



MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**JULY 17, 2024**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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

 4511-46 Avenue, Fort Vermilion

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**Mackenzie County**





**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, July 17, 2024  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the June 26, 2024 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) 2024 Bursary Application ( <i>FOIP Section 25</i> )	
		b) Land Sale Mitigation – Boreal Housing Foundation ( <i>FOIP Sections 23, 24, 25 and 27</i> )	
		c) Telus Fibre Rollout Update ( <i>FOIP Sections 23, 24, 25 and 27</i> )	
		d) CAO Report ( <i>FOIP Sections 16, 17, 23 and 24</i> )	
		e)	
		f)	
<b>TENDERS:</b>	5.	a) None	
<b>PUBLIC HEARINGS:</b>		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1341-24 to Repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for an Access Request	21

		b)	Bylaw 1342-24 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3"	35
		c)	Bylaw 1343-24 Land Use Bylaw Amendment to Rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2"	53
<b>DELEGATIONS:</b>	7.	a)	None	
		b)		
<b>GENERAL REPORTS:</b>	8.	a)	None	
		b)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
		b)		
<b>COMMUNITY SERVICES:</b>	10.	a)	Request for Fire Invoice Reduction	65
		b)		
		c)		
<b>FINANCE:</b>	11.	a)	Borrowing Bylaw 1346-24 – La Crete North Sanitary Trunk Sewer Project	69
		b)	2024 Mackenzie Agricultural Fair & Tradeshow	73
		c)	Financial Reports – January - June 2024	75
		d)	Councillor Expense Claims	101
		e)	Members at Large Expense Claims	103
		f)		
		g)		
<b>OPERATIONS:</b>	12.	a)	None	
		b)		
<b>UTILITIES:</b>	13.	a)	None	

		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Bylaw 1345-24 Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17	105
		b)	Development Statistics Report – January to June 2024	111
		c)		
		d)		
<b>ADMINISTRATION:</b>	15.	a)	Municipal Ward Boundary and Council Structure Review	119
		b)	Rural Health Professions Action Plan (RhPAP) 2024 Community Attraction and Retention Conference	151
		c)		
		d)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	16.	a)	Business Arising out of Committee of the Whole	
		b)		
<b>COUNCIL COMMITTEE REPORTS:</b>	17.	a)	Council Committee Reports (verbal)	
		b)	Municipal Planning Commission Meeting Minutes	155
		c)		
		d)		
<b>INFORMATION / CORRESPONDENCE:</b>	18.	a)	Information/Correspondence	185
<b>NOTICE OF MOTION:</b>	19.	a)		
<b>NEXT MEETING DATES:</b>	20.	a)	Committee of the Whole Meeting August 13, 2024 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting	

August 14, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**        21.    a)    Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the June 26, 2024 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the June 26, 2024 Regular Council Meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the June 26, 2024 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, June 26, 2024  
10:00 a.m.**

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

- PRESENT:**
- |                  |  |
|------------------|--|
| Joshua Knelsen   | Reeve  |
| Walter Sarapuk   | Deputy Reeve   |
| Peter F. Braun   | Councillor   |
| Cameron Cardinal | Councillor (virtual joined the meeting at 10:04 a.m. and left the meeting at 12:13 p.m.) |
| David Driedger   | Councillor (virtual joined the meeting at 11:15 a.m.)                                    |
| Eileen Morris    | Councillor   |
| Ernest Peters    | Councillor (virtual, left the meeting at 1:57 p.m.)                                      |
| Lisa Wardley     | Councillor (virtual)   |
| Dale Wiebe       | Councillor (left the meeting at 1:57 p.m.)   |
- REGRETS:**
- |               |            |
|---------------|------------|
| Garrell Smith | Councillor |
|---------------|------------|
- ADMINISTRATION:**
- |                 |   |
|-----------------|---|
| Darrell Derksen | Chief Administrative Officer                                      |
| Jennifer Batt   | Director of Finance   |
| Andy Banman     | Director of Operations  |
| Caitlin Smith   | Director of Planning and Agriculture                              |
| John Zacharias  | Director of Utilities   |
| Louise Flooren  | Manager of Legislative & Support Services/<br>Recording Secretary |
| Landon Driedger | Agricultural Fieldman   |
- ALSO PRESENT:** Members of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on June 26, 2024 in the Council Chambers at the Fort Vermilion County Office.

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

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

**MOTION 24-06-487 MOVED** by Councillor Braun

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\_\_\_\_\_

That Councillor Wardley be authorized to attend the June 26, 2024 Regular Council Meeting virtually.

**CARRIED**

**AGENDA:**

**2. a) Adoption of Agenda**

**MOTION 24-06-488**

**MOVED** by Councillor Braun

That the agenda be adopted with the following additions:

- 4. f) Boreal Housing Foundation (*FOIP Sections 23 and 24*)
- 4. g) Town of High Level Annexation (*FOIP Sections 23 and 24*)
- 10. e) Bylaw 1344-24 Remuneration for Volunteer Fire Fighters

**CARRIED**

Councillor Cardinal joined the meeting virtually at 10:04 a.m.

**PLANNING &  
DEVELOPMENT:**

**15. c) Request for Municipal Improvements along 99<sup>th</sup> Avenue and 106<sup>th</sup> Street (Hamlet of La Crete)**

Councillor Morris joined the meeting at 10:12 a.m.

**MOTION 24-06-489**

**MOVED** by Councillor Braun

That Council approve the request for street improvements along 99<sup>th</sup> Avenue and 106<sup>th</sup> Street at the cost of the developer.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the June 11, 2024 Regular Council Meeting**

**MOTION 24-06-490**

**MOVED** by Deputy Reeve Sarapuk

That the minutes of the June 11, 2024 Regular Council Meeting be adopted as presented.

**CARRIED**

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**PLANNING &  
DEVELOPMENT:**

**15. b) Request for Additional Right of Way Parking along  
101 Street (Hamlet of La Crete)**

**MOTION 24-06-491**

**MOVED** by Councillor Braun

That administration work with La Crete Co-op to accommodate right of way parking along 101 Street and La Crete Co-op will be responsible for clearing the snow.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

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

None.

**CLOSED MEETING:**

**4. a) Closed Meeting**

**MOTION 24-06-492**

**MOVED** by Councillor Morris

That Council move into a closed meeting at 10:21 a.m. to discuss the following:

- 4.a) Sale of County Property (*FOIP Sections 17, 19 and 22*)
- 4.b) Organizational Chart (*FOIP Sections 23, 24 and 27*)
- 4.c) CAO Evaluation (*FOIP Sections 23, 24 and 27*)
- 4.d) CAO Report (*FOIP Sections 16, 17, 23 and 24*)
- 4.e) Boreal Housing Foundation (*FOIP Sections 23 and 24*)
- 4. f) Town of High Level Annexation (*FOIP Section 21 and 23*)

**CARRIED**

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

- All Councillors Present excluding Councillor Driedger and Councillor Smith
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Andy Banman, Director of Operations
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities

- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:54 a.m. excluding Darrell Derksen, Chief Administrative Officer.

Councillor Driedger joined the meeting virtually at 11:15 a.m.

**MOTION 24-06-493**      **MOVED** by Councillor Morris

That Council move out of a closed meeting at 12:13 p.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:13 p.m., Councillor Cardinal left the meeting at 12:13 p.m. and Reeve Knelsen reconvened the meeting at 12:40 p.m.

**CLOSED MEETING:**      **4. a) Sale of County Property**

**MOTION 24-06-494**      **MOVED** by Councillor Braun

That the Sale of County Property discussion be TABLED to a future Council Meeting.

**CARRIED**

**CLOSED MEETING:**      **4. b) Organizational Chart**

**MOTION 24-06-495**      **MOVED** by Councillor Wardley

That the Organizational Chart be approved as amended.

**CARRIED**

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

**MOTION 24-06-496**      **MOVED** by Deputy Reeve Sarapuk

That the Chief Administration Officer evaluation results be received for information.

**CARRIED**

**CLOSED MEETING:**      **4. d) Council Self Evaluation Results**

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\_\_\_\_\_

**MOTION 24-06-497**      **MOVED** by Councillor Morris

That the Council self-evaluation report be received for information.

**CARRIED**

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

**MOTION 24-06-498**      **MOVED** by Councillor Braun

That the CAO Report be received for information.

**CARRIED**

**MOTION 24-06-499**      **MOVED** by Councillor Wiebe

That administration continue to work with Northern Road Builders contract negotiations on the North Trunk Sanitary Sewer Contract #2 – Lift Station Project.

**CARRIED**

**CLOSED MEETING:**      **4. f) Boreal Housing Foundation (ADDITION)**

**MOTION 24-06-500**      **MOVED** by Councillor Braun

Requires Unanimous

That Mackenzie County accepts Darrell Derksen's resignation from the Boreal Housing Foundation.

**CARRIED UNANIMOUSLY**

**MOTION 24-06-501**      **MOVED** by Deputy Reeve Sarapuk

Requires Unanimous

That Mackenzie County appoints Councillor Morris to the Boreal Housing Foundation for the remainder of the 2024 term and notify Boreal Housing Foundation.

**CARRIED UNANIMOUSLY**

**MOTION 24-06-502**      **MOVED** by Councillor Morris

Requires Unanimous

That a letter be written to the Minister of Seniors, Community and Social Services and all affected ministries to address

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concerns with Boreal Housing Foundation regarding the Fort Vermilion Flood Mitigation Program.

**CARRIED UNANIMOUSLY**

**CLOSED MEETING:** 4. e) **Town of High Level Annexation (ADDITION)**

**MOTION 24-06-503** **MOVED** by Councillor Braun

That the Town of High Level Annexation discussion be received for information.

**CARRIED**

**TENDERS:** 5. a) **None**

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

**DELEGATIONS:** 7. a) **None**

**GENERAL REPORTS:** 8. a) **None**

**AGRICULTURE SERVICES:** 9. a) **Budget Amendment - Alberta Agriculture and Irrigation - Rural Economic Development Branch – Small Community Opportunity Program grant - Irrigation Initiative**

**MOTION 24-06-504** **MOVED** by Councillor Wiebe  
Requires 2/3

That the 2024 One Time Budget be amended by \$87,133 for the Irrigation District Feasibility Study project, with funding coming from Alberta Agriculture and Irrigation Rural Economic Development – Small Community Opportunity Program grant.

**CARRIED**

**COMMUNITY SERVICES:** 10. a) **Bylaw 1344-24 Remuneration for Volunteer Fire Fighters (ADDITION)**

**MOTION 24-06-505** **MOVED** by Councillor Wardley  
Requires Unanimous

That first reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw as amended.

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**CARRIED UNANIMOUSLY**

**MOTION 24-06-506**  
Requires Unanimous

**MOVED** by Councillor Braun

That second reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw as amended.

**CARRIED UNANIMOUSLY**

**MOTION 24-06-507**  
Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That consideration be given for third reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw as amended.

**CARRIED UNANIMOUSLY**

**MOTION 24-06-508**  
Requires Unanimous

**MOVED** by Councillor Braun

That third reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw as amended.

**CARRIED UNANIMOUSLY**

**FINANCE:**

**11. a) Financial Reports – January – May 2024**

**MOTION 24-06-509**

**MOVED** by Councillor Morris

That the financial reports for January to May 2024 be received for information.

**CARRIED**

**FINANCE:**

**11. b) Funding Request - Field of Dreams Stampede Committee**

**MOTION 24-06-510**  
Requires 2/3

**MOVED** by Councillor Wardley

That the Field of Dreams Stampede Committee be added as Additionally Named Insured under the County's Policy, and amend the 2024 Operating Budget to include the Field of Dreams Stampede Committee request for insurance funding of \$1,521 with funding coming from the Grants to Other Organizations Reserve.

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\_\_\_\_\_

**CARRIED**

**MOTION 24-06-511**      **MOVED** by Councillor Braun

That a letter be sent requesting that the Field of Dreams Stampede committee apply for the yearly Non Profit Grant application for future years insurance funding requests.

**CARRIED**

**PROJECTS & INFRASTRUCTURE:**      **12. a) None**

**OPERATIONS:**      **13. a) Budget Amendment - BF 76278 Bridge Replacement Project Grant Approval**

**MOTION 24-06-512**      **MOVED** by Councillor Wiebe  
Requires 2/3

That the 2024 Capital Budget be amended to include BF 76278 Bridge Replacement in the amount of \$800,000, with funding of \$600,000 from the Alberta Transportation and Economic Corridors from the STIP – Local Road Bridge grant, and \$200,000 from the Bridge Reserve.

**CARRIED**

**UTILITIES:**      **14. a) Budget Amendment - Supervisory Control and Data Acquisition (SCADA) Upgrade Project Grant Approval**

**MOTION 24-06-513**      **MOVED** by Councillor Braun  
Requires 2/3

That the 2024 Capital Budget be amended to include Regional Programmable Logic Controllers (PLC) and Supervisory Control and Data Acquisition - (SCADA) Upgrade project in the amount of \$576,000, with funding of \$298,021 from the Alberta Transportation and Economic Corridors from the Water for Life grant, and \$277,979 from the Water/Sewer Infrastructure Reserve.

**CARRIED**

**PLANNING & DEVELOPMENT:**      **15. a) Bylaw 1343-24 Land Use Bylaw Amendment to Rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”**

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**MOTION 24-06-514      MOVED** by Councillor Braun

That first reading be given to Bylaw 1343-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" to accommodate the construction of row housing and duplexes, subject to public hearing input.

**CARRIED**

**ADMINISTRATION:      16. a) Economic Developers Alberta - EDA Xperience 2025 Leaders' Summit & Conference**

**MOTION 24-06-515      MOVED** by Councillor Morris

That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2025 Leaders' Summit & Conference from April 9-11, 2025 in Kananaskis, Alberta:

1. Reeve Knelsen
2. Councillor Braun
3. Councillor Cardinal
4. Councillor Morris
5. Councillor Wardley

**CARRIED**

**ADMINISTRATION:      16. b) Township 1110 Range Road 194 Petition for Improved Road Maintenance and Repairs**

**MOTION 24-06-516      MOVED** by Councillor Morris

That the insufficient petition for Township 1110, Range Road 194 be received for information.

**CARRIED**

**COMMITTEE OF THE WHOLE ITEMS:      17. a) Lateral Waterline Requests**

**MOTION 24-06-517      MOVED** by Deputy Reeve Sarapuk

That the four lateral waterline requests be approved.

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**CARRIED**

**MOTION 24-06-518**

**MOVED** by Councillor Wiebe

That Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist Policy be brought to a future Council meeting with amendments as discussed.

**CARRIED**

**COMMITTEE OF THE WHOLE ITEMS:**

**17. b) Government Frameworks**

**MOTION 24-06-519**  
Requires 2/3

**MOVED** by Councillor Morris

That administration enter into an agreement with Government Frameworks, and amend the 2024 Operating Budget by \$135,630 with funding coming from the General Operating Reserve.

**CARRIED**

**COUNCIL COMMITTEE REPORTS:**

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

**MOTION 24-06-520**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**INFORMATION/ CORRESPONDENCE:**

**19. a) Information/Correspondence**

Councillor Peters and Councillor Wiebe left the meeting at 1:57 p.m.

**MOTION 24-06-521**

**MOVED** by Councillor Braun

That the information/correspondence be received for information.

**CARRIED**

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**NOTICE OF MOTION: 20. a) Notice of Motion**

None.

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

Committee of the Whole Meeting  
July 16, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
July 17, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 24-06-522** **MOVED** by Deputy Reeve Sarapuk

That the Council meeting be adjourned at 2:01 p.m.

**CARRIED**

These minutes will be presented for approval at the July 17, 2024 Regular Council Meeting.

---

Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1341-24 to Repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for an Access Request</b>

## **BACKGROUND / PROPOSAL:**

On April 4, 2015 an access request was presented to Council for NW 11-106-12-W5M. Council made the following motion:

*MOTION 15-04-239 That the access request to NW 11-106-12-W5M be approved and that the access paving be completed during the second lift of asphalt on Highway 88 connector at the cost of the applicant and that an agreement be entered into with the applicant for a forced road allowance.*

### **CARRIED**

An agreement had been made and the process started. Part of the process was to close the existing road allowance on the west side of NW 11-106-12-W5M and consolidate it into the quarter section.

On June 14, 2016 a public hearing was held for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

Prior to the 2<sup>nd</sup> and 3<sup>rd</sup> reading of a road closure bylaw, a public hearing was held in accordance to the Municipal Government Act. Once the public hearing had been held, the bylaw was sent to the Minister of Transportation for an approval before it could proceed.

Administration received approval and the bylaw passed 2<sup>nd</sup> and 3<sup>rd</sup> reading.

The bylaw was not submitted to land titles.

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

On April 30, 2024, Administration received a letter from Alberta Transportation and Economic Corridors stating Bylaw 1024-16 Road Closure for the West Side of NW-11-106-12-W5M, approved by Alberta Transportation and Economic Corridors has yet to be registered with the Land Titles Office.

Administration reviewed correspondence from the original applicant dated December 17, 2016. The applicant stated their objection to proceeding forward with Bylaw 1024-16 and proposed the County leave the road allowance where it was and grant the applicants drive-way be personal property.

Administration called the applicant and the applicant confirmed that he still wanted Bylaw 1024-16 cancelled.

This Bylaw is intended to repeal Bylaw 1024-16, so that Alberta Transportation and Economic Corridors can be notified and close the file.

The rezoning application was presented to the Mackenzie County Council on June 11, 2024 where the following motion was made:

**MOTION 24-06-479**      **MOVED** by Councillor Braun

*That first reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, subject to Public Hearing.*

**CARRIED**

**OPTIONS & BENEFITS:**

That Council repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, so that administration can notify Alberta Transportation and Economic Corridors and the file can be closed.

Administration has drafted a repealing bylaw which will require a Public Hearing.

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

The bylaw will be advertised as per Municipal Government Act requirements as well as notification sent to all adjacent landowners.

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 being a Road Closure Bylaw for road allowance located on the West Side of NW 11-106-12-W5M for Access Request.

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 being a Road Closure Bylaw for road allowance located on the West Side of NW 11-106-12-W5M for Access Request.

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

**BYLAW NO. 1341-24**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY,**  
**IN THE PROVINCE OF ALBERTA,**  
**FOR THE PURPOSE TO REPEAL BYLAW 1024-16 ROAD CLOSURE WEST SIDE**  
**OF NW 11-106-12-W5M FOR AN ACCESS REQUEST**

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to repeal Bylaw 1024-16, a Road Closure West Side of NW-11-106-12-W5M for an access request.

**NOW THEREFORE**, the Council of Mackenzie County, in the province of Alberta, duly assembled, hereby enacts as follows:

**Purpose**

1. The purpose of this bylaw is to repeal Bylaw 1024-16 road closure west side of NW-11-106-12-W5M for an access request.
2. This Bylaw shall come into effect upon the third and final reading thereof.

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

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

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

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

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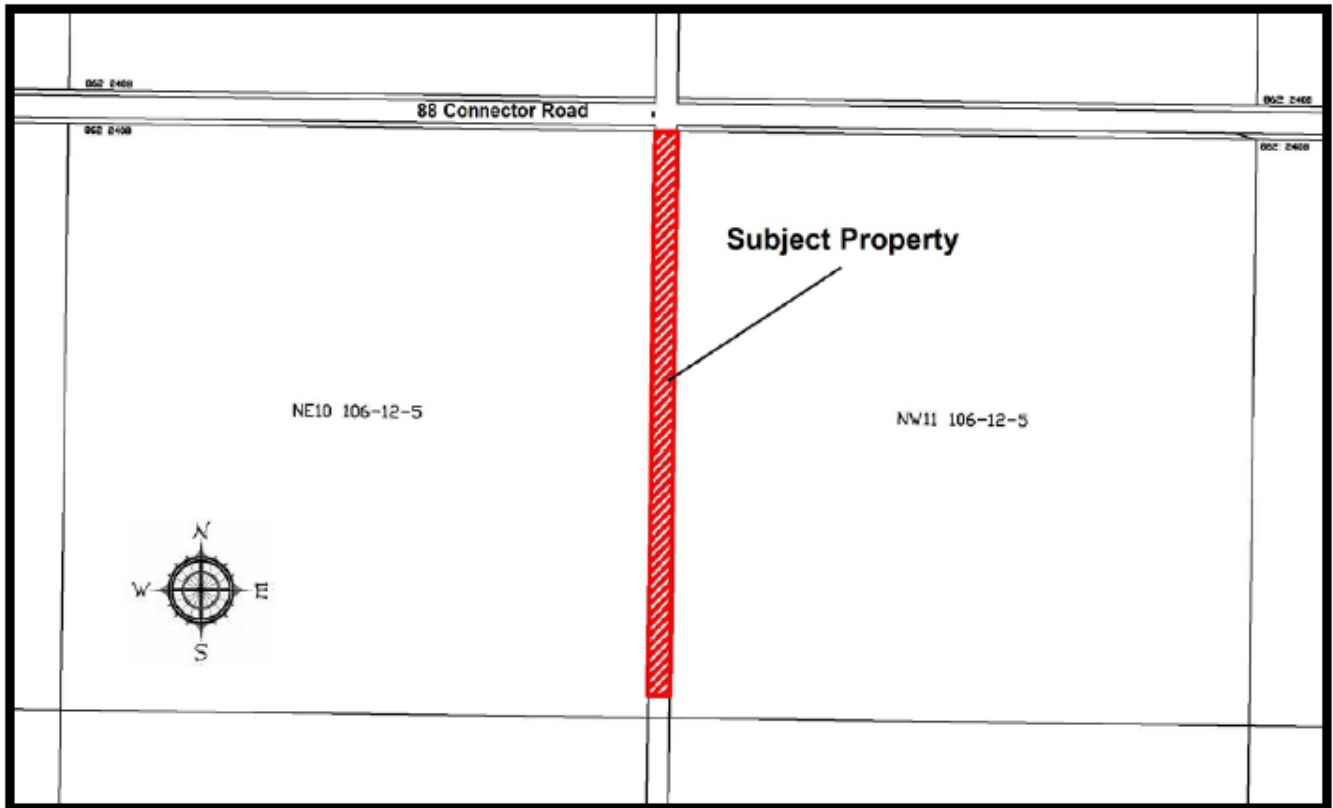
Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

**BYLAW No. 1341-24**

**SCHEDULE "A"**





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 24, 2016</b>
<b>Presented By:</b>	<b>Len Racher, Director of Facilities and Operations (South)</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request</b>

## BACKGROUND / PROPOSAL:

On June 14, 2016 as public hearing was held for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-15-W5M for the purpose of consolidation.

Prior to the 2<sup>nd</sup> and 3<sup>rd</sup> reading of a road closure bylaw, a public hearing was held in accordance to the Municipal Government Act. Once the public hearing had been held, the bylaw was sent to the Minister of Transportation for an approval before it could proceed.

Administration has received the approved bylaw back from the Minister of Transportation and is being presented for 2<sup>nd</sup> & 3<sup>rd</sup> reading.

