmont Jasper Park Lodge from October 7-9, 2014. The conference will provide an opportunity for forest industry representatives, senior government officials, and key stakeholders to meet, network, and attend information sessions.

Registration Information

Full details of our conference program including Registration, Tentative Agenda, Hotel Accommodations, Sponsorship Opportunities, and Golf Tournament can be found on the [AFPA website](#).

Guests registering before June 30, 2014 are eligible for the **early bird rate** and for an **early bird prize package** consisting of a gift certificate redeemable at the Fairmont Jasper Park Lodge for a two night Bed & Breakfast package for two adults.

We look forward to seeing you in Jasper.

www.albertaforestproducts.ca
Alberta Forest Products Association
900, 10707 100 Avenue NW
Edmonton, Alberta T5J 3M1

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[SSL Certificates](#)

Welcome to the AFPA AGM and Conference registration.

[Accommodation](#) | [Agenda](#) | [Sponsorship](#)

The Alberta Forest Products Association is excited to announce its **72nd Annual General Meeting and Conference on September 9, 2014**. Join forest industry leaders at the picturesque Fairmont Jasper Park Lodge.

Register by June 30, 2014 to be entered into our Early Bird draw. The Early Bird Prize will be a gift certificate redeemable at the Fairmont Jasper Park Lodge.

AFPA Conference Registration Rates	EARLY BIRD (by June 30/14)	REGULAR (after June 30/14)
AFPA Member	\$700.00	\$850.00
AFPA Member Spouse	\$575.00	\$700.00
AFPA Member or Spouse - 1 day only	\$400.00	\$475.00
Non-Member	\$1,050.00	\$1,275.00
Non-Member Spouse	\$900.00	\$1,075.00
Non-Member or Spouse - 1 day only	\$550.00	\$650.00
Golf Tournament	\$150.00	\$150.00

On-line registration deadline for the 2014 AFPA AGM and Conference is September 30, 2014.

This form will help you to:

- Register for the Conference
- Register a guest for the Conference
- Sign up for the Annual Golf Tournament

Once you are registered you will need to:

- [Reserve a hotel room at Jasper Park Lodge](#) (hotel rooms are not included in the conference rate)

Please have one of the following payment options ready:



Sign Up