## Previous background

On April 4, 2015 an access request was presented to council for the NW 11-106-12-W5M.

Council made the following motion:

**MOTION 15-04-239** *That the access request to NW 11-106-12-W5M be approved and that the access paving be completed during the second lift of asphalt on Highway 88 connector at the cost of the applicant and that an agreement be entered into with the applicant for a forced road allowance.*

**Author:** L. Lambert      **Reviewed by:** Len Racher      **CAO:** JW



An agreement has been signed and the process started. Part of the process is to close the exiting road allowance on the west side of NW 11-106-12-W5M and consolidate it into the quarter section.

This Request for Decision is for the Road Allowance Closure only.

**OPTIONS & BENEFITS:**

Closing this road and reopening it on the east side allows the applicant to construct an access without crossing a large wetland area.

**COSTS & SOURCE OF FUNDING:**

Funding for legal surveying will come from the Capital Budget for New Infrastructure.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address road closures in the Municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw was advertised as per Municipal Government Act requirements as well as notification sent to all adjacent landowners.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

**MOTION 1**

That second reading be given for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

**MOTION 2**

That third reading be given for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

**Author:** L. Lambert      **Reviewed by:** Len Racher      **CAO:** JW

**BYLAW NO. 1024-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF**  
**STATUTORY ROAD ALLOWANCE IN ACCORDANCE**  
**WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that a portion of Government Road Allowance as outlined in Schedule "A" attached hereto, be subject to a road closure, and

**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, the consolidation plan will be registered concurrently with the road plan, that portion of the government road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

MERIDIAN 5 RANGE 12 TOWNSHIP 106  
ALL THAT PORTION OF ORIGINAL GOVERNMENT ROAD ALLOWANCE  
ADJOINING THE WEST BOUNDARY OF THE NORTH WEST QUARTER OF  
SECTION 11 WHICH LIES SOUTH OF THE PRODUCTION WESTERLY OF  
THE SOUTH LIMIT OF ROAD PLAN 8622408, AND WHICH ALSO LIES  
NORTH OF THE PRODUCTION WESTERLY OF THE NORTH LIMIT OF ROAD  
PLAN 162\_\_\_\_\_  
EXCEPTING THEREOUT ALL MINES AND MINERALS

As outlined in Schedule "A"

READ a first time this 12<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Bill Neufeld  
Reeve

\_\_\_\_\_  
Joulia Whittleton  
Chief Administrative Officer

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2016.

Approval valid for \_\_\_\_\_ months.

\_\_\_\_\_  
Minister of Transportation

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2016.

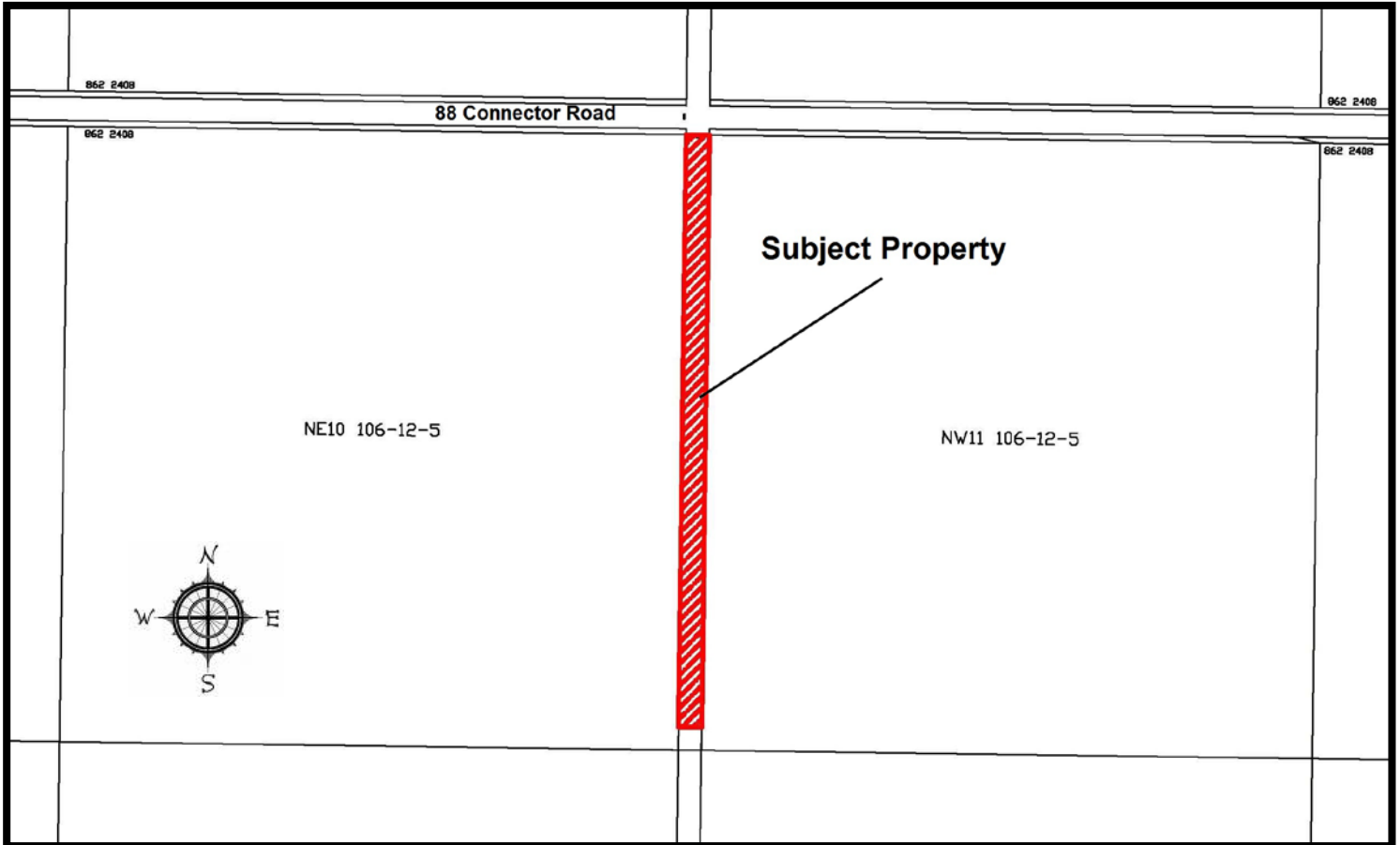
READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Bill Neufeld  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

**BYLAW No. 1024-16**

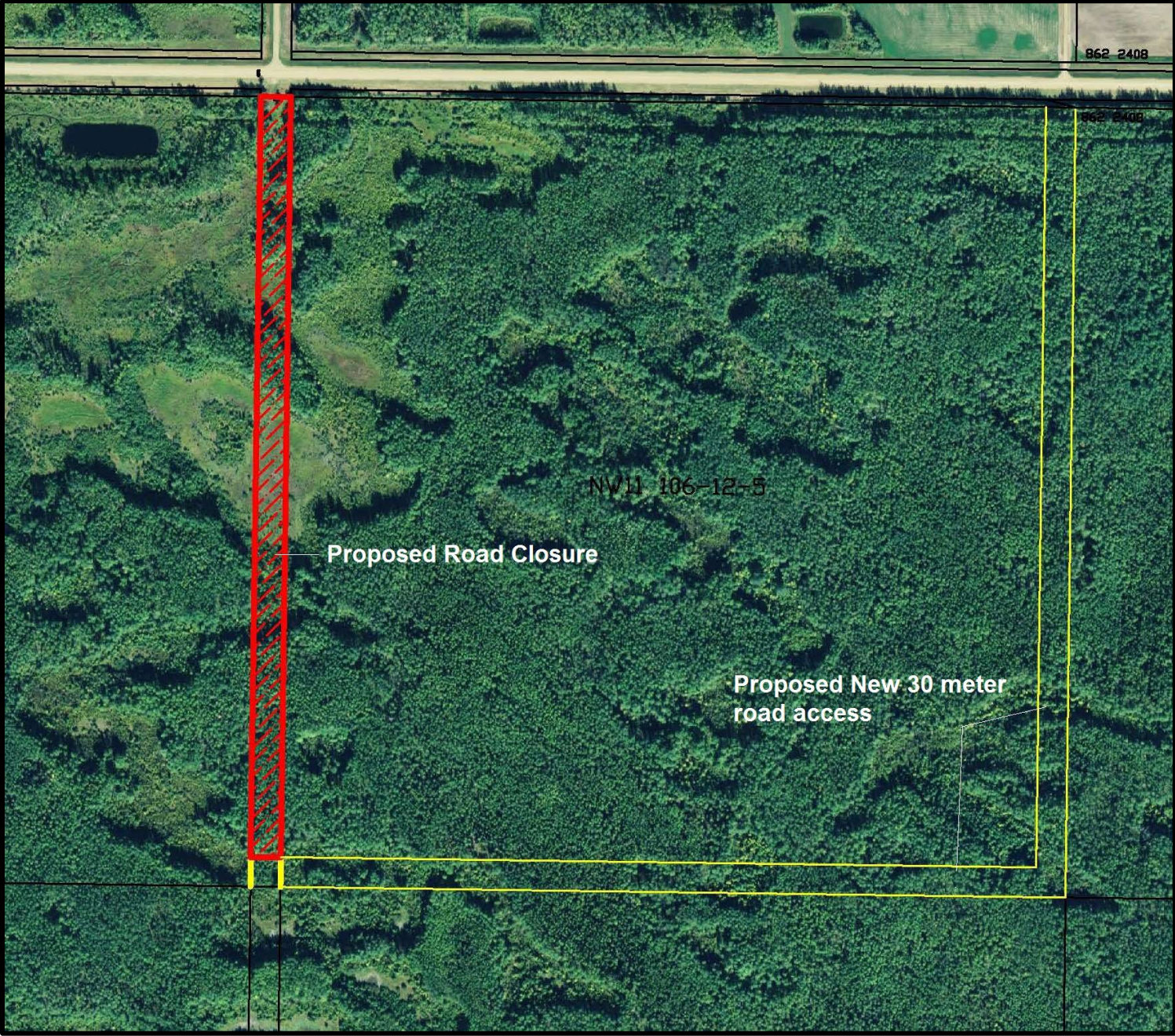
**SCHEDULE "A"**







# BYLAW AMENDMENT APPLICATION



**NOT TO SCALE**

File No. Bylaw 1024-16

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**Mackenzie County**











**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1342-24 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”</b>

## **BACKGROUND / PROPOSAL:**

On October 19, 2022, Administration received a request to rezone part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential “RCR3”.

The reason for the rezoning was that the landowner wanted to develop eleven (11) estate-like residential lots, which was not a use in the current zoning district. The proposed individual lots are approximately 3 acres in size.

Proposed Bylaw 1266-22 was presented for public hearing on November 15, 2022. After the Public Hearing was closed, the following motion was made:

**MOTION 22-11-793** ***MOVED** by Councillor Wardley*

*That Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3” be TABLED to a future Regular Council meeting.*

**CARRIED**

Administration was directed to send a letter to Alberta Transportation requesting formal comments regarding the proposed rezoning and multi-lot subdivision. The response from Alberta Transportation is attached.

The response included the requirement of a Traffic Impact Assessment, dedication of a 30-meter wide service road right of way required along the highway frontage on the north-west corner of the section and that existing direct highway accesses may remain on a temporary basis.

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



The rezoning application was presented to the Mackenzie County Council on June 11, 2024 where the following motion was made:

**MOTION 24-06-480**      **MOVED** by Councillor Peters

*That first reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”, subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

Options are to give second reading, defeat second reading or table the application for more information.

**COSTS & SOURCE OF FUNDING:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”.

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”.

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

**BYLAW NO. 1342-24**  
**BEING A BYLAW OF MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate eleven (11) estate-like residential lots.

**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:

Part of NW 12-105-15-W5M

Within Mackenzie County, be rezoned from Agriculture “A” to Rural Country Residential “RCR3” as outlined in Schedule “A” hereto attached.

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

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

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

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

---

Joshua Knelsen  
Reeve

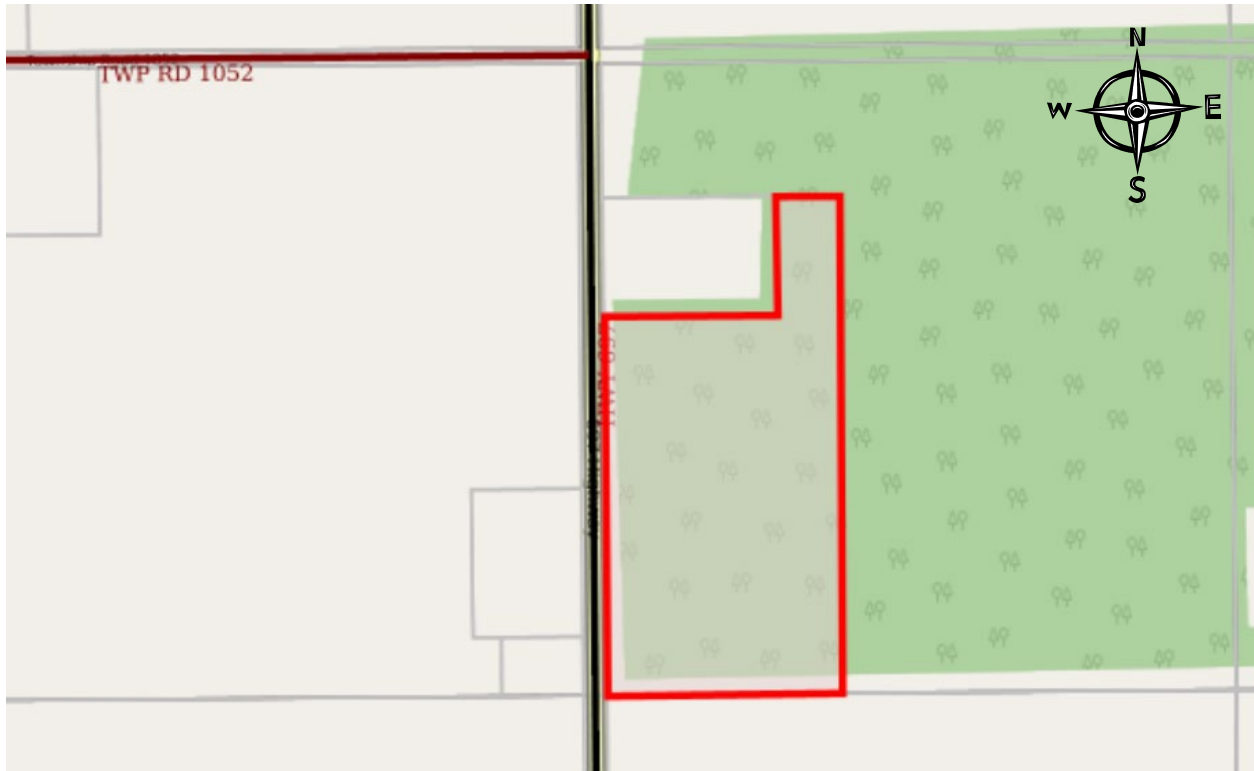
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Darrell Derksen  
Chief Administrative Officer

**BYLAW No. 1342-24**

**SCHEDULE "A"**

1. That the land use designation of the following property known as part of NW 12-105-15-W5M within Mackenzie County, be rezoned:



FROM: Agriculture "A"

TO: Rural Country Residential "RCR3"

## Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>J+R Investments</u>		
Address: <u>Section 17 (1)</u>		
City/Town <u>Section 17 (1)</u>		
Postal Code <u>Section 17 (1)</u>	Phone <u>Section 17 (1)</u>	Cell
Applicant Email		

Complete only if different from Applicant

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<u>NW</u>	<u>12</u>	<u>105</u>	<u>15</u>	<u>5</u>				

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

Land Use Classification Amendment Proposed:

From: Agricultural "A" To: Rural Country Residential 3

Reasons Supporting Proposed Amendment:

11 lots - estate like living.

I have enclosed the required application fee of: 885.54 Receipt No.: 308143  
Section 17 (1)

\_\_\_\_\_  
Date 06-03-2024

Registered Owner Signature

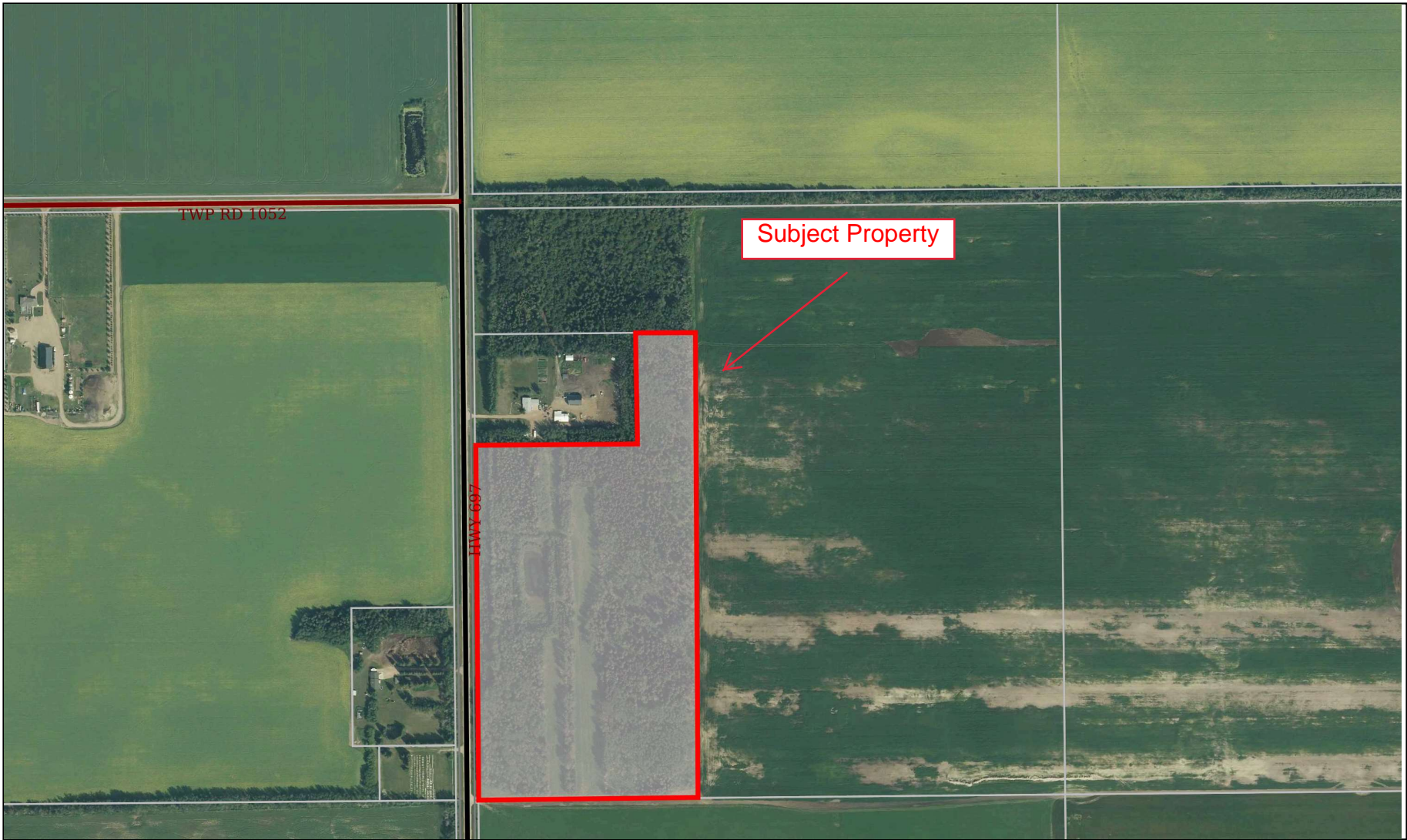
Date

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

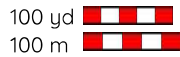
The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the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





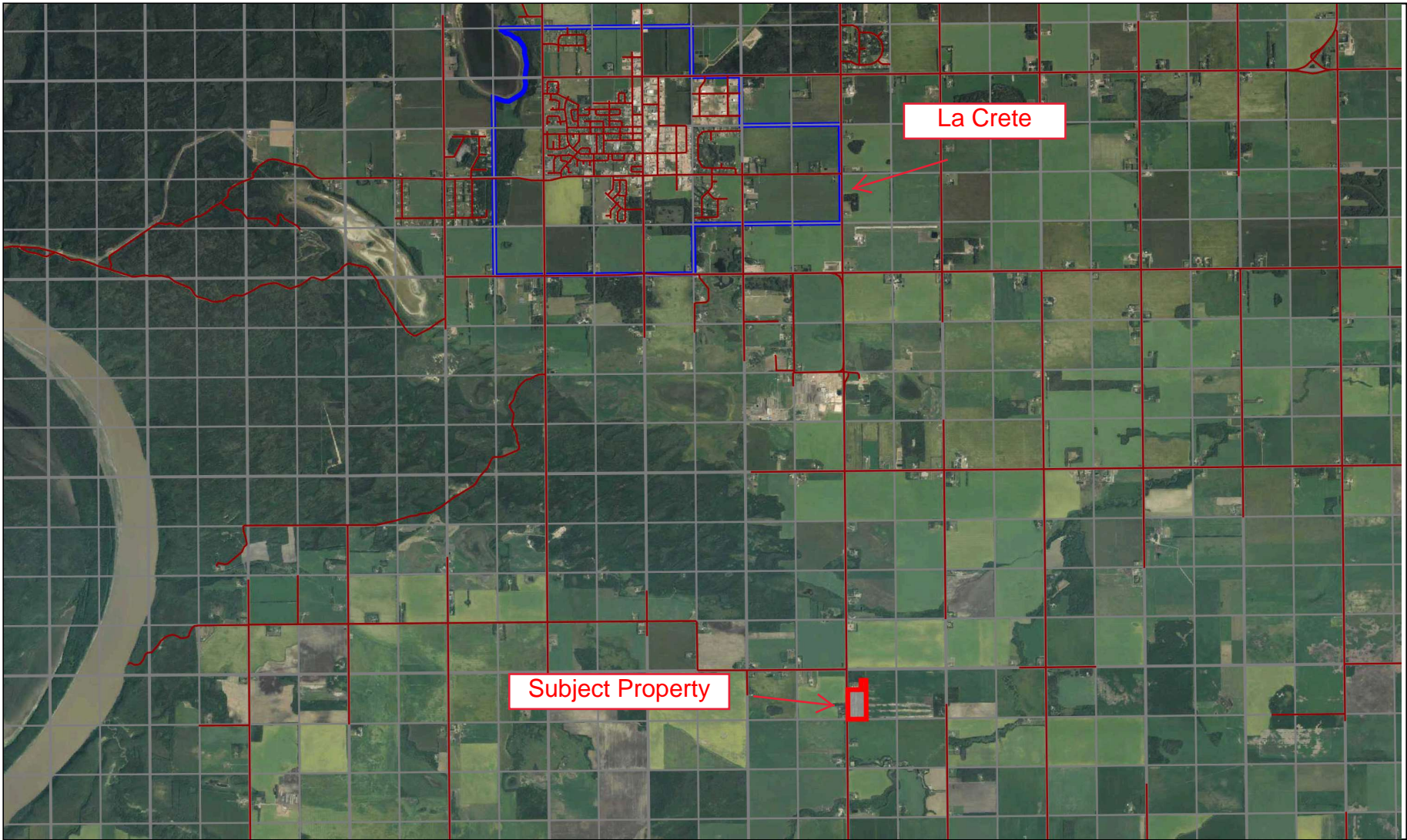


Scale 1: 7,500





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 Scale 1: 90,066

1 Mi   
 1 Km 

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# TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF  
C. of T. 062 107 532

and  
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M.  
Within  
Mackenzie County, Alberta

## Schedule of Area(s)

Contains 12 Lots and Road.  
Containing 19.74 ha (48.7 Ac.)

## Registered Title Encumbrances (Affecting Extent of Title)

802 062 097: Utility Right of Way - Northern Lights Gas Co-op Ltd.  
032 023 175: Caveat - Right of Way Agreement - Atco Electric Ltd.  
212 184 846: Utility Right of Way - Northern Lights Gas Co-op Ltd.

## Notes

- Distances are in Metres and Decimals Thereof.
- Plan measurements based from a field inspection conducted on Sept 2, 2022.

## Legend

Area Affected by This Plan is Outlined Thus..... ▬ Power Pole Shown Thus..... ⊗  
Roads Shown Thus..... ▬ Water Well/Cistern Shown Thus..... W  
Fence Shown Thus..... -x-x- Septic Tank Shown Thus.... S  
Gas Co-op Shown Thus..... G Septic Discharge Shown Thus..... D  
Overhead Power Shown Thus.... P

## Land Owner(s)

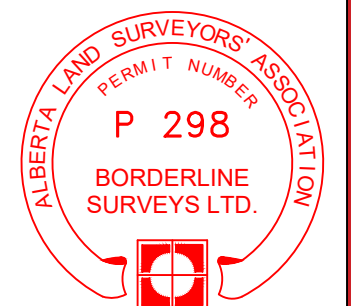
REDACTED

## Site Information

Address: 105165 - Hwy 697 - C. of T. (062 107 532)

**BORDERLINE SURVEYS**

REDACTED



PREPARED BY  
REDACTED

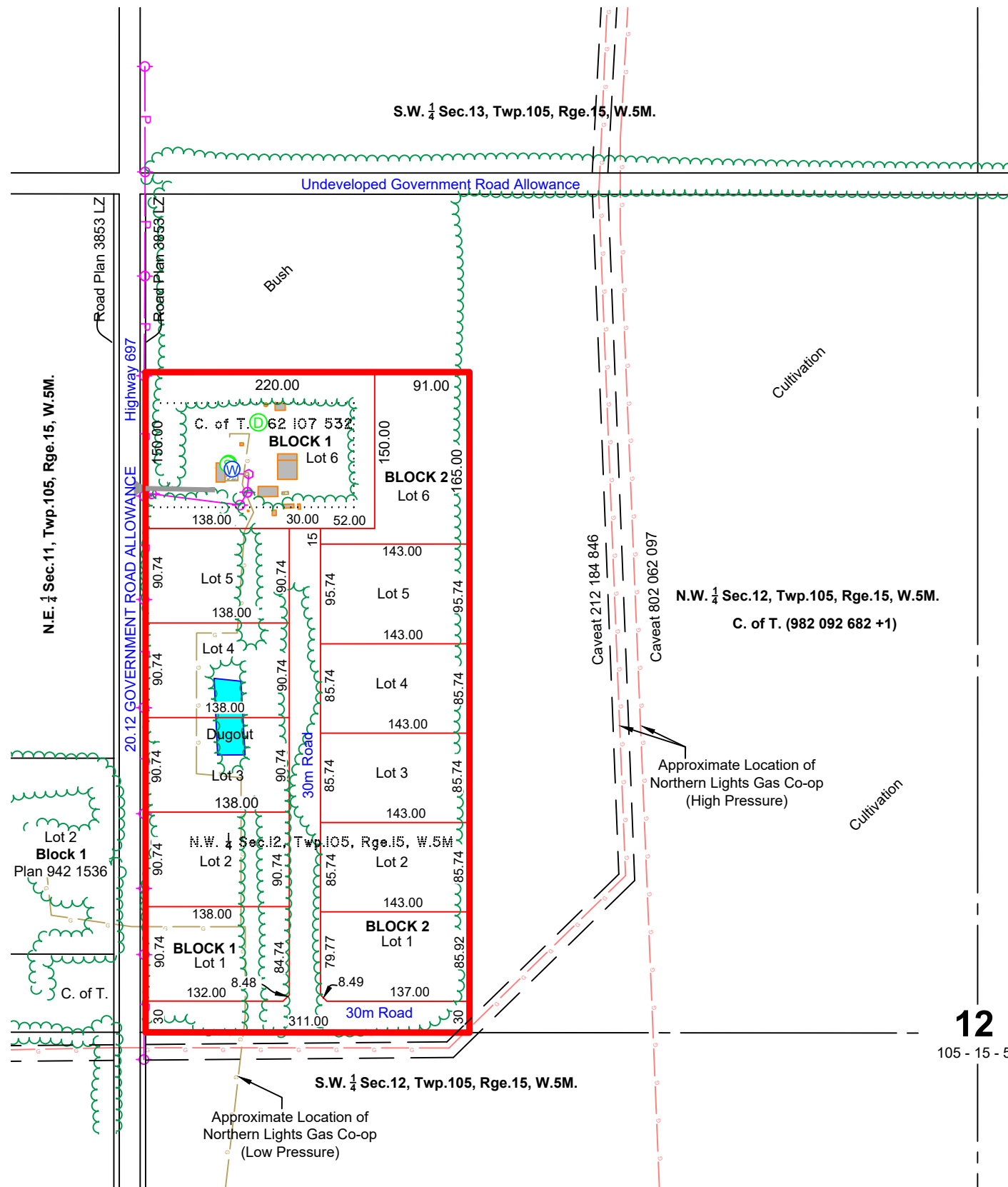
## Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	AC	Sept. 9, 2022
Client File No: N/A					0 Revision
File No: 220129T		Job No: 220129		Sheet: 1 of 4	



SCHEDULE OF AREAS	
LAND DESCRIPTION	AREA REQUIRED
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M. C. of T. (982 092 682 +1)	17.74 ha
C. of T. (062 107 532)	2.00 ha
<b>Total</b>	<b>19.74 ha</b>

AREAS OF LOTS	
LOT NUMBER	AREA
Block 1, Lot 1	1.25 ha. (3.1 AC.)
Block 1, Lot 2	1.25 ha. (3.1 AC.)
Block 1, Lot 3	1.25 ha. (3.1 AC.)
Block 1, Lot 4	1.25 ha. (3.1 AC.)
Block 1, Lot 5	1.25 ha. (3.1 AC.)
Block 1, Lot 6	3.30 ha. (8.2 AC.)
Block 2, Lot 1	1.22 ha. (3.0 AC.)
Block 2, Lot 2	1.22 ha. (3.0 AC.)
Block 2, Lot 3	1.22 ha. (3.0 AC.)
Block 2, Lot 4	1.22 ha. (3.0 AC.)
Block 2, Lot 5	1.22 ha. (3.0 AC.)
Block 2, Lot 6	1.58 ha. (3.9 AC.)
<b>Total</b>	<b>19.74 ha. (48.7 AC.)</b>



SCALE 1:5000

12  
105 - 15 - 5

# Alberta Transportation and Economic Corridors Notice of Referral Decision

## Land Use Bylaw amendment in proximity of a provincial highway

<b>Municipality File Number:</b>	Bylaw 1342-24	<b>Highway(s):</b>	697
<b>Legal Land Location:</b>	QS-NW SEC-12 TWP-105 RGE-15 MER-5	<b>Municipality:</b>	Mackenzie County
<b>Decision By:</b>	Mary Crowley	<b>Issuing Office:</b>	Peace Region / Peace River
<b>Issued Date:</b>	2024-07-02 15:51:34	<b>AT Reference #:</b>	RPATH0044081
<b>Description of Development:</b>	Rezoning from agricultural to Country residential, related to subdivision file# 2024-0043771/27-SUB-24.		



This will acknowledge receipt of your circulation regarding the above noted proposal. Alberta Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed land use

amendment(s).

Alberta Transportation and Economic Corridors offers the following comments and observations with respect to the proposed land use amendment (s):

1. Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.
2. As noted in subdivision comments 2024-0043771 for file 27-SUB-24, the existing direct highway access to Lot 1 may remain on a temporary basis. The existing direct highway access at the south boundary of the quarter may remain on a temporary basis. Prior to the start of any development, including construction of the internal road network, a TIA must be prepared, submitted, reviewed and accepted by Transportation. The applicant must then submit a development application for the required intersection upgrades and complete the upgrades, at no cost to the department, prior to the start of any development. Details on memo TIA's can be found in the TIA guidelines <https://open.alberta.ca/publications/trafficimpactassessment-guideline>

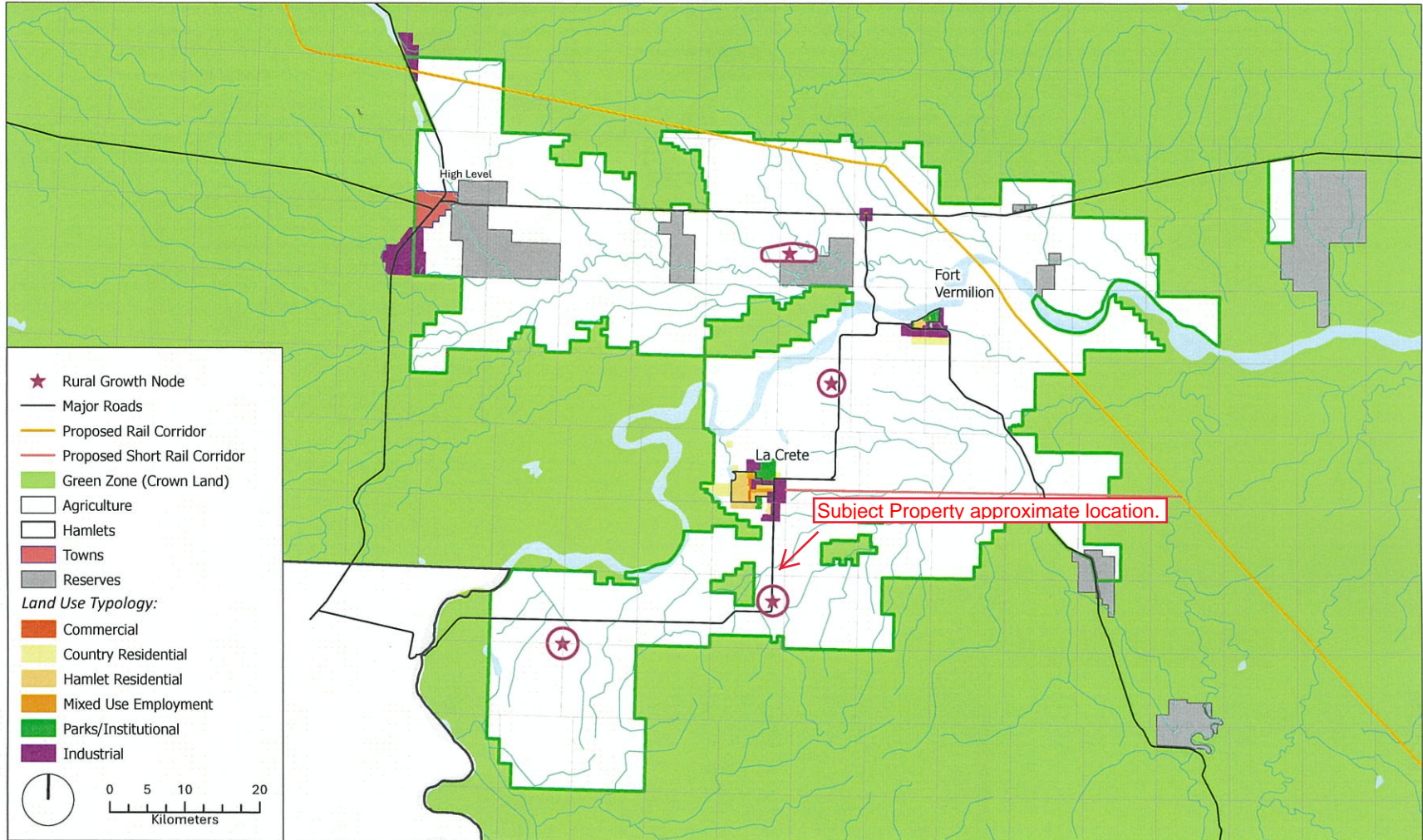
Please contact Alberta Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by **Mary Crowley, Development & Planning Tech**, on **2024-07-02 15:51:34** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*







**From:**  
**To:**  
**Cc:**  
**Subject:** RE: Servicing Concerns  
**Date:** June 21, 2024 10:11:32 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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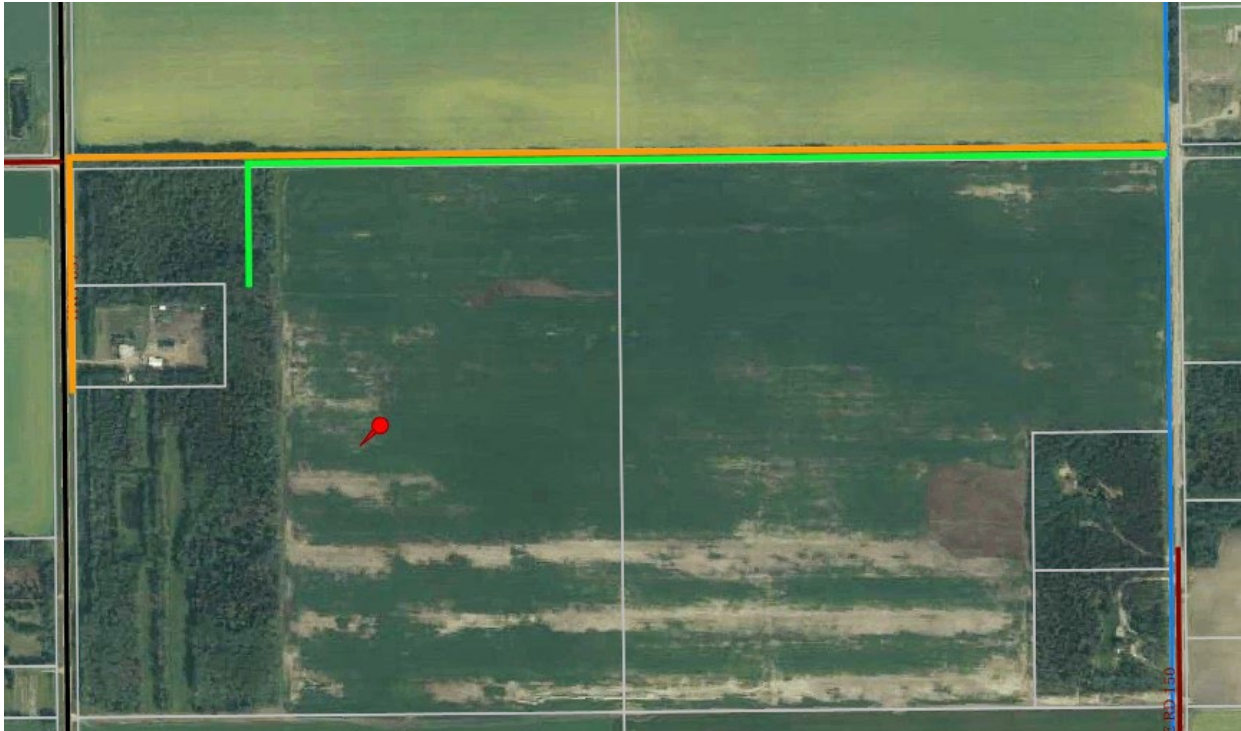
Good morning,

As I mentioned he doesn't see any issues for rezoning the area.

If the developer wishes to service the subdivision with water, they would have more difficulties due to the distance of the Rural Waterline. A lateral waterline would need to be installed (at their cost) in the north Road ROW and either:

A (shown in orange) – run along Highway 697 to the subdivision. Alberta Transportation is unlikely to approve this. They prefer if waterlines don't run along their highways.

B (shown in green) – run through NW-12-105-15-W5M to the subdivision. This would require a Utility ROW to ensure we would have access to the waterline.



We are getting a water model done on La Crete, which also looked into the Rural Waterline. The water model doesn't see any issues with servicing more rural customers like this. However, the subdivision would be on a trickle fill system and the area wouldn't meet fire flows.

Thank you,

---

**From:**  
**Sent:** June 13, 2024 2:26 PM  
**To:**  
**Cc:**  
**Subject:** Servicing Concerns

Good Afternoon,

I was wondering if you have any servicing concerns for this rezoning. I have attached the Bylaw showing the area and the intention. This is for a future subdivision for 11 estate like residential lots. Please let me know.

Thank you,



The information in this message is confidential and may be privileged, intended for the sole use of the addressee. If you are not the intended recipient of this message, any disclosure, copying, distribution or action taken or omitted in accordance with this message is prohibited. If you have received this communication in error, please destroy & delete from your computer immediately and notify us by email, fax or phone as per the above contact numbers.



I am writing this short letter about Bylaw 1342-24  
I the adjacent land owner am concerned about making  
my private country life a more of a town life, when  
more people move close to u u get more quads ripping  
around on your fields, more noise etc, I paid a dear  
price for out of town land and as is I got about  
10 yardsites within a mile from me, I feel we should  
keep people that want town life in town and try to  
keep this area agriculture as it was

Sincerely  
Henry Wall

REDACTED

July 4/24



To: Mackenzie County (Planning and development)  
From: Jack & Marie Neudorf  
Re: Rezoning of NW 12-105-15-W5 to country residential



We are writing to express our concerns regarding the above proposed land use rezoning. The reason being:

1. There is a greater probability of many more children on a already very busy highway (Hwy 697)
2. Noise level is a concern when funeral burials are in progress (cemetery is located across the highway)
3. Increase of free roaming pets onto neighboring yards that become pests (roaming dogs, cats are already a problem)
4. Noise from pets, dirt bikes, atv's, etc
5. Trespassing by pets and people personally and with atv's and bikes onto neighboring agricultural land causing damage to crops and items left in the field.

We live in the country to experience a measure of peace and quiet. Our area already has a significant number of families (approximately 17 residents within 1 mile of the proposed area) living in close proximity plus a grain business and a private school. Our area already generates a lot of traffic and activity. This development would greatly increase the traffic, noise and activity levels of our area.

We would be very disappointed to see this rezoning passed.

Thank you for considering our concerns





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1343-24 Land Use Bylaw Amendment to Rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”</b>

## BACKGROUND / PROPOSAL:

Administration has received a request to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”.

The landowner would like to rezone these properties to provide for row housing and duplexes. The landowner has also submitted an application for subdivision for these future lots.

The purpose of the Hamlet Residential 2 (H-R2) district is to provide for a mix of medium and high-density residential forms within HAMLETS.

According to the Land Use Bylaw 1066-17, Section 9.20.3 states:

### Regulations

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

Regulation	Standard
<b>Min. Lot Dimensions</b>	
Width	16.8m (55.0ft)
Depth	30.5m (100.0ft)

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

Min. Setback	
Yard – Front	4.5m (14.8ft)
Yard – Exterior Side	3.1m (10.0ft)
Yard – Interior Side	1.5m (5.0ft)
Yard – Rear	2.4m (8.0ft) with overhead utility servicing 1.5m (5.0ft) with underground utility servicing

The rezoning application was presented to the Municipal Planning Commission on June 13, 2024 where the following motion was made:

**MPC 24-06-111    *MOVED* by Peter F. Braun**

*That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” to accommodate the construction of row housing and duplexes, subject to public hearing input.*

**CARRIED**

The rezoning application was presented to the Mackenzie County Council on June 26, 2024 where the following motion was made:

**MOTION 24-06-514    *MOVED* by Councillor Braun**

*That first reading be given to Bylaw 1343-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” to accommodate the construction of row housing and duplexes, subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Author: J Wiebe      Reviewed by: C Smith      CAO: \_\_\_\_\_

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

The Bylaw Amendment was advertised as per MGA requirements, this includes all adjacent landowners. The applicant also displayed a sign on the subject property as per MGA requirements.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1343-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" to accommodate the construction of row housing and duplexes.

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1343-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" to accommodate the construction of row housing and duplexes.

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

**BYLAW NO. 1343-24**  
**BEING A BYLAW OF MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”.

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

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

Part of NW-04-106-15-W5M

Within Mackenzie County, be from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”, as outlined in Schedule “A” hereto attached.

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

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

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

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

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Joshua Knelsen  
Reeve

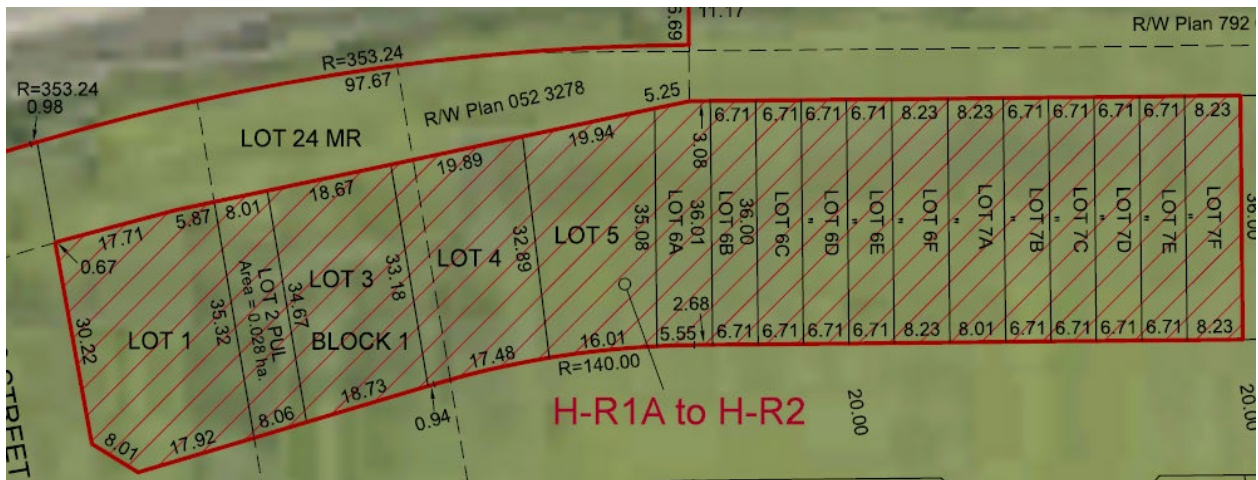
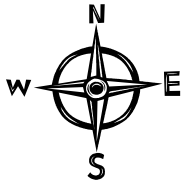
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Darrell Derksen  
Chief Administrative Officer

**BYLAW No. 1343-24**

**SCHEDULE "A"**

1. That the land use designation of the following property known as part of NW-04-106-15-W5M, within Mackenzie County, be rezoned:



FROM: Hamlet Residential 1A "H-R1A"

TO: Hamlet Residential 2 "H-R2"

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

## Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant
<u>571950 Alberta Limited</u>
Address:

Complete only if different from Applicant

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<u>NW</u>	<u>04</u>	<u>106</u>	<u>15</u>	<u>5</u>				

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

Land Use Classification Amendment Proposed:

From: Hamlet Residential 1A To: Hamlet Residential 2

Reasons Supporting Proposed Amendment:

Applicant would like to rezone to allow for the construction of row housing and duplexes.

I have enclosed the required application fee of: 864.44 Receipt No.: 308719

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

Date \_\_\_\_\_

June 10/24

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

Date \_\_\_\_\_

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

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

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



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





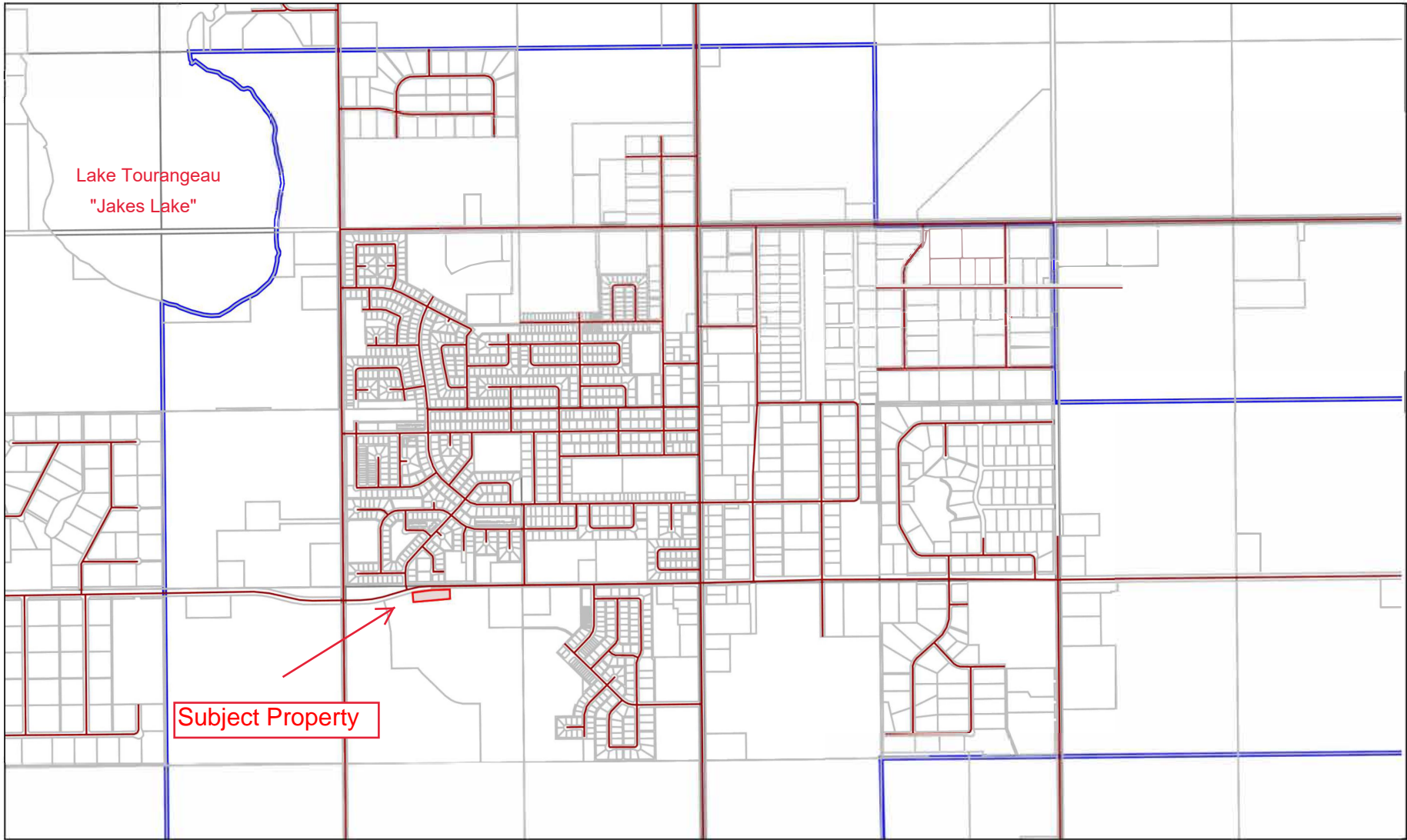
Mackenzie County



Scale 1: 5,000



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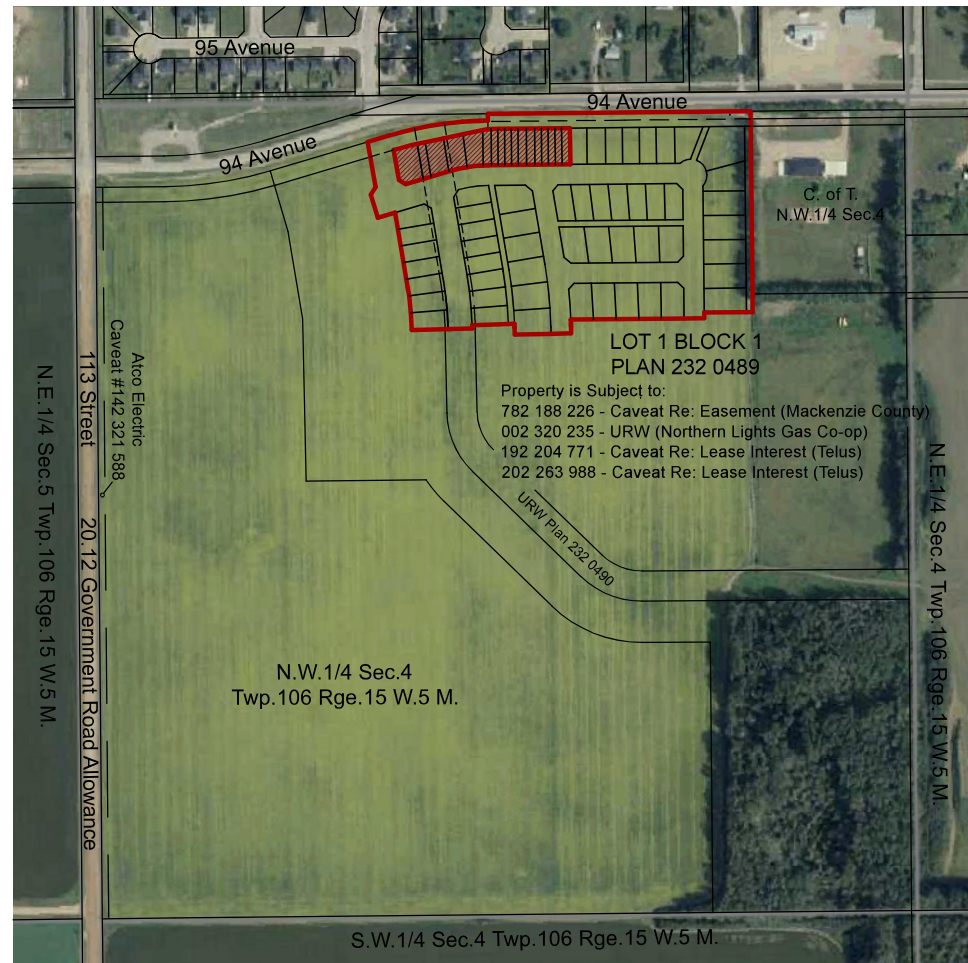
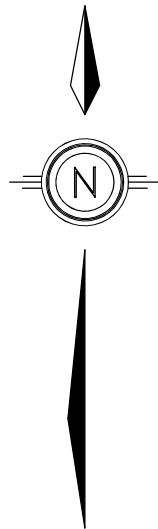
Scale 1: 25,000

1 Mi  
1 Km

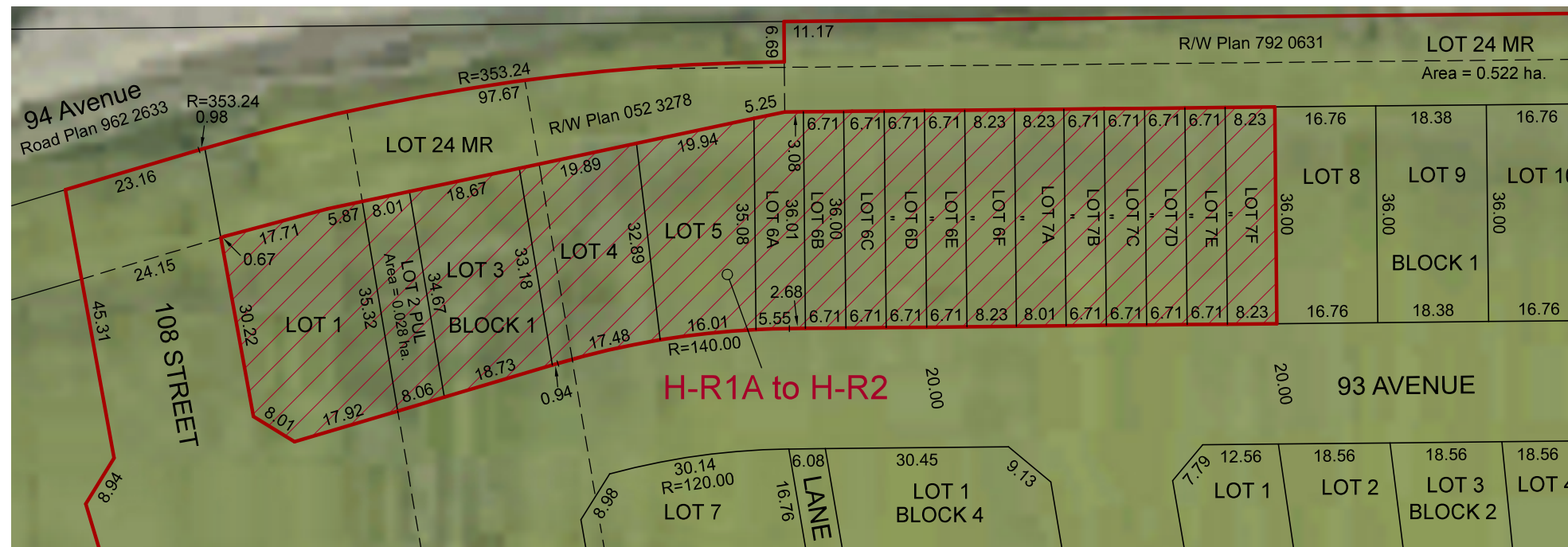


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Location Plan - Scale 1:7500



SCALE  
1:1000



# COPPERFIELD ESTATES - PHASE 1

PLAN SHOWING PROPOSED

## LAND USE BYLAW AMENDMENT

OF PROPOSED

### LOT 1, LOT 2 PUL & LOTS 3 - 7F, BLOCK 1, PLAN 232 \_\_\_\_\_

### H-R1A to H-R2

ALL WITHIN


N.W. 1/4 SEC. 4 TWP. 106 RGE. 15 W. 5 M.

MACKENZIE COUNTY  
ALBERTA

SUBDIVISION AUTHORITY  
Mackenzie County

OWNER  
571950 Alberta Ltd.

### LEGEND

Area to be rezoned shown outlined thus  and contains 0.610 ha.  
Lots designated PUL are Public Utility.  
Lots designated MR are Municipal Reserve Lots.  
Distances shown on the plan are ground and are in meters and decimals thereof.  
Distances on curves are arc distances.

### NOTES

Boundaries are based on existing Land Title Office records and are subject to change upon legal survey  
Land is currently zoned H-R1A District.

### ABBREVIATIONS

E.	East	R/W	right of way
ha.	hectare	S.	South
M.	meridian	Sec.	section
N.	North	Twp.	township
R.	radius	URW	utility right of way
Rge.	range	W.	West

SCALE: 1:1000

FILE No.: 5106-152

DWG.: 5106-152-LUB

DRAWN BY: HLR CHECKED BY: VL

#202, 10514-67th Ave.  
Grande Prairie, AB.  
T8W 0K8

**HELIX**  
Surveys Ltd.

P: 780.532.5731  
F: 780.532.5824

**Mackenzie County  
PUBLIC HEARING FOR**

**BYLAW:**

**ORDER OF PRESENTATION:**

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

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

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

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

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

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

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

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

**REMARKS & COMMENTS:**

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



July 9/24

I Adriana Fehr Oppose the bylaw to rezone and build. I Believe that Building on this farmland will ruin our area. It will be undesirable to look at and will bring down the value of our homes. For those wanting to build apartments/duplex's it should be done in one area of town and not in the midst of our nice SAFE neighborhood.





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Request for Fire Invoice Reduction</b>

**BACKGROUND / PROPOSAL:**

On March 18, 2024, the Fire Department (both Fort Vermilion & La Crete) responded to a structural fire. The billing for this incident was in the amount of \$8,225 (Fire Services) Invoice #IVC...39377 and \$1,148.44 (Fire Investigation) Invoice # IVC...39130 . The billing was reviewed by administration and confirmed that it follows the Fee Schedule Bylaw.

Administration was contacted by the owner of the property stating he did not agree with the invoice and has asked for both the Fire Invoice and the Fire Investigation invoice be reduced by 50% (see attached) due to a slow response to the fire.

Administration broke down all response times provided by 911 dispatch Grande Prairie(attached).

Timings for each department and unit include

1. Dispatched
2. Enroute
3. Arrived On Scene
4. Returning To Station
5. In Quarters

**OPTIONS & BENEFITS:**

**Option 1**

That Council receive for information.

**Option 2**

That the fees for fire invoice #IVC...39377 and Invoice # IVC...39130 be reduced by 50% due to extenuating circumstances.

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

**COSTS & SOURCE OF FUNDING:**

Reduction of \$4,686.72 Fire Cost Recovery

**COMMUNICATION / PUBLIC PARTICIPATION:**

The owner of the residence will be contacted regarding Council's decision

**POLICY REFERENCES:**

Bylaw 1267-22 Fire Services - Section 15 & 16

Bylaw 1277-23 Fee Schedule Bylaw including amendments

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the request to reduce Fire invoice #IVC...39377 and Fire Investigation Invoice # IVC...39130 be received for information.

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



## Tanisha Thompson

---

**From:** Ernie [REDACTED]  
**Sent:** July 6, 2024 10:31 AM  
**To:** Don Roberts  
**Subject:** Re: Fire fighting invoice

Hello Donny as per our conversation I'm asking if the fire fighting invoice #IVC-39377 & the investigation invoice# IVC-39130 could be brought to council and be discounted in half as they're extremely slow in response to the fire call.

[REDACTED]

> On Jul 5, 2024, at 3:44 PM, Don Roberts <droboters@mackenziecounty.com> wrote:

>

> Good afternoon.

>

> Just to be clear, could you please provide the invoice number? Are we talking about 2 different invoices that you wish both to be reduced by 50% each?

> I also would like a confirmation, within your response, that you wish be to bring this request to Council.

>

> Regards,

>

> Donny Roberts | Director of Community Services | Mackenzie County PO

> Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0

> Direct: 780.927.3719 ext. 2557 | Main Line: 780.927.3718 Toll Free:

> 1.877.927.0677 | Cell: 780.841-5050 www.mackenziecounty.com

>

>

> -----Original Message-----

> From: Ernie [REDACTED]

> Sent: July 5,

> To: Don Roberts <droboters@mackenziecounty.com>

> Subject: Fire fighting invoice

>

> Hello Donny as per our conversation I'm asking if the fire fighting &

> the investigation invoice could be cut in half as the extremely slow

> response to the fire call

>

## MAC-240082 FIRE

FORT VERMILION & LA CRETE FIRE AND RESCUE RESPONDING

MARCH 18, 2024

109052 RR 154

ERNIE DYCK

4:55	FTV Department	Dispatched	
5:03	LC Department	Dispatched	
5:03	FTV Command 3	Enroute	
5:14	LC Tender 101	Dispatched	
5:14	LC Tender 101	Enroute	
5:14	LC Ladder 101	Dispatched	
5:14	LC Ladder 101	Enroute	
5:15	FTV Engine 301	Dispatched	
5:15	FTV Engine 301	Enroute	
5:15	FTV Tender 301	Dispatched	
5:15	FTV Tender 301	Enroute	
5:17	LC Command 1	Dispatched	
5:17	LC Command 1	Enroute	
5:24	FTV Rescue 301	Dispatched	
5:24	FTV Rescue 301	Enroute	
5:38	FTV Command 3	Arrived On Scene	
5:40	FTV Tender 301	Arrived On Scene	
5:55	LC Command 1	Arrived On Scene	
5:55	LC Ladder 101	Arrived On Scene	
6:07	LC Tender 101	Arrived On Scene	
6:07	FTV Rescue 301	Arrived On Scene	
7:56	LC Command	Returning To Station	
9:26	FTV Command 3	Returning To Station	
9:26	FTV Engine 301	Returning To Station	
9:26	FTV Rescue 301	Returning To Station	
9:26	FTV Tender 301	Returning To Station	
9:26	LC Ladder 101	Returning To Station	
9:26	LC Tender 101	Returning To Station	
10:32	FTV Rescue 301	In Quarters	
10:32	FTV Command 3	In Quarters	
10:32	FTV Engine 301	In Quarters	
10:33	FTV Tender 301	In Quarters	

*Information gathered from 911 Dispatch Grande Prairie radio communication transcript.*



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Borrowing Bylaw 1346-24 – La Crete North Sanitary Trunk Sewer Project</b>

**BACKGROUND / PROPOSAL:**

Council passed the budget for the La Crete North Sanitary Trunk Sewer Project for \$11,900,000, with \$9,720,000 in funding coming from debenture borrowing.

Administration is seeking the first reading of the required borrowing bylaw, as administration will be applying for the borrowing in the near future. Administration will ensure the County receives the best interest rates available.

**OPTIONS & BENEFITS:**

In accordance with the *Municipal Government Act* (MGA) and the requirements of the Alberta Capital Finance Authority, specific processes must be undertaken to ensure that the municipality has obtained all approvals required for the project and has complied with all applicable legislation, statutes and regulations. This report summarizes the general requirements that must be met.

The municipality must comply with Section 258 of the MGA since the proposed borrowing exceeds five (5) years. The proposed bylaw is attached to this report. At this time administration is only seeking first reading of the bylaw since public notification must be undertaken prior to second reading. Administration would report back to Council once the public notification has been completed.

The attached bylaw details all requirements under the MGA. Generally, the rate details in the bylaw are presented at higher than expected borrowing rates to account for potential rate up turns prior to actual borrowing dates. The current Alberta Capital Finance Authority’s 15-year rate is 5.21%, Administration will seek out the best market rate available at the time the funds are needed.

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

**COSTS & SOURCE OF FUNDING:**

The 2024 and future years Operating Budgets will provide for the interest and repayment of the borrowed amount.

Although this will require new borrowing, overall, the total financing costs of the municipality has declined due to other borrowings being fully repaid in previous years. The municipality will also continue to be below the borrowing limits established by Alberta Municipal Affairs.

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Motion #1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1346-24 being the borrowing bylaw for La Crete North Sanitary Trunk Sewer Project.

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

**BYLAW NO. 1346-24**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY**  
(hereinafter referred to as “the County”)  
**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the County to incur indebtedness by the issuance of debenture(s) up to a maximum of \$9,720,000, for the purpose of financing the “La Crete North Sanitary Trunk Sewer Project”.**

**WHEREAS**, the Council of the County has decided to issue a bylaw pursuant to the Municipal Government Act, R.S.A. 2000 c.M-26, Section 258 to authorize the financing of the La Crete North Sanitary Trunk Sewer Project as approved by Council in capital expenditures; and

**WHEREAS**, plans and specifications have been prepared and the total cost of the project is estimated to be \$11,900,000; and

**WHEREAS**, in order to complete the project, it will be necessary for the County to borrow the sum of \$9,720,000 for a period not to exceed FIFTEEN (15) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

**WHEREAS**, the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FIFTEEN (15) years; and

**WHEREAS**, the principal amount of the outstanding debt of the County at December 31, 2023 is \$11,494,409 and no part of the principal or interest is in arrears; and

**WHEREAS**, all required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**NOW, THEREFORE, THE COUNCIL OF THE COUNTY DULY ASSEMBLED,  
ENACTS AS FOLLOWS:**

1. That for the purpose of the La Crete North Sanitary Trunk Sewer Project for the sum of **Nine Million and Seven Hundred and Twenty Thousand Dollars (\$9,720,000)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.

2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this bylaw, namely the La Crete North Sanitary Trunk Sewer Project.
3. The County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed SEVEN (7%) percent.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

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

PUBLICLY ADVERTISED on the \_\_\_\_ day of \_\_\_\_\_, 2024

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

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

---

Joshua Knelsen  
Reeve

---

Darrell Derksen  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented by</b>	<b>Jennifer Batt – Director of Finance</b>
<b>Title:</b>	<b>2024 Mackenzie Agricultural Fair &amp; Tradeshow</b>

**BACKGROUND / PROPOSAL:**

The 2024 Mackenzie Agricultural Fair & Tradeshow is hosted by the Mackenzie Agricultural Research Association, and a local group of committee volunteers which fundraise by sponsorship for the event.

There was a surplus remaining of \$6,514 from previous years events, which Council allocated to the 2024 Mackenzie Agricultural Fair & Tradeshow. The committee has requested and it was approved, that the County continue to assist with accepting donations, and ensuring invoices are paid as they are unable to open a bank account as the committee.

Currently the Agricultural Fair has received funding in the amount of \$30,260, and administration is requesting that the budget be amended to reflect this revenue.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

General Operating Reserve - previous years surplus \$6,514  
 Sponsorship - Donations

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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



**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2024 One Time project budget for the 2024 Mackenzie Agricultural Fair & Tradeshow be amended in the amount of \$30,260 with funding coming from donations.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January – June 2024</b>

**BACKGROUND / PROPOSAL:**

The Finance Department provides financial reports to Council as per policy, which the January – June, 2024 reports are attached for review.

**OPTIONS & BENEFITS:**

Council shall receive the following reports quarterly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – June 30<sup>th</sup>, 2024)
- A report of funds invested in term deposits and other securities
  - (January – May 31<sup>st</sup>, 2024)
- Project progress reports including expenditures to budget until June 30<sup>th</sup>, 2024.
  - Reports will be presented in April, July, October and January.

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for January to June 2024 be received for information.

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

Mackenzie County  
Summary of All Units January - June 2024

	<b>2024 Budget</b>	<b>2024 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$28,655,317	\$28,926,355	(\$271,038)
101-Lodge Requisition	\$486,502	\$492,153	(\$5,651)
102-School Requisition	\$6,728,698	\$6,739,298	(\$10,600)
103-Designated Ind. Property	\$74,951	\$76,589	(\$1,638)
124-Frontage	\$38,713	\$39,118	(\$405)
261-Ice Bridge	\$135,000	\$145,000	(\$10,000)
420-Sales of goods and services	\$1,083,116	\$593,200	\$489,916
421-Sale of water - metered	\$4,078,995	\$1,896,250	\$2,182,745
422-Sale of water - bulk	\$1,014,844	\$555,571	\$459,273
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$250,000	\$66,472	\$183,528
511-Penalties of AR and utilities	\$32,000	\$15,340	\$16,660
520-Licenses and permits	\$54,000	\$65,750	(\$11,750)
521-Offsite levy	\$20,000		\$20,000
522-Municipal reserve revenue	\$50,000	\$21,638	\$28,362
526-Safety code permits	\$350,000	\$126,932	\$223,068
525-Subdivision fees	\$125,000	\$55,825	\$69,175
530-Fines	\$15,000	\$1,988	\$13,012
531-Safety code fees	\$12,000	\$4,974	\$7,026
550-Interest revenue	\$1,350,000	\$250,072	\$1,099,928
551-Market value changes		\$122,491	(\$122,491)
560-Rental and lease revenue	\$201,660	\$113,982	\$87,678
570-Insurance proceeds			\$0
597-Other revenue	\$25,000	\$20,035	\$4,965
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500		\$500
840-Provincial grants	\$1,270,577	\$156,061	\$1,114,516
890-Gain (Loss) Penny Rounding		(\$5)	\$5
909-Other Sources -Grants	\$469,568	\$22,760	\$446,808
930-Contribution from Operating Reserves	\$1,657,002		\$1,657,002
940-Contribution from Capital Reserves	\$927,745		\$927,745
<b>TOTAL REVENUE</b>	<b>\$49,201,188</b>	<b>\$40,507,849</b>	<b>\$8,693,339</b>
<b>Excluding Requisitions</b>	<b>\$41,911,037</b>	<b>\$33,199,810</b>	<b>\$8,711,227</b>

Mackenzie County  
Summary of All Units January - June 2024

	<b>2024 Budget</b>	<b>2024 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$7,632,984	\$3,184,565	\$4,448,419
132-Benefits	\$1,660,483	\$789,594	\$870,889
136-WCB contributions	\$87,632	\$13,561	\$74,071
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$43,200	\$20,056	\$23,144
151-Honoraria	\$728,415	\$249,425	\$478,990
211-Travel and subsistence	\$417,546	\$117,806	\$299,740
212-Promotional expense	\$72,000	\$6,837	\$65,163
214-Memberships & conference fees	\$164,433	\$78,358	\$86,075
215-Freight	\$122,450	\$37,922	\$84,528
216-Postage	\$52,000	\$29,334	\$22,666
217-Telephone	\$104,858	\$43,577	\$61,281
221-Advertising	\$99,775	\$69,845	\$29,930
223-Subscriptions and publications	\$13,020	\$9,283	\$3,737
231-Audit fee	\$120,000	\$105,500	\$14,500
232-Legal fee	\$285,000	\$191,391	\$93,609
233-Engineering consulting	\$227,000	\$29,858	\$197,142
235-Professional fee	\$239,700	\$185,011	\$54,689
236-Police Funding Model	\$851,567	\$177,723	\$673,844
239-Training and education	\$90,445	\$22,397	\$68,048
242-Computer programming	\$241,023	\$28,883	\$212,140
243-Waste Management	\$462,864	\$212,679	\$250,186
251-Repair & maintenance - bridges	\$159,500	\$12,863	\$146,637
252-Repair & maintenance - buildings	\$176,140	\$68,567	\$107,573
253-Repair & maintenance - equipment	\$429,370	\$146,031	\$283,339
255-Repair & maintenance - vehicles	\$117,300	\$35,194	\$82,106
258-Contracted Services	\$723,213	\$285,966	\$437,248
259-Repair & maintenance - structural	\$1,869,100	\$388,911	\$1,480,189
260-Roadside Mowing & Spraying	\$468,444		\$468,444
261-Ice bridge construction	\$127,000	\$129,204	(\$2,204)
262-Rental - building and land	\$70,400	\$48,748	\$21,653
263-Rental - vehicle and equipment	\$50,288	\$38,456	\$11,832
266-Communications	\$169,937	\$66,949	\$102,988
271-Licenses and permits	\$25,200	\$4,591	\$20,609
272-Damage claims			\$0
274-Insurance	\$641,892	\$490,792	\$151,100
342-Assessor fees	\$237,000	\$52,052	\$184,948
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$1,257,234	\$623,803	\$633,431
515-Lab Testing	\$55,500	\$13,791	\$41,709
521-Fuel and oil	\$1,125,687	\$417,386	\$708,301
531-Chemicals and salt	\$445,300	\$222,814	\$222,486
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$193,000	\$52,572	\$140,428
533-Grader blades	\$150,000	\$9,324	\$140,676
534-Gravel (apply; supply and apply)	\$2,548,000	\$227,986	\$2,320,014
535-Gravel reclamation cost	\$370,000	\$79,904	\$290,097
994-Change in Inventory	(\$612,489)		(\$612,489)
543-Natural gas	\$182,564	\$72,129	\$110,435
544-Electrical power	\$797,533	\$336,347	\$461,186
550-Carbon Tax	\$240,000	\$120,109	\$119,891
710-Grants to local governments	\$2,250,000	\$1,625,000	\$625,000
735-Grants to other organizations	\$2,505,221	\$1,342,243	\$1,162,978
747-School requisition	\$6,728,698	\$1,597,975	\$5,130,723
750-Lodge requisition	\$486,502	\$486,502	\$0
760-Designated Ind. Property	\$74,951	\$74,951	\$0
763/764-Contributed to Reserve	\$5,347,805		\$5,347,805
810-Interest and service charges	\$22,360	\$14,457	\$7,903
831-Interest - long term debt	\$368,759	\$17,200	\$351,559
832-Principle - Long term debt	\$1,318,015	\$337,935	\$980,080

Mackenzie County  
Summary of All Units January - June 2024

	<b>2024 Budget</b>	<b>2024 Actual Total</b>	<b>\$ Variance (Remaining)</b>
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,855,000	\$98,548	\$1,756,452
Non-TCA projects	\$2,392,369	\$473,107	\$1,914,302
DRP Expenses		\$4,960	
<b>TOTAL EXPENSES</b>	<b>\$49,201,188</b>	<b>\$15,620,971</b>	<b>\$33,580,217</b>
Excluding Requisitions	\$41,911,037	\$13,461,544	\$28,449,493

## Mackenzie County

## 00-Taxes

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
100-Municipal Taxes	\$28,655,317	\$28,926,355	(\$271,038)
101-Lodge Requisition	\$486,502	\$492,153	(\$5,651)
102-School Requisition	\$6,728,698	\$6,739,298	(\$10,600)
103-Designated Ind. Property	\$74,951	\$76,589	(\$1,638)
TOTAL REVENUE	<u>\$35,945,468</u>	<u>\$36,234,394</u>	<u>(\$288,926)</u>
Excluding Requisitions	\$28,655,317	\$28,926,355	(\$271,038)



## Mackenzie County

## 11-Council

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
OPERATING EXPENSES			
132-Benefits	\$100,359	\$43,871	\$56,488
136-WCB contributions	\$6,041	\$1,028	\$5,013
151-Honoraria	\$625,915	\$229,944	\$395,971
211-Travel and subsistence	\$281,473	\$83,345	\$198,128
214-Memberships & conference fees	\$84,400	\$42,042	\$42,358
216-Postage		\$0	\$0
217-Telephone	\$7,700	\$2,990	\$4,710
221-Advertising	\$1,000	\$0	\$1,000
235-Professional fee	\$8,000	\$0	\$8,000
239-Training and education	\$2,800	\$690	\$2,110
266-Communications	\$15,615	\$5,850	\$9,765
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$5,066	\$4,634
DRP Expenses			
TOTAL EXPENSES	\$1,148,197	\$416,654	\$731,543
Excluding Requisitions	\$1,148,197	\$416,654	\$731,543
TOTAL EXPENSES	\$1,148,197	\$416,654	\$731,543
EXCESS (DEFICIENCY)	(\$1,148,197)	(\$416,654)	(\$731,543)

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$39,500	\$22,167	\$17,333
510-Penalties on taxes	\$250,000	\$66,472	\$183,528
511-Penalties of AR and utilities	\$20,000	\$5,481	\$14,519
550-Interest revenue	\$1,350,000	\$250,072	\$1,099,928
551-Market value changes		\$122,491	(\$122,491)
560-Rental and lease revenue	\$68,400	\$28,558	\$39,842
597-Other revenue	\$25,000	\$17,868	\$7,132
598-Community aggregate levy	\$85,000	\$0	\$85,000
630-Sale of non-TCA equipment	\$500	\$0	\$500
840-Provincial grants	\$409,000	\$0	\$409,000
890-Gain (Loss) Penny Rounding		(\$5)	\$5
909-Other Sources -Grants	\$451,538	\$0	\$451,538
930-Contribution from Operating Reserves	\$729,966	\$0	\$729,966
940-Contribution from Capital Reserves		\$0	\$0
TOTAL REVENUE	<u>\$3,428,904</u>	<u>\$513,104</u>	<u>\$2,915,800</u>
Excluding Requisitions	\$3,428,904	\$513,104	\$2,915,800
OPERATING EXPENSES			
110-Wages and salaries	\$1,817,931	\$768,332	\$1,049,599
132-Benefits	\$383,683	\$180,307	\$203,376
136-WCB contributions	\$18,017	\$2,985	\$15,032
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$14,400	\$7,200	\$7,200
211-Travel and subsistence	\$39,968	\$10,032	\$29,936
212-Promotional expense	\$25,000	(\$40)	\$25,040
214-Memberships & conference fees	\$28,118	\$9,997	\$18,121
215-Freight	\$9,000	\$2,645	\$6,355
216-Postage	\$24,500	\$29,334	(\$4,834)
217-Telephone	\$44,050	\$20,155	\$23,895
221-Advertising	\$68,000	\$60,851	\$7,149
223-Subscriptions and publications	\$6,020	\$4,341	\$1,679
231-Audit fee	\$120,000	\$105,500	\$14,500
232-Legal fee	\$275,000	\$185,228	\$89,772
233-Engineering consulting		\$0	\$0
235-Professional fee	\$65,000	\$55,183	\$9,817
239-Training and education	\$10,065	\$3,513	\$6,553
242-Computer programming	\$137,363	\$8,689	\$128,674
243-Waste Management	\$8,800	\$5,000	\$3,800
252-Repair & maintenance - buildings	\$61,700	\$19,471	\$42,229
253-Repair & maintenance - equipment	\$12,120	\$1,919	\$10,201
255-Repair & maintenance - vehicles	\$6,000	\$2,145	\$3,855
258-Contracted Services		\$0	\$0
259-Repair & maintenance - structural		\$0	\$0
262-Rental - building and land			\$0
263-Rental - vehicle and equipment	\$9,388	\$4,214	\$5,174
266-Communications	\$51,880	\$15,752	\$36,128
271-Licenses and permits	\$100	\$0	\$100
274-Insurance	\$107,899	\$81,859	\$26,040
342-Assessor fees	\$237,000	\$52,052	\$184,948
511-Goods and supplies	\$103,250	\$41,935	\$61,315
521-Fuel and oil	\$33,948	\$13,064	\$20,884
994-Change in Inventory		\$0	\$0
543-Natural gas	\$28,207	\$15,017	\$13,190
544-Electrical power	\$98,059	\$43,865	\$54,194
710-Grants to local governments	\$2,250,000	\$1,625,000	\$625,000
763/764-Contributed to Reserve	\$135,000	\$0	\$135,000
810-Interest and service charges	\$21,000	\$13,881	\$7,119
831-Interest - long term debt	\$66,608	\$14,051	\$52,557
832-Principle - Long term debt	\$103,309	\$50,995	\$52,314

Mackenzie County  
12-Administration

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,850,000	\$98,548	\$1,751,452
Non-TCA projects	\$1,390,504	\$233,850	\$1,151,694
DRP Expenses		\$4,960	
<b>TOTAL EXPENSES</b>	<b>\$9,675,887</b>	<b>\$3,791,829</b>	<b>\$5,884,058</b>
Excluding Requisitions	\$9,675,887	\$3,791,829	\$5,884,058
995-Amortization of TCA	\$321,824	\$0	\$321,824

Mackenzie County  
23-Fire Department

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$156,000	\$144,509	\$11,491
840-Provincial grants		\$0	\$0
909-Other Sources -Grants	\$13,030		\$13,030
930-Contribution from Operating Reserves	\$23,000		\$23,000
<b>TOTAL REVENUE</b>	<b>\$192,030</b>	<b>\$144,509</b>	<b>\$47,521</b>
Excluding Requisitions	\$192,030	\$144,509	\$47,521
OPERATING EXPENSES			
110-Wages and salaries	\$46,694	\$16,633	\$30,061
132-Benefits	\$8,327	\$4,948	\$3,379
136-WCB contributions	\$523	\$77	\$446
151-Honoraria	\$102,500	\$19,481	\$83,019
211-Travel and subsistence	\$11,800	\$6,815	\$4,985
212-Promotional expense	\$3,000		\$3,000
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$3,000	\$202	\$2,798
217-Telephone	\$11,240	\$6,006	\$5,234
221-Advertising	\$2,000		\$2,000
239-Training and education	\$36,180	\$25	\$36,155
252-Repair & maintenance - buildings	\$11,500	\$6,644	\$4,856
253-Repair & maintenance - equipment	\$42,000	\$1,871	\$40,129
255-Repair & maintenance - vehicles	\$12,000	\$1,033	\$10,967
258-Contracted Services	\$8,500	\$0	\$8,500
259-Repair & maintenance - structural	\$1,500	\$0	\$1,500
263-Rental - vehicle and equipment	\$27,000	\$33,647	(\$6,647)
266-Communications	\$76,512	\$37,436	\$39,076
271-Licenses and permits	\$4,000	\$0	\$4,000
272-Damage claims			\$0
274-Insurance	\$48,388	\$39,657	\$8,731
511-Goods and supplies	\$129,484	\$24,174	\$105,310
521-Fuel and oil	\$30,932	\$5,705	\$25,227
543-Natural gas	\$19,664	\$7,272	\$12,392
544-Electrical power	\$18,773	\$8,714	\$10,059
763/764-Contributed to Reserve	\$100,000	\$0	\$100,000
Non-TCA projects	\$23,000	\$0	\$23,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$782,147</b>	<b>\$220,339</b>	<b>\$561,808</b>
Excluding Requisitions	\$782,147	\$220,339	\$561,808
995-Amortization of TCA	\$212,639	\$0	\$212,639

Mackenzie County  
25-Ambulance/Municipal Emergency

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
560-Rental and lease revenue	\$40,500	\$20,250	\$20,250
TOTAL REVENUE	\$40,500	\$20,250	\$20,250
Excluding Requisitions	\$40,500	\$20,250	\$20,250
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$7,000	\$1,877	\$5,123
274-Insurance	\$3,000	\$2,879	\$121
DRP Expenses			
TOTAL EXPENSES	\$10,000	\$4,756	\$5,244
Excluding Requisitions	\$10,000	\$4,756	\$5,244
995-Amortization of TCA	\$12,328	\$0	\$12,328

Mackenzie County  
26-Enforcement Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
520-Licenses and permits		\$0	\$0
530-Fines	\$15,000	\$1,988	\$13,012
560-Rental and lease revenue	\$13,827	\$16,918	(\$3,091)
<b>TOTAL REVENUE</b>	<b>\$28,827</b>	<b>\$18,906</b>	<b>\$9,921</b>
Excluding Requisitions	\$28,827	\$18,906	\$9,921
OPERATING EXPENSES			
110-Wages and salaries	\$15,565	\$5,544	\$10,021
132-Benefits	\$2,776	\$1,457	\$1,319
136-WCB contributions	\$174	\$26	\$148
211-Travel and subsistence	\$2,000	\$902	\$1,098
214-Memberships & conference fees			\$0
215-Freight			\$0
217-Telephone		\$40	(\$40)
221-Advertising	\$2,000		\$2,000
223-Subscriptions and publications	\$3,500	\$2,894	\$606
235-Professional fee	\$2,000	\$320	\$1,680
236-Police Funding Model	\$851,567	\$177,723	\$673,844
239-Training and education	\$8,000	\$2,880	\$5,120
252-Repair & maintenance - buildings	\$12,050	\$0	\$12,050
258-Contracted Services	\$10,000	\$8,902	\$1,098
266-Communications	\$500	\$0	\$500
274-Insurance	\$6,625	\$4,624	\$2,001
511-Goods and supplies	\$1,000	\$644	\$356
521-Fuel and oil	\$2,416	\$0	\$2,416
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$920,173</b>	<b>\$205,955</b>	<b>\$714,218</b>
Excluding Requisitions	\$920,173	\$205,955	\$714,218
995-Amortization of TCA	\$6,404	\$0	\$6,404

Mackenzie County  
32-Transportation

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$30,872	\$20,824	\$10,048
261-Ice Bridge	\$135,000	\$145,000	(\$10,000)
420-Sales of goods and services	\$257,036	\$126,168	\$130,868
520-Licenses and permits	\$4,000	\$2,136	\$1,864
560-Rental and lease revenue		\$0	\$0
570-Insurance proceeds		\$0	\$0
597-Other revenue		\$0	\$0
630-Sale of non-TCA equipment		\$0	\$0
840-Provincial grants	\$242,524	\$0	\$242,524
930-Contribution from Operating Reserves	\$370,000	\$0	\$370,000
940-Contribution from Capital Reserves	\$850,000		\$850,000
<b>TOTAL REVENUE</b>	<b>\$1,889,432</b>	<b>\$294,127</b>	<b>\$1,595,305</b>
 Excluding Requisitions	 \$1,889,432	 \$294,127	 \$1,595,305
 OPERATING EXPENSES			
110-Wages and salaries	\$3,224,345	\$1,339,887	\$1,884,458
132-Benefits	\$665,050	\$310,304	\$354,746
136-WCB contributions	\$35,098	\$5,294	\$29,804
150-Isolation cost	\$14,400	\$5,656	\$8,744
211-Travel and subsistence	\$23,430	\$3,638	\$19,792
214-Memberships & conference fees	\$11,250	\$161	\$11,089
215-Freight	\$18,500	\$4,623	\$13,877
217-Telephone	\$19,908	\$5,722	\$14,186
221-Advertising	\$4,000		\$4,000
223-Subscriptions and publications	\$3,200	\$1,848	\$1,352
232-Legal fee		\$0	\$0
233-Engineering consulting	\$90,000	\$10,629	\$79,371
235-Professional fee	\$10,000	\$0	\$10,000
239-Training and education	\$12,750	\$13,578	(\$828)
251-Repair & maintenance - bridges	\$159,500	\$12,863	\$146,637
252-Repair & maintenance - buildings	\$28,190	\$21,685	\$6,505
253-Repair & maintenance - equipment	\$206,000	\$81,026	\$124,974
255-Repair & maintenance - vehicles	\$60,000	\$17,812	\$42,188
258-Contracted Services	\$189,861	\$61,849	\$128,012
259-Repair & maintenance - structural	\$1,201,050	\$181,888	\$1,019,162
261-Ice bridge construction	\$127,000	\$129,204	(\$2,204)
262-Rental - building and land	\$7,200	\$17,025	(\$9,825)
263-Rental - vehicle and equipment		\$0	\$0
266-Communications	\$15,500	\$5,904	\$9,596
271-Licenses and permits	\$3,225	\$76	\$3,149
272-Damage claims			\$0
274-Insurance	\$194,220	\$145,326	\$48,894
511-Goods and supplies	\$557,600	\$329,677	\$227,923
521-Fuel and oil	\$936,322	\$105,806	\$830,516
531-Chemicals and salt	\$145,000	\$67,887	\$77,113
530-Oil Dust Control	\$100,000	\$0	\$100,000
532-Calcium Dust Control	\$193,000	\$52,572	\$140,428
533-Grader blades	\$150,000	\$9,324	\$140,676
534-Gravel (apply; supply and apply)	\$2,548,000	\$227,986	\$2,320,014
535-Gravel reclamation cost	\$370,000	\$79,904	\$290,097
994-Change in Inventory	(\$612,489)	\$0	(\$612,489)
543-Natural gas	\$18,369	\$7,003	\$11,366
544-Electrical power	\$327,851	\$129,447	\$198,404
550-Carbon Tax	\$240,000	\$120,109	\$119,891
763/764-Contributed to Reserve	\$2,658,456	\$0	\$2,658,456
831-Interest - long term debt	\$289,504	(\$1,066)	\$290,570
832-Principle - Long term debt	\$970,253	\$173,632	\$796,621
Non-TCA projects		\$0	\$0
DRP Expenses			

Mackenzie County  
32-Transportation

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
TOTAL EXPENSES	\$15,215,543	\$3,678,280	\$11,537,263
Excluding Requisitions	\$15,215,543	\$3,678,280	\$11,537,263
995-Amortization of TCA	\$6,401,883	\$0	\$6,401,883



## Mackenzie County

## 33-Airport

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$32,500	\$10,351	\$22,149
560-Rental and lease revenue	\$44,630	\$18,299	\$26,331
597-Other revenue		\$0	\$0
930-Contribution from Operating Reserves	\$11,799	\$0	\$11,799
<b>TOTAL REVENUE</b>	<b>\$88,929</b>	<b>\$28,650</b>	<b>\$60,279</b>
Excluding Requisitions	\$88,929	\$28,650	\$60,279
OPERATING EXPENSES			
110-Wages and salaries	\$36,201		\$36,201
132-Benefits	\$7,119		\$7,119
136-WCB contributions	\$405	\$59	\$346
211-Travel and subsistence	\$1,300	\$1,146	\$154
214-Memberships & conference fees	\$3,000	\$3,682	(\$682)
215-Freight	\$500	\$0	\$500
223-Subscriptions and publications	\$300	\$200	\$100
233-Engineering consulting		\$0	\$0
235-Professional fee	\$38,000	\$17,624	\$20,376
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$5,000	\$858	\$4,142
253-Repair & maintenance - equipment	\$30,000	\$1,063	\$28,937
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$25,200	\$10,000	\$15,200
262-Rental - building and land	\$60,000	\$30,000	\$30,000
266-Communications	\$2,720	\$355	\$2,365
271-Licenses and permits	\$725	\$0	\$725
274-Insurance	\$7,316	\$5,473	\$1,843
511-Goods and supplies	\$1,000	\$545	\$455
521-Fuel and oil	\$1,125	\$0	\$1,125
531-Chemicals and salt	\$34,000	\$8,149	\$25,851
534-Gravel (apply; supply and apply)		\$0	\$0
994-Change in Inventory		\$0	\$0
543-Natural gas	\$15,818	\$4,040	\$11,778
544-Electrical power	\$35,934	\$17,940	\$17,994
Non-TCA projects	\$11,799	\$5,858	\$5,941
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$323,962</b>	<b>\$106,993</b>	<b>\$216,969</b>
Excluding Requisitions	\$323,962	\$106,993	\$216,969
995-Amortization of TCA	\$204,016	\$0	\$204,016

## Mackenzie County

## 41-Water Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$2,540	\$5,926	(\$3,386)
420-Sales of goods and services	\$69,000	\$30,117	\$38,883
421-Sale of water - metered	\$2,875,382	\$1,309,439	\$1,565,943
422-Sale of water - bulk	\$1,006,744	\$550,479	\$456,265
511-Penalties of AR and utilities	\$12,000	\$9,859	\$2,141
521-Offsite levy	\$20,000	\$0	\$20,000
597-Other revenue		\$2,167	(\$2,167)
930-Contribution from Operating Reserves	\$147,936	\$0	\$147,936
940-Contribution from Capital Reserves	\$51,245	\$0	\$51,245
<b>TOTAL REVENUE</b>	<b>\$4,184,847</b>	<b>\$1,907,987</b>	<b>\$2,276,860</b>
Excluding Requisitions	\$4,184,847	\$1,907,987	\$2,276,860
OPERATING EXPENSES			
110-Wages and salaries	\$699,154	\$264,708	\$434,446
132-Benefits	\$128,728	\$60,533	\$68,195
136-WCB contributions	\$7,927	\$1,148	\$6,779
150-Isolation cost	\$8,640	\$4,320	\$4,320
211-Travel and subsistence	\$39,600	\$7,183	\$32,417
214-Memberships & conference fees	\$3,020	\$866	\$2,154
215-Freight	\$84,100	\$30,175	\$53,926
216-Postage	\$21,500	\$0	\$21,500
217-Telephone	\$18,000	\$6,460	\$11,540
221-Advertising	\$500		\$500
233-Engineering consulting	\$51,000	\$4,252	\$46,748
239-Training and education	\$10,000	\$1,377	\$8,623
242-Computer programming	\$20,320	\$13,045	\$7,275
252-Repair & maintenance - buildings	\$25,050	\$17,068	\$7,982
253-Repair & maintenance - equipment	\$88,900	\$58,409	\$30,491
255-Repair & maintenance - vehicles	\$14,000	\$12,671	\$1,329
258-Contracted Services	\$29,400	\$4,460	\$24,940
259-Repair & maintenance - structural	\$89,100	\$45,423	\$43,677
262-Rental - building and land	\$3,200	\$1,723	\$1,478
263-Rental - vehicle and equipment	\$1,500	\$145	\$1,355
266-Communications	\$3,150	\$437	\$2,713
271-Licenses and permits	\$950	\$65	\$885
272-Damage claims			\$0
274-Insurance	\$124,943	\$111,992	\$12,951
511-Goods and supplies	\$328,400	\$187,946	\$140,454
515-Lab Testing	\$50,000	\$13,791	\$36,209
521-Fuel and oil	\$71,224	\$12,978	\$58,246
531-Chemicals and salt	\$140,300	\$57,011	\$83,289
994-Change in Inventory		\$0	\$0
543-Natural gas	\$94,582	\$35,112	\$59,470
544-Electrical power	\$266,418	\$117,529	\$148,889
763/764-Contributed to Reserve	\$1,330,227	\$0	\$1,330,227
831-Interest - long term debt	\$6,860	\$3,969	\$2,891
832-Principle - Long term debt	\$219,973	\$107,256	\$112,717
921-Bad Debt/922-Tax Cancellation/Writeoff	\$5,000		\$5,000
Non-TCA projects	\$199,181	\$63,470	\$135,711
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$4,184,847</b>	<b>\$1,245,519</b>	<b>\$2,939,328</b>
Excluding Requisitions	\$4,184,847	\$1,245,519	\$2,939,328
995-Amortization of TCA	\$1,446,068	\$0	\$1,446,068

Mackenzie County  
42-Sewer Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$5,301	\$12,369	(\$7,068)
421-Sale of water - metered	\$1,203,613	\$586,811	\$616,802
422-Sale of water - bulk	\$8,100	\$5,091	\$3,009
840-Provincial grants		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$1,217,014</b>	<b>\$604,271</b>	<b>\$612,743</b>
Excluding Requisitions	\$1,217,014	\$604,271	\$612,743
OPERATING EXPENSES			
110-Wages and salaries	\$408,638	\$160,648	\$247,990
132-Benefits	\$81,174	\$40,035	\$41,139
136-WCB contributions	\$4,641	\$671	\$3,970
150-Isolation cost	\$5,760	\$2,880	\$2,880
215-Freight	\$4,250	\$0	\$4,250
232-Legal fee			\$0
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750	\$0	\$1,750
253-Repair & maintenance - equipment	\$13,600	\$183	\$13,417
259-Repair & maintenance - structural	\$159,350	\$11,240	\$148,110
263-Rental - vehicle and equipment	\$3,000	\$0	\$3,000
274-Insurance	\$12,904	\$9,060	\$3,844
511-Goods and supplies	\$10,500	\$0	\$10,500
515-Lab Testing	\$5,500	\$0	\$5,500
531-Chemicals and salt	\$36,000	\$0	\$36,000
543-Natural gas	\$5,164	\$3,353	\$1,811
544-Electrical power	\$34,394	\$10,171	\$24,223
763/764-Contributed to Reserve	\$394,122	\$0	\$394,122
831-Interest - long term debt	\$5,787	\$246	\$5,541
832-Principle - Long term debt	\$24,480	\$6,051	\$18,429
Non-TCA projects		\$0	\$0
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,217,014</b>	<b>\$244,539</b>	<b>\$972,475</b>
Excluding Requisitions	\$1,217,014	\$244,539	\$972,475
995-Amortization of TCA	\$698,464	\$0	\$698,464

Mackenzie County  
43-Solid Waste Disposal

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$439,520	\$214,348	\$225,172
909-Other Sources -Grants		\$0	\$0
930-Contribution from Operating Reserves		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$439,520</b>	<b>\$214,348</b>	<b>\$225,172</b>
Excluding Requisitions	\$439,520	\$214,348	\$225,172
OPERATING EXPENSES			
110-Wages and salaries	\$60,064	\$15,591	\$44,473
132-Benefits	\$11,271	\$4,371	\$6,900
136-WCB contributions	\$673	\$99	\$574
214-Memberships & conference fees		\$0	\$0
221-Advertising	\$2,000		\$2,000
243-Waste Management	\$454,064	\$207,679	\$246,385
252-Repair & maintenance - buildings	\$5,400	\$965	\$4,435
253-Repair & maintenance - equipment	\$12,750	\$262	\$12,488
258-Contracted Services	\$137,752	\$53,938	\$83,814
259-Repair & maintenance - structural	\$27,100	\$0	\$27,100
271-Licenses and permits	\$200	\$0	\$200
274-Insurance	\$5,663	\$4,493	\$1,170
511-Goods and supplies	\$2,100	\$78	\$2,022
521-Fuel and oil	\$13,985	\$0	\$13,985
544-Electrical power	\$13,919	\$7,992	\$5,927
810-Interest and service charges	\$1,360	\$576	\$784
Non-TCA projects		\$0	\$0
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$748,301</b>	<b>\$296,043</b>	<b>\$452,258</b>
Excluding Requisitions	\$748,301	\$296,043	\$452,258
995-Amortization of TCA	\$16,359	\$0	\$16,359

Mackenzie County  
51-Family Community Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
840-Provincial grants	\$312,123	\$156,061	\$156,062
930-Contribution from Operating Reserves		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$312,123</b>	<b>\$156,061</b>	<b>\$156,062</b>
Excluding Requisitions	\$312,123	\$156,061	\$156,062
OPERATING EXPENSES			
255-Repair & maintenance - vehicles		\$0	\$0
274-Insurance	\$48	\$345	(\$297)
511-Goods and supplies		\$0	\$0
735-Grants to other organizations	\$845,504	\$535,065	\$310,439
763/764-Contributed to Reserve	\$20,000	\$0	\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$865,552</b>	<b>\$535,410</b>	<b>\$330,142</b>
Excluding Requisitions	\$865,552	\$535,410	\$330,142

Mackenzie County  
61-Planning Development

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$23,000	\$30,766	(\$7,766)
424-Sale of land	\$10,000		\$10,000
520-Licenses and permits	\$50,000	\$63,615	(\$13,615)
522-Municipal reserve revenue	\$50,000	\$21,638	\$28,362
526-Safety code permits	\$350,000	\$126,932	\$223,068
525-Subdivision fees	\$125,000	\$55,825	\$69,175
531-Safety code fees	\$12,000	\$4,974	\$7,026
560-Rental and lease revenue		\$0	\$0
597-Other revenue		\$0	\$0
630-Sale of non-TCA equipment			\$0
840-Provincial grants	\$43,550	\$0	\$43,550
930-Contribution from Operating Reserves	\$337,787	\$0	\$337,787
<b>TOTAL REVENUE</b>	<b>\$1,001,337</b>	<b>\$303,750</b>	<b>\$697,587</b>
Excluding Requisitions	\$1,001,337	\$303,750	\$697,587
OPERATING EXPENSES			
110-Wages and salaries	\$653,233	\$291,034	\$362,199
132-Benefits	\$149,336	\$79,789	\$69,547
136-WCB contributions	\$7,316	\$1,073	\$6,243
211-Travel and subsistence	\$6,000	\$464	\$5,536
212-Promotional expense			\$0
214-Memberships & conference fees	\$4,500	\$3,263	\$1,237
215-Freight	\$1,500	\$177	\$1,323
216-Postage	\$5,900	\$0	\$5,900
217-Telephone	\$960	\$360	\$600
221-Advertising	\$4,500	\$0	\$4,500
232-Legal fee	\$10,000	\$2,466	\$7,534
233-Engineering consulting	\$30,000	\$14,977	\$15,023
235-Professional fee	\$25,000	\$37,363	(\$12,363)
239-Training and education	\$5,150	\$0	\$5,150
242-Computer programming	\$74,340	\$7,149	\$67,191
255-Repair & maintenance - vehicles		\$0	\$0
258-Contracted Services	\$210,000	\$143,020	\$66,980
263-Rental - vehicle and equipment	\$5,400	\$450	\$4,950
266-Communications		\$840	(\$840)
271-Licenses and permits	\$12,000	\$4,451	\$7,549
272-Damage claims		\$0	\$0
274-Insurance	\$5,395	\$3,286	\$2,109
511-Goods and supplies	\$20,500	\$13,625	\$6,875
521-Fuel and oil	\$9,022	\$1,312	\$7,710
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$431,337	\$89,387	\$341,950
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,721,389</b>	<b>\$694,485</b>	<b>\$1,026,904</b>
Excluding Requisitions	\$1,721,389	\$694,485	\$1,026,904
995-Amortization of TCA	\$18,565	\$0	\$18,565

Mackenzie County  
63-Agriculture

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$9,000	\$9,802	(\$802)
560-Rental and lease revenue	\$34,303	\$29,958	\$4,346
597-Other revenue		\$0	\$0
840-Provincial grants	\$263,380	\$0	\$263,380
909-Other Sources -Grants		\$22,760	(\$22,760)
930-Contribution from Operating Reserves	\$36,514	\$0	\$36,514
<b>TOTAL REVENUE</b>	<b>\$343,197</b>	<b>\$62,520</b>	<b>\$280,677</b>
Excluding Requisitions	\$343,197	\$62,520	\$280,677
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$284,482	\$126,389	\$158,093
132-Benefits	\$51,827	\$29,199	\$22,628
136-WCB contributions	\$3,186	\$467	\$2,719
211-Travel and subsistence	\$5,575	\$449	\$5,126
212-Promotional expense	\$2,000	\$0	\$2,000
214-Memberships & conference fees	\$1,575	\$770	\$805
216-Postage			\$0
217-Telephone	\$1,020	\$861	\$159
221-Advertising	\$2,500	\$130	\$2,370
233-Engineering consulting	\$20,000		\$20,000
235-Professional fee	\$71,600	\$74,521	(\$2,921)
239-Training and education	\$1,050	\$290	\$760
242-Computer programming	\$9,000	\$0	\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$5,000	\$5	\$4,995
255-Repair & maintenance - vehicles	\$8,000	\$97	\$7,903
258-Contracted Services			\$0
259-Repair & maintenance - structural	\$276,500	\$117,539	\$158,961
260-Roadside Mowing & Spraying	\$468,444	\$0	\$468,444
263-Rental - vehicle and equipment	\$4,000	\$0	\$4,000
266-Communications		\$0	\$0
271-Licenses and permits		\$0	\$0
272-Damage claims		\$0	\$0
274-Insurance	\$18,855	\$11,036	\$7,819
511-Goods and supplies	\$59,900	\$12,804	\$47,096
521-Fuel and oil	\$24,223	\$1,877	\$22,346
531-Chemicals and salt	\$90,000	\$89,768	\$232
994-Change in Inventory		\$0	\$0
735-Grants to other organizations	\$145,000	\$75,301	\$69,699
763/764-Contributed to Reserve	\$500,000	\$0	\$500,000
Non-TCA projects	\$123,647	\$63,379	\$60,268
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$2,177,884</b>	<b>\$604,881</b>	<b>\$1,573,003</b>
Excluding Requisitions	\$2,177,884	\$604,881	\$1,573,003
995-Amortization of TCA	\$39,446	\$0	\$39,446

Mackenzie County  
64-Projects Infrastructure

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
OPERATING EXPENSES			
110-Wages and salaries	\$272,319	\$142,977	\$129,342
132-Benefits	\$54,427	\$23,075	\$31,352
136-WCB contributions	\$2,350	\$447	\$1,903
211-Travel and subsistence	\$5,000	\$3,332	\$1,668
212-Promotional expense	\$2,000		\$2,000
214-Memberships & conference fees	\$5,720	\$3,203	\$2,518
215-Freight	\$500	\$43	\$457
216-Postage	\$100		\$100
217-Telephone	\$980	\$180	\$800
221-Advertising	\$500		\$500
233-Engineering consulting	\$10,000		\$10,000
235-Professional fee	\$20,000		\$20,000
239-Training and education	\$1,250	\$45	\$1,205
255-Repair & maintenance - vehicles	\$2,000		\$2,000
258-Contracted Services	\$40,000	\$5,557	\$34,443
266-Communications		\$375	(\$375)
274-Insurance		\$471	(\$471)
511-Goods and supplies	\$500		\$500
521-Fuel and oil		\$1,957	(\$1,957)
Non-TCA projects	\$120,000		\$120,000
DRP Expenses			
TOTAL EXPENSES	<u>\$537,646</u>	<u>\$181,662</u>	<u>\$355,984</u>
Excluding Requisitions	\$537,646	\$181,662	\$355,984



Mackenzie County  
71-Recreation Department

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
909-Other Sources -Grants	\$5,000		\$5,000
930-Contribution from Operating Reserves		\$0	\$0
940-Contribution from Capital Reserves	\$6,500	\$0	\$6,500
<b>TOTAL REVENUE</b>	<b>\$11,500</b>	<b>\$0</b>	<b>\$11,500</b>
Excluding Requisitions	\$11,500	\$0	\$11,500
OPERATING EXPENSES			
274-Insurance	\$93,835	\$62,068	\$31,767
511-Goods and supplies		\$0	\$0
735-Grants to other organizations	\$1,255,275	\$603,589	\$651,687
763/764-Contributed to Reserve	\$110,000	\$0	\$110,000
831-Interest - long term debt		\$0	\$0
832-Principle - Long term debt			\$0
Non-TCA projects	\$52,901	\$13,115	\$39,786
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,512,011</b>	<b>\$678,771</b>	<b>\$833,240</b>
Excluding Requisitions	\$1,512,011	\$678,771	\$833,240
995-Amortization of TCA	\$655,958	\$0	\$655,958

	Mackenzie County 72-Parks Playgrounds		\$ Variance
	2024 Budget	2024 Actual Total	(Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$57,560	\$4,972	\$52,588
597-Other revenue		\$0	\$0
930-Contribution from Operating Reserves		\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$57,560</b>	<b>\$4,972</b>	<b>\$52,588</b>
Excluding Requisitions	\$57,560	\$4,972	\$52,588
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$114,358	\$52,821	\$61,537
132-Benefits	\$16,406	\$11,704	\$4,702
136-WCB contributions	\$1,281	\$188	\$1,093
211-Travel and subsistence	\$1,400	\$501	\$899
214-Memberships & conference fees	\$1,720	\$0	\$1,720
215-Freight	\$1,100	\$57	\$1,043
217-Telephone	\$1,000	\$803	\$197
221-Advertising	\$2,000	\$89	\$1,911
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$100		\$100
239-Training and education		\$0	\$0
252-Repair & maintenance - buildings	\$8,000	\$0	\$8,000
253-Repair & maintenance - equipment	\$19,000	\$1,292	\$17,708
255-Repair & maintenance - vehicles	\$12,000	\$1,436	\$10,564
258-Contracted Services	\$97,700	\$8,239	\$89,461
259-Repair & maintenance - structural	\$89,300	\$22,822	\$66,478
266-Communications	\$4,060	\$0	\$4,060
271-Licenses and permits	\$4,000	\$0	\$4,000
272-Damage claims			\$0
274-Insurance	\$2,985	\$2,755	\$230
511-Goods and supplies	\$33,300	\$7,309	\$25,991
521-Fuel and oil	\$2,490	\$0	\$2,490
994-Change in Inventory		\$0	\$0
543-Natural gas	\$760	\$332	\$428
544-Electrical power	\$2,185	\$688	\$1,497
763/764-Contributed to Reserve	\$50,000	\$0	\$50,000
Non-TCA projects	\$20,000	\$4,049	\$15,951
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$505,145</b>	<b>\$115,085</b>	<b>\$390,060</b>
Excluding Requisitions	\$505,145	\$115,085	\$390,060
995-Amortization of TCA	\$121,432	\$0	\$121,432

Mackenzie County

73-Tourism

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
<hr/>			
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OPERATING EXPENSES			
212-Promotional expense	\$40,000	\$6,877	\$33,123
214-Memberships & conference fees	\$17,500	\$14,375	\$3,125
221-Advertising	\$10,775	\$8,775	\$2,000
DRP Expenses			
TOTAL EXPENSES	<u>\$68,275</u>	<u>\$30,027</u>	<u>\$38,248</u>
Excluding Requisitions	\$68,275	\$30,027	\$38,248

Mackenzie County  
74-Library Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
940-Contribution from Capital Reserves	\$20,000		\$20,000
<b>TOTAL REVENUE</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
Excluding Requisitions	\$20,000	\$0	\$20,000
OPERATING EXPENSES			
232-Legal fee		\$3,697	(\$3,697)
252-Repair & maintenance - buildings	\$10,000		\$10,000
274-Insurance	\$7,622	\$3,643	\$3,979
735-Grants to other organizations	\$259,442	\$128,288	\$131,154
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$297,064</b>	<b>\$135,628</b>	<b>\$161,436</b>
Excluding Requisitions	\$297,064	\$135,628	\$161,436



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Councillor Expense Claims</b>

## **BACKGROUND / PROPOSAL:**

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

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

- June – All Councillors.

## **OPTIONS & BENEFITS:**

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

2024 Operating Budget

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

1326-24 Honorariums and Expense Reimbursement Bylaw

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Councillor Expense Claims for June 2024 be received for information.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Members at Large Expense Claims</b>

**BACKGROUND / PROPOSAL:**

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

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

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

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2024 Operating Budget.

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

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

Bylaw 1326-24- Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Member at Large Expense Claims for June 2024 be received for information.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1345-24 Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17.</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County intends to consolidate Plan 962 4275, Block 04, Lots 13-17 in the hamlet of Zama. Currently these lots are empty and will become one title. The proposed consolidation will be redesignated as Municipal Reserve as per Council Direction.

The consolidated lot will be approximately 10.44 Acres (4.23 ha).

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Current costs will consist of advertising the public hearing and adjacent landowner letters.

**COMMUNICATION/PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

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

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1345-24 being a Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17, subject to public hearing input.

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

**BYLAW NO. 1345-24**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF A PARTIAL PLAN CANCELLATION AND**  
**CONSOLIDATION IN ACCORDANCE**  
**WITH SECTION 658 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that a portion of a subdivision, as outlined in Schedule “A” hereto attached, be subject to cancellation, and

**WHEREAS**, Council of Mackenzie County has determined that Plan 962 4275, Block 04, Lots 13-17 be consolidated; and

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

1. That Subdivision Plan 962 4275, Block 04, Lots 13-17 as outlined in Schedule “A” hereto attached, are hereby cancelled in full and shall be consolidated as Lot 18.

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

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

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

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

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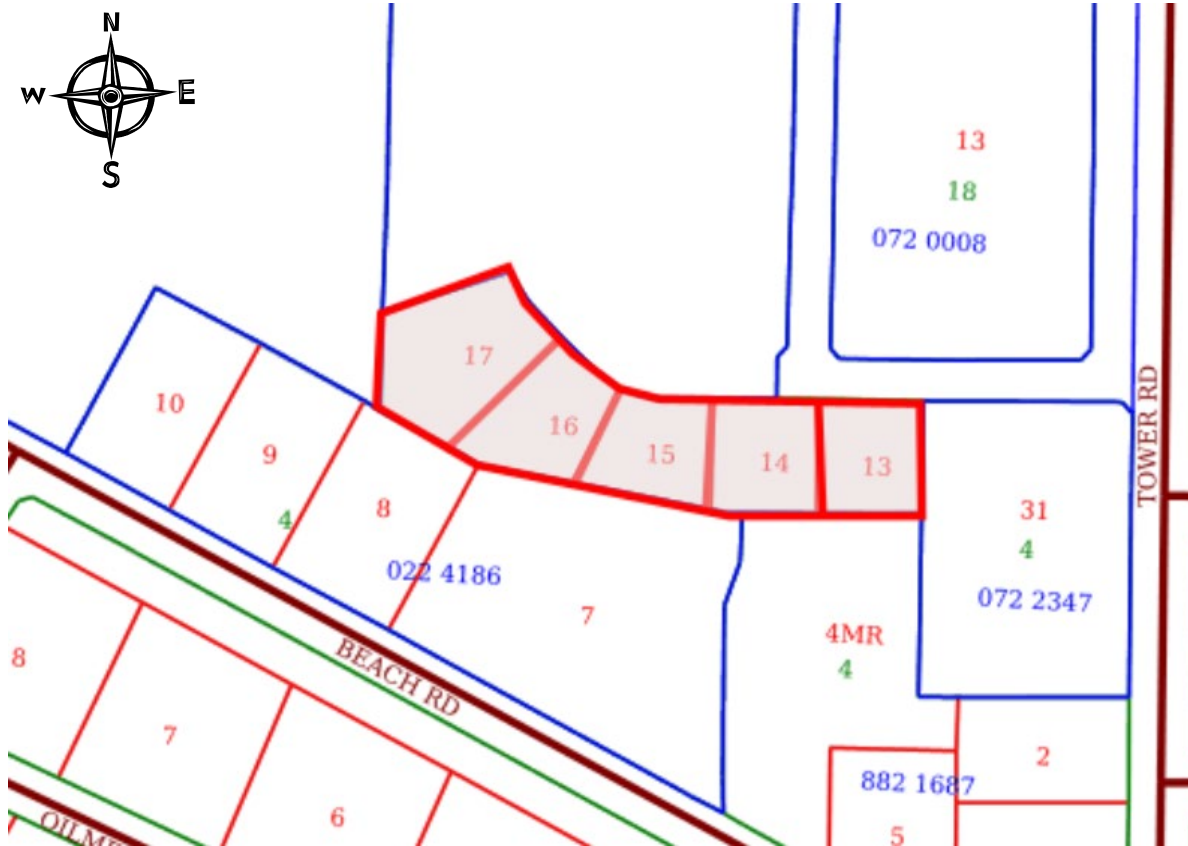
Joshua Knelsen  
Reeve

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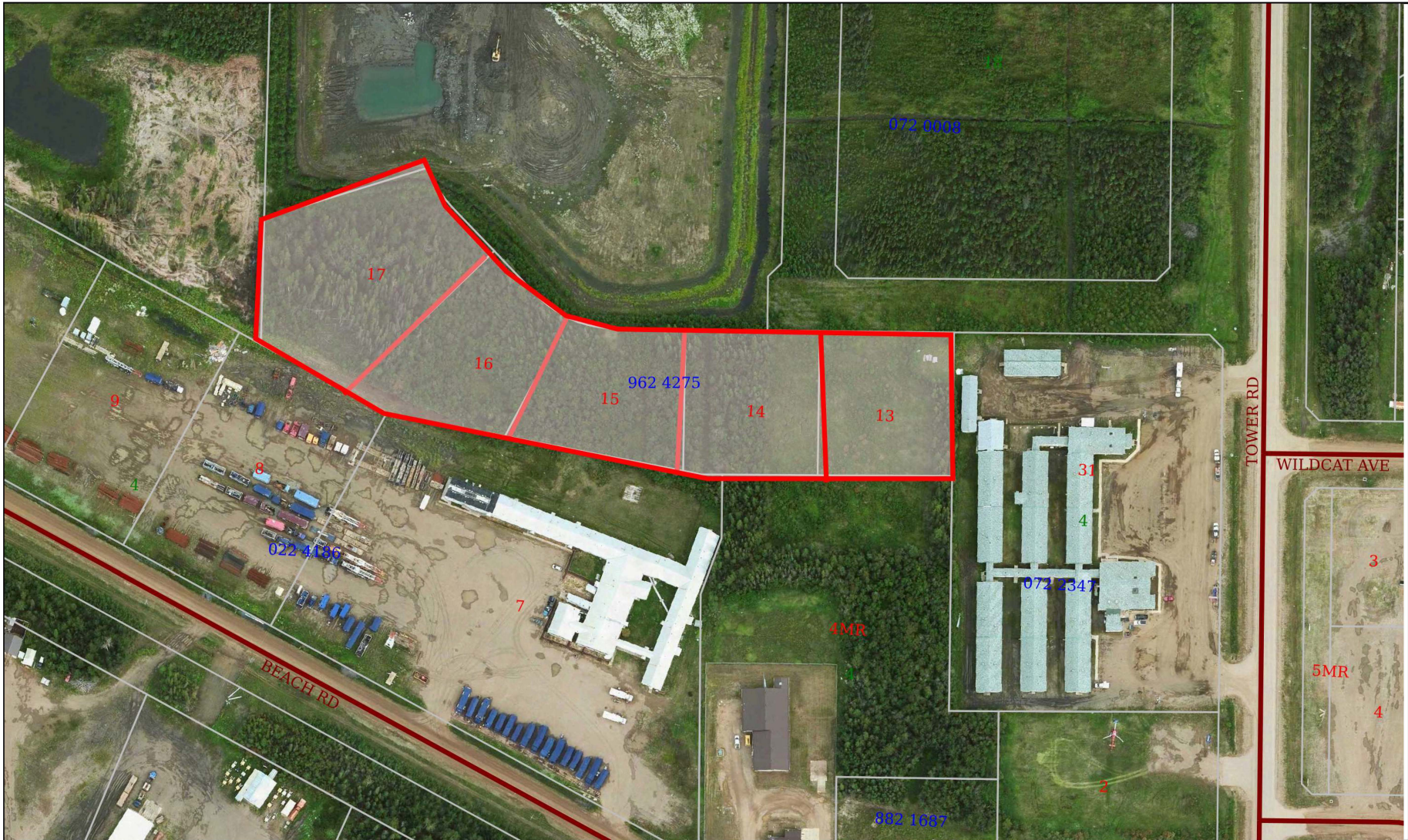
Darrell Derksen  
Chief Administrative Officer

**BYLAW No. 1345-24**

**SCHEDULE "A"**

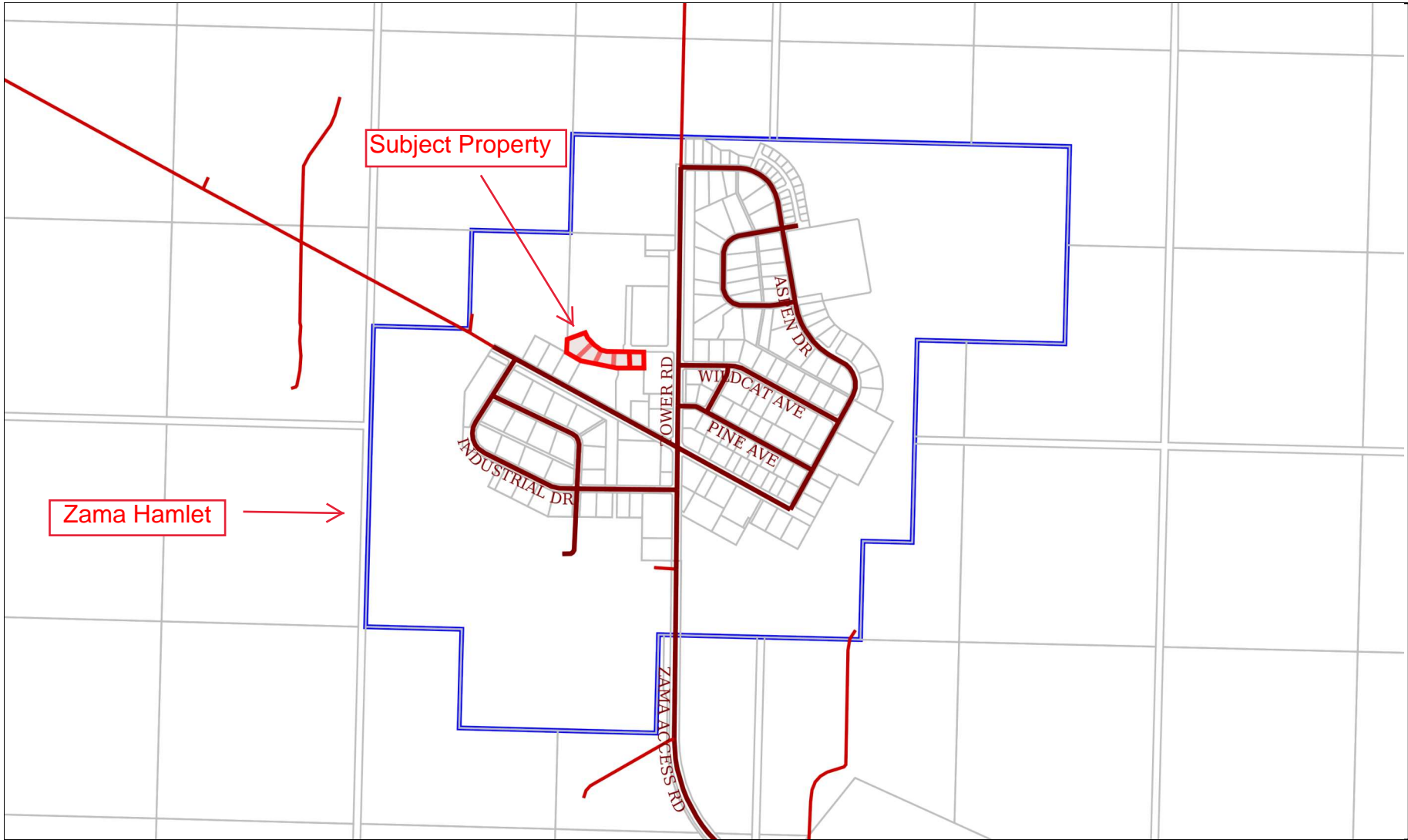






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Scale 1: 22,517

1 Mi  
1 Km



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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Development Statistics Report – January to June 2024</b>

## **BACKGROUND / PROPOSAL:**

The following are the total number of issued permits for each year from January 1<sup>st</sup> to December 31<sup>st</sup>. For 2024, the number of issued permits are from January to June. In addition, a comparison of approved development permits is included for the past five (5) years from January 1<sup>st</sup> to June 30<sup>th</sup>.

### **Approved Development Permit Applications (Annual)**

- 2020 Development Permits      \*392 permits (construction value \$70,574,441.00)
- 2021 Development Permits      301 permits (construction value \$70,886,683.00)
- 2022 Development Permits      363 permits (construction value \$78,968,804.00)
- 2023 Development Permits      279 permits (construction value \$56,826,915.00)
- 2024 Development Permits      133 permits (construction value \$30,930,094.00)

(January to June 2024)

*\*107 permits due to the FV Flood Recovery in 2020*

### **Approved Development Permit Applications (First Half)**

(January 1<sup>st</sup> to June 30<sup>th</sup>)

- 2020 Development Permits      161 permits

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

- 2021 Development Permits 159 permits
- 2022 Development Permits 133 permits
- 2023 Development Permits 145 permits
- 2024 Development Permits 133 permits

**Issued Building Permits (Annual)**

- 2020 Building Permits 288 permits (value \$22,865,960.89)
- 2021 Building Permits 215 permits (value \$61,411,419.48)
- 2022 Building Permits 172 permits (value \$37,923,806.00)
- 2023 Building Permits 201 permits (value \$28,787,994.00)
- 2024 Building Permits 79 permits (value \$17,227,500.00)

(January to June 2024)

*\*These numbers include all development that required a building permit.*

**New Subdivision Applications (Annual)**

- 2020 subdivisions 40 applications
- 2021 subdivisions 73 applications
- 2022 subdivisions 62 applications
- 2023 subdivisions 50 applications
- 2024 subdivisions 26 applications

(January to June 2024)

Total amount of **acres** subdivided in 2024 is **332.36**

- **Total Rural:** 300.23 acres
  - *Vacant land:* 172.40 acres
  - *Existing yard sites:* 127.83 acres
- **Total Urban:** 32.13 acres
  - *Fort Vermilion:* 0 acres
  - *La Crete:* 32.13 acres

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



**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the development statistics report for January to June 2024 be received for information.

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

## Total Approved Development Permits by Year

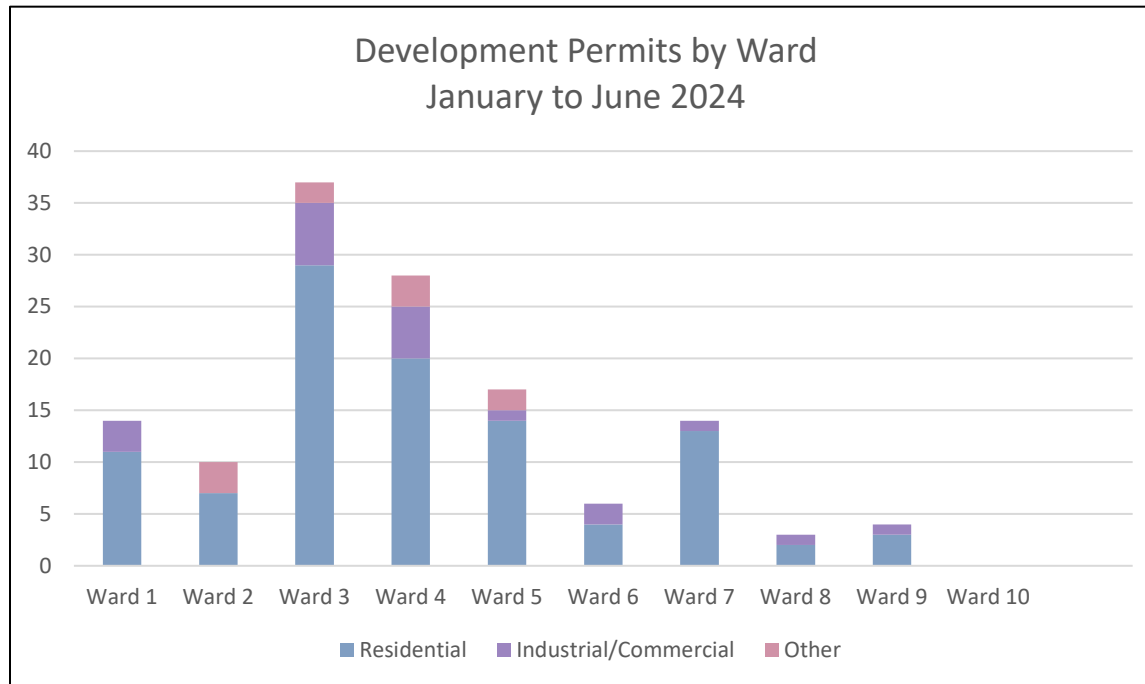
Type of Development	<b>*2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>*2024 Jan- June</b>
Residential	319	231	187	211	103
Industrial & Commercial	45	40	55	58	20
Other	28	30	21	10	10
<b>Total</b>	<b>392</b>	<b>301</b>	<b>263</b>	<b>279</b>	<b>133</b>

*\*107 permits due to the FV Flood Recovery in 2020*



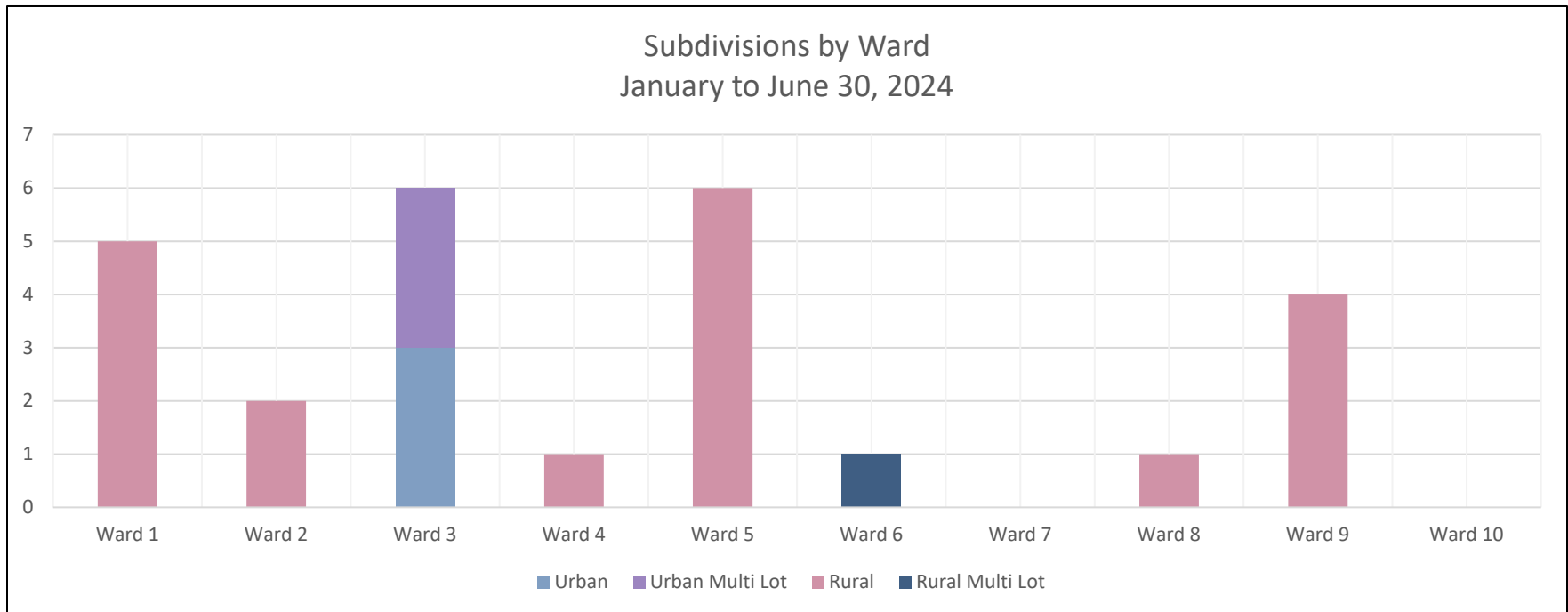
**Approved Development Permits by Ward**  
**January to June 2024**

<b>Type of Development</b>	<b>Ward 1</b>	<b>Ward 2</b>	<b>Ward 3</b>	<b>Ward 4</b>	<b>Ward 5</b>	<b>Ward 6</b>	<b>Ward 7</b>	<b>Ward 8</b>	<b>Ward 9</b>	<b>Ward 10</b>	<b>Total</b>
Residential	11	7	29	20	14	4	13	2	3	0	<b>103</b>
Industrial & Commercial	3	0	6	5	1	2	1	1	1	0	<b>20</b>
Other	0	3	2	3	2	0	0	0	0	0	<b>10</b>
<b>Total</b>	<b>14</b>	<b>10</b>	<b>37</b>	<b>28</b>	<b>17</b>	<b>6</b>	<b>14</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>133</b>



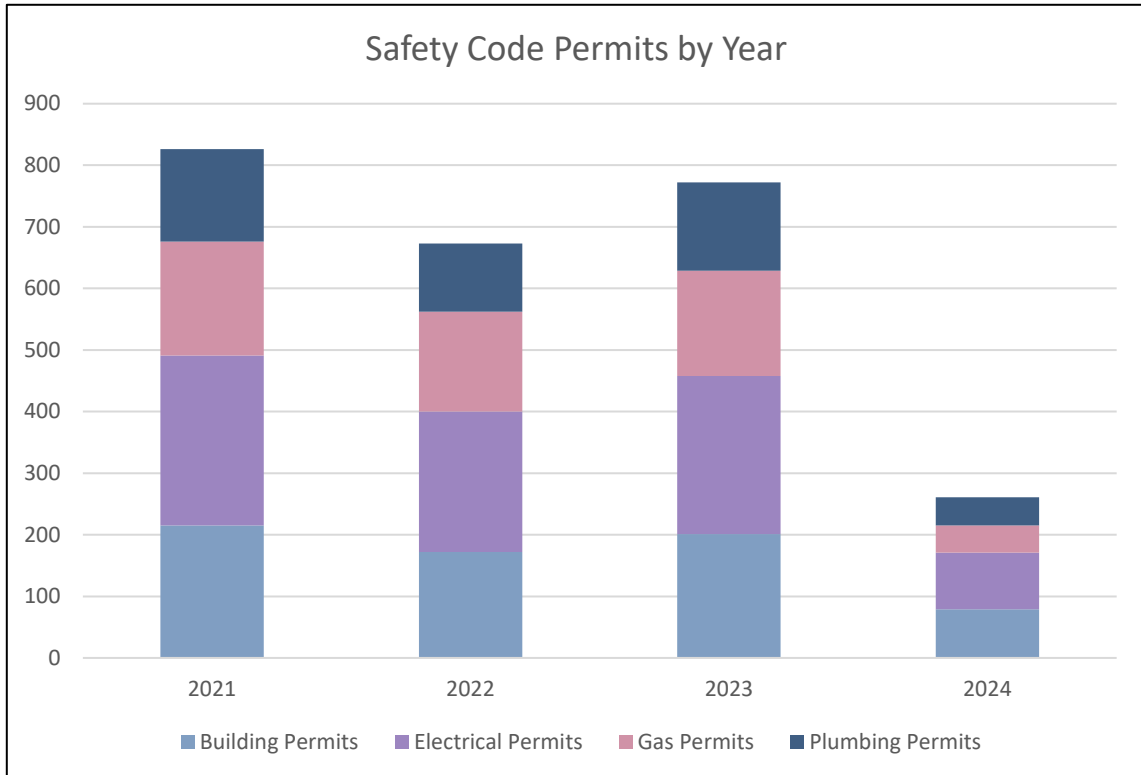
**Subdivision Applications by Ward**  
**January to June 30, 2024**

Type of Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	3	0	0	0	0	0	0	0	3
Urban Multi Lot	0	0	3	0	0	0	0	0	0	0	3
Rural	5	2	0	1	6	0	0	1	4	0	19
Rural Multi Lot	0	0	0	0	0	1	0	0	0	0	1
<b>Total</b>	<b>5</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>26</b>



### Total Issued Safety Code Permits by Year

Type of Safety Codes	2020	2021	2022	2023	*2024 Jan-June
Building	288	215	172	201	79
Electrical	316	276	228	257	92
Gas	252	185	162	171	44
Plumbing	183	150	111	143	46
<b>Total</b>	<b>1039</b>	<b>826</b>	<b>673</b>	<b>772</b>	<b>261</b>







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Ward Boundary and Council Structure Review</b>

**BACKGROUND / PROPOSAL:**

The Minister of Municipal Affairs informed Mackenzie County on January 31, 2024 that the ministry will be procuring a third-party consultant to prepare a report on council structure and ward boundaries in Mackenzie County.

Transitional Solutions Inc. was contracted and completed a review during the spring of 2024.

The letter from Minister McIver and the report are attached for your review. A meeting with the Minister will be scheduled during a time that is convenient for the ministry.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Ward Boundary and Council Structure Review be received for information.

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





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR114966

June 19, 2024

Reeve Joshua Knelsen  
Mackenzie County  
PO Box 640  
4511 - 46 Avenue  
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen and Council:

I am writing to follow up on my letter of January 31, 2024, in which I shared that I had directed department staff to procure a third-party consultant to prepare a report on council structure and ward boundaries in Mackenzie County. As you know, we contracted Transitional Solutions Inc. for this project, and I have now received the report, which is attached for your review. I would like to extend my sincere appreciation to council and administration for your valuable input and cooperation throughout the review process.

The report presents several recommendations, with the first eight tied specifically to ward boundary and governance structure considerations. The final three recommendations aim to strengthen the state of local governance for Mackenzie County after restructuring is complete.

This report was undertaken in a fully objective manner, without bias or preconceived notion. All recommendations were developed based on the most up-to-date information provided to the consultant, and their understanding of current circumstances, along with input obtained through research, engagement, and comparator analysis.

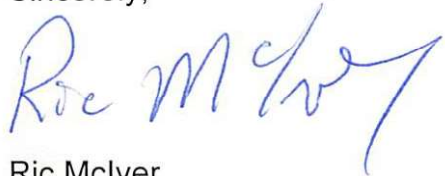
Having reviewed the report, I would like to meet with your council to discuss its findings, recommendations, and hear your perspectives on next steps.

I urge council to consider the consultant's recommendations and provide me with feedback, through a council resolution made in a council meeting, on how the county wants to proceed. Time is crucial, as the nomination period for the next general election starts on January 1, 2025. Some options may require public consultation, which would require additional time and planning.

.../2

My Scheduling Coordinator, Camille Hauck, will be in contact shortly to arrange a meeting.

Sincerely,



Ric McIver  
Minister

Attachment: Mackenzie County Municipal Ward Boundary and Council Structure Review

cc: Honourable Dan Williams, MLA, Peace River  
Brandy Cox, Deputy Minister, Municipal Affairs  
Darrell Derksen, Chief Administrative Officer, Mackenzie County  
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division,  
Municipal Affairs  
Camille Hauck, Scheduling Coordinator to the Minister of Municipal Affairs

# Mackenzie County Municipal Ward Boundary and Council Structure Review

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2024



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# Introduction

Transitional Solutions Inc. (TSI) was engaged by Alberta Municipal Affairs in March 2024 to undertake an in-depth Governance Review of Mackenzie County, Alberta, including a Ward Boundary Review. This project was officially kicked off with an initiation meeting on March 21, 2024, ensuring a shared understanding of project scope, deliverables and expectations between Alberta Municipal Affairs and the TSI project team.

The project scope agreed upon includes:

- Conducting extensive research on Mackenzie County’s Council structure, ward boundaries, and municipal designation as a Specialized Municipality.
- Assessing how Mackenzie County has changed over time, and the impacts of those changes on historical structures.
- Reviewing the conditions which led to the County’s designation as a Specialized Municipality in 1999, including assessing whether that designation remains appropriate.
- Engaging government stakeholders – County Council, County Administration, and members of Municipal Affairs – through interviews to further explore what is and what is not currently working in the County from a governance perspective.
- Identifying potential changes of perceived positive impact to:
  - Mackenzie County ward boundaries and governance structures.
  - Orders in Council 264/99 and 54/2001, which could improve County governance.
- Conducting a jurisdictional and municipal comparator analysis through a cross-jurisdictional scan of relevance to the County’s current situation.

To properly implement the full scope of work associated with completing this project in a timely, efficient, and effective manner, the TSI team broke this project into four core areas of deliverables:

1. Project Start-up and Initial Planning
2. Discovery, Document Review and Research, Data Analysis, and Comparator Analysis
3. Member Engagement
4. Final Analysis and Report Development

This process was undertaken in a fully objective manner, without bias or preconceived notion. The TSI team has developed recommendations for the Minister of Municipal Affairs which fulfil the requests of the Ministry in engaging TSI to undertake this process. All recommendations were developed based on the most current information provided to TSI, and our understanding of current circumstances, along with input obtained through research, engagement, and comparator analysis. In addition to recommendations, this report outlines options for consideration, which may be of value to Municipal Affairs in addressing Mackenzie County’s needs, but which would require more work to be undertaken beyond the scope of this project or beyond what is currently legislated within the *Municipal Government Act (MGA)*.



## Current State

This project began with a review of current state, including the current governance structure of 10 wards within Mackenzie County, with each ward represented by one Councillor serving a four-year term, unless elected through by-election. The elected Council then appoints a Reeve and a Deputy Reeve on an annual basis, as is consistent with legislative requirements outlined in the MGA s.150(3), and which is comparable to the manner in which the chief elected official is selected in many other municipalities throughout Alberta. It is, by nature, not comparable to how the chief elected official is selected in all Specialized Municipalities; each municipality throughout the province is empowered through the MGA to pass bylaws that establish whether the chief elected official is elected by the community at large, or appointed from within – unless modified through specialized status.

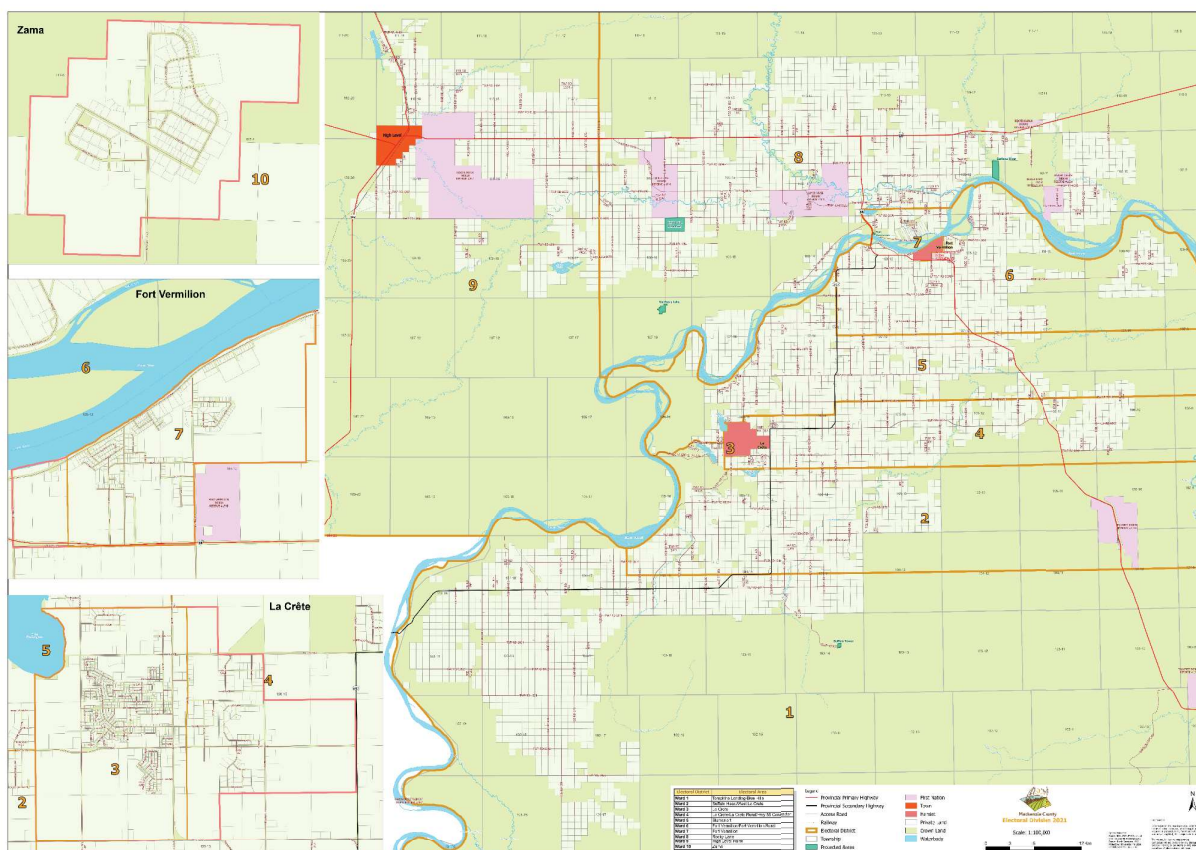


Figure 1 Current Mackenzie County electoral wards

Overall, the County has seen a significant population increase of 12.3% over a five-year span leading up to 2022 (avg. annual increase of 3.36%) for a population of 13,204. The majority of this growth is being experienced in urban areas within the County, representing the two Hamlets, with a significant amount of growth specifically taking place in La Crête, hosting a population of 3,856 in 2021<sup>1</sup>, surrounded by country residential areas. This marks a notable population increase for La Crête of 6.3% during a five-

<sup>1</sup> [Statistics Canada Census Profile – La Crête](#). February 1, 2023. Accessed April 7, 2024.

year period dating back to 2016, exceeding the full County growth rate. Though it has a smaller population, with a five-year growth rate of 17.8%, Fort Vermilion is the fastest-growing area of the County, climbing to 753 residents in 2021 from 639 in 2016<sup>2</sup>.

Research and engagement indicated a declining population in specific parts of Mackenzie County – particularly in rural areas, with emphasis placed on Zama City, which hosts a current population hovering somewhere around 40 residents, based on anecdotal information obtained through engagement. Official figures point to a 2021 population of 52 residents in Zama, down nearly 30% over the course of five years, dating back to 2016<sup>3</sup>. This population decrease is attributed largely to a mass exodus of industry in the Zama area, and carries particular impact to the electoral representation of Ward 10, which is currently overrepresented.

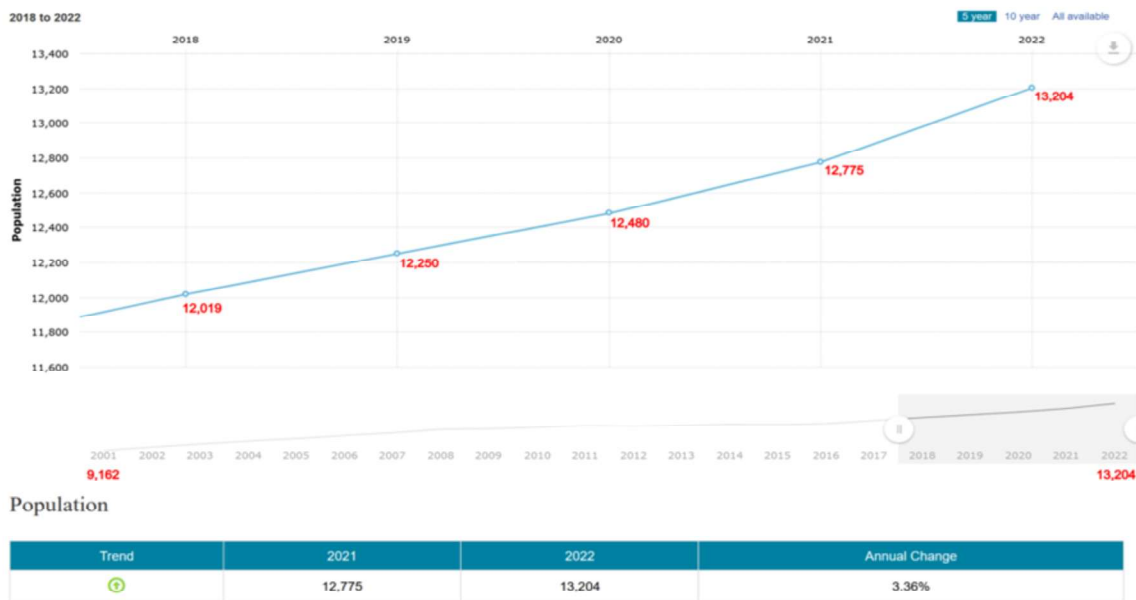


Figure 2 Mackenzie County five-year population change – 2018-2022

The population disparity between the urban areas (Hamlets) and rural settings within the County are comparable to what is being experienced in other areas of Alberta, with a significant population decline across rural settings<sup>4</sup>. In 2022, the province’s 18 cities accounted for 70.4% of Alberta’s total population – up nearly 5% over a 20-year span. Similarly, between 2011 and 2021, close to half of all Alberta villages and one-quarter of the province’s towns witnessed a population decrease of more than 5%. This rural

<sup>2</sup> [Statistics Canada Census Profile – Fort Vermilion](#). February 1, 2023. Accessed April 7, 2024.

<sup>3</sup> [Statistics Canada Census Profile – Zama City](#). February 1, 2023. Accessed April 7, 2024.

<sup>4</sup> McQuillan, K. & M. Laszlo, University of Calgary School of Public Policy. “[Population Growth and Population Aging in Alberta Municipalities](#).” *Future of Municipal Government Series*. Volume 15:17. June 2022. Retrieved March 17, 2024.

population decline is expected to accelerate in the coming years, as a median age of 61 in Alberta villages and towns means seniors significantly outnumber younger residents.

Fort Vermilion's growth goes against this trend, with the Hamlet's senior population (65+) representing just 10.6% of the population; and La Crete's senior population representing just 13.9% of the Hamlet's population. Meanwhile, the two communities have a youth (0-14 years) population that accounts for 29.8% and 27.4% of the total resident makeup, respectively.

These figures are based on the most recent data available at the time of this report's creation. Mackenzie County is currently executing a municipal census, the results of which were not available by the time at which this report was developed. It is anticipated that municipal census figures for Mackenzie County will be available for review sometime near the end of August 2024.

A great majority of the industrial/linear/M&E assessments are located within Wards 9 and 10, representing the largest land mass of the County, while the majority of the County's population resides in Wards 1 through 5. The challenges this creates were acknowledged by Alberta Municipal Affairs in its 2021 Viability Assessment and Restructuring report for the Mackenzie Region<sup>5</sup>, which states the following key findings:

#### **Conclusions**

- 1) The Eastside municipality would not be financially viable without a combination of:
  - a. a significant residential and non-residential tax increase;
  - b. a significant reduction in costs and service levels; and
  - c. ongoing funding from the Westside municipality.
- 2) Restructuring will create a have/have not relationship between the two municipalities resulting in inequitable treatment of the majority of the population situated within Eastside.
- 3) The current economic volatility in the region threatens the stability of a municipal viability that would be heavily reliant on revenue sharing.
- 4) Due to the long-standing issues and conflict contributing to the current request, it may be appropriate for Municipal Affairs to lead the Eastside ward boundary review, if the restructuring were to proceed.

*Figure 3 Conclusions outlined in 2021 Viability Assessment and Restructuring Report for the Mackenzie Region*

Even at the time that viability assessment was undertaken, however, there was a great population disparity between Wards 1-5 and Wards 6-10 (see Fig. 6). All members interviewed as part of engagement conducted through this process were emphatic in stating this disparity has worsened since that time.

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<sup>5</sup> [2021 Mackenzie Region Municipal Restructuring Project Viability Assessment](#). Alberta Municipal Affairs. November 2021. Retrieved April 2, 2024.



## Specialized Municipality

Noted as the “largest County in Canada,” Mackenzie County was formed as the Municipal District of Mackenzie No. 23 in January 1995 (O.C. 757/94), from Improvement District No. 23. The municipality’s status was officially changed from a Municipal District to that of a Specialized Municipality in 1999 (O.C. 264/99).

Per Alberta Municipal Affairs, this change was made “to address concerns about municipal government and management in a municipality that serves a number of unique communities within a very large territory<sup>6</sup>.” This is recognition of Mackenzie County’s urban municipalities of the Hamlet of Fort Vermilion, the Hamlet of La Crete, and the Hamlet of Zama City. It was not until 2007 that the name of the Municipal District of Mackenzie No. 23 was changed to Mackenzie County (O.C. 72/2007), as a result of a request made to the Government of Alberta by the then-Council of the Municipal District of Mackenzie No. 23.

Related to Mackenzie County’s designation as a Specialized Municipality, decisions brought before Council require a 2/3<sup>rd</sup> majority vote for a motion to be passed on issues including<sup>7</sup>:

- a. Procedures of the Council of the new municipality;
- b. Remuneration of the Councillors;
- c. Property tax;
- d. Changing the number of Councillors, the boundaries of wards or the method of selecting any chief elected official subsequent to the first chief elected official;
- e. Appointing and terminating the Chief Administrative Officer;
- f. Adopting a budget;
- g. Any other matter designated by the Council pursuant to procedure established under this clause (a).

Though Council Members voiced support for the 2/3<sup>rd</sup> majority vote requirement, it is the assessment of this report’s project team that this requirement exists only to balance the current overrepresentation of rural areas, and the underrepresentation of some of the urban areas, as evidenced by the current population disparity between Wards 1-5 and Wards 6-10. The supermajority requirement therefore satisfies more of a political purpose than it does any specific procedural benefit, as voiced by multiple members interviewed through this review process. More than one member interviewed alleged that the 2/3<sup>rd</sup> majority requirement is used as a bargaining chip of sorts, with Council Members agreeing to vote in favour of a motion so that they can secure another Member’s support on another motion. Though this was expressed anecdotally, and no record of such an agreement was provided in project discovery, the allegation shows some of the risk inherent to the requirement for a supermajority vote on Council.

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<sup>6</sup> [Location and History Profile – Mackenzie County](#), Alberta Municipal Affairs. October 15, 2021. Retrieved April 3, 2024.

<sup>7</sup> [Order in Council 54/2001](#). Alberta Municipal Affairs. March 15, 2021. Retrieved April 3, 2024.

If this allegation is true, the actions associated with the claim would conflict with Mackenzie County's Code of Conduct Bylaw<sup>8</sup> s.4.1(i): that Council, "Debate in a manner that is respectful, considerate and healthy and will be limited to the topic that is directly related to the motion on the table"; s.4.1(j): that Council, "Shall take all points of view into account when making decisions"; and s.4.1(o): that Members, "Preserve the integrity and impartiality of Council."

A 2/3<sup>rd</sup> majority vote requirement is not necessarily bound to the designation of Specialized Municipality. Though it is legislatively tied to Mackenzie County's status for specific motions, such a voting requirement could be passed by any Council in Alberta as a procedure, either for all decisions or for specific areas of decision-making. Doing so aligns with MGA s.145(1), which states that "A Council may, by bylaw, establish the procedures to be followed by Council." The local procedural requirement for a Council supermajority vote on all or specific motions would not be in contravention of any existing portions of the MGA at the time of this report's creation.

Each Specialized Municipality is designated as such so that an exception can be given to the general rules applied to municipalities within Alberta. For example, through O.C. 761/95<sup>9</sup>, Strathcona County was given the designation of Specialized Municipality, separating the Hamlet of Sherwood Park as an Urban Service Area and the rest of Strathcona County as a Rural Service Area. To allow for the provisions permitted through O.C. 761/95, as stated in the Order in Council, "Sections 271(1)(a) and 605(c) of the *Municipal Government Act* do not apply to Strathcona County."

Mackenzie County is in a different position. Under "Requirement of Valid Bylaw or Resolution," O.C. 54/2001 notes that the allowance for a 2/3<sup>rd</sup> Council voting requirement on numerous areas of governance is "despite section 181 of the *Municipal Government Act*." However, there is nothing in MGA s.181 that precludes a Council from establishing, through procedure, a 2/3<sup>rd</sup> voting requirement on all or some areas of governance.

**Requirements for valid bylaw or resolution**

**181(1)** A bylaw or resolution of council is not valid unless passed at a council meeting held in public at which there is a quorum present.

**(2)** A resolution of a council committee is not valid unless passed at a meeting of that committee held in public at which there is a quorum present.

*Figure 4 Municipal Government Act, Section 181*

Based on the results of engagement conducted as part of this review process, the majority of interviewees did not state support of the 2/3<sup>rd</sup> voting requirement; as noted, some alluded specifically to the politicized nature of this provision. Further, the majority of engagement participants stated their belief that the Specialized Municipality designation was associated solely with the inclusion of both urban and rural areas within municipal borders.

---

<sup>8</sup> [Bylaw 1105-18 Council Code of Conduct](#). Mackenzie County.

<sup>9</sup> [O.C. 761/95](#). Special Provisions for the Organization and Operation of Strathcona County. December 6, 1995. Retrieved May 30, 2024.

## Overview Of the Review Process

As noted, the TSI team reviewed Mackenzie County's governance structures and ward boundaries comprehensively, as well as the County's existing status as a Specialized Municipality. A four-part project approach included project kickoff and planning, research and discovery, engagement, and analysis and reporting. As part of the review process, a comparative analysis was also conducted for those regions in the province and outside of Alberta which are of pertinence to Mackenzie County and its governance structures in one form or another.

This comparative analysis included other Specialized Municipalities within the province, along with Municipal Districts and Counties; as well as governance structures put in place outside of Alberta, where municipalities include both urban and rural settings.

Efforts undertaken in completing this process include:

1. Reviewing historical documents, rationale, and records relating to Mackenzie County's:
  - a. Council structure;
  - b. Ward boundaries; and,
  - c. Status as a Specialized Municipality.
2. Assessing how the County has changed over time, including undertaking an assessment that considers:
  - a. Both specific wards within Mackenzie County and regional areas; and,
  - b. Internal and external migration, population growth and decline, development patterns and opportunities, economic trends, and other topics as necessary.
3. Reviewing conditions that led to the designation of the County becoming a Specialized Municipality in 1999, and determining whether those conditions still exist today;
4. Conducting interviews with County Council, County staff, and Ministry staff to better understand ongoing governance challenges and ward boundary concerns;
5. Identifying potential ward boundary and Council governance changes that could improve elector representation by elected officials;
6. Identifying potential amendments to Orders in Council (O.C.) 264/99 and 54/2001 that could improve municipal governance and decision-making within the County; and,
7. Conducting a cross-jurisdictional scan to understand new and novel ways comparable municipalities in other provinces address ward boundary and Council structure challenges.

Throughout this process, Municipal Affairs and Mackenzie County were engaged not only through interviews, but also to provide documentation and data as relevant to their roles. All parties were compliant in providing requested information in a timely and professional manner.

## Engagement Summary

For the purposes of this report, TSI is pleased to provide an overview of the engagement process conducted with Mackenzie County staff, Municipal Affairs staff, and Mackenzie County Council. Each member interviewed was asked the same questions to ensure consistency amongst interviews, making

it easier to pull trends amongst the responses provided by interviewees. However, as interviews were conducted, follow-up questions to respondents' input may have differed to explore specific topics and/or information more in-depth, as required and appropriate to the full process being undertaken. There were also instances in which questions were skipped if respondents had already addressed the subject matter of those questions in previous responses.

The questions posed to each interviewee from Mackenzie County are as follows:

1. Why do you think this boundary review is being done?
2. Do you think the current ward system in the County provides fair representation for the entire County? Why or why not?
3. Do you believe that the boundaries need to be changed? If yes, how?
4. What issues do you hope will be resolved if the boundaries were to be revised?
5. Do you think residents feel well-represented by their ward Councillor?
  - a. *For Council Members only:* Do you think your ward is well represented? If not, why?
  - b. *For Council Members only:* Do you feel you have an equal voice at Council?
    - i. If not, what would make you feel like you had more of a voice at the Council table?
  - c. Which ward do you feel is most underrepresented?
  - d. Which ward do you feel is most represented?
  - e. Would more or fewer wards be beneficial? If yes, please explain.
6. Do you feel there are any underrepresented groups within the County or within certain wards?
7. Do you feel there are any overrepresented groups within the county or within a certain ward?
8. What areas of the County do you feel will see the most growth over the coming years? Why?
9. Do you feel there are natural boundaries that should be considered as part of this review? If so, what are those natural boundaries?
10. Is there anything else you would like to talk to us about regarding wards? If so, please expand.
11. In relation to the general composition of the existing Council, do you feel that there are any issues which need to be considered in this review?
12. What are your thoughts related to:
  - a. The current number of Council Members?
  - b. Voting structure and/or voting requirements?
  - c. Other matters relating to the Council structure in the Procedural Bylaw?
13. Is the Specialized Municipality designation still appropriate for Mackenzie County? Why or why not?
14. In relation to County governance, do you feel that there are any issues which need to be considered as part of this review?
15. What are your thoughts related to:
  - a. General governance?
  - b. Improvement of elector representation?
  - c. Changing from a Specialized Municipality to another municipal status?

Questions posed to interviewees from Municipal Affairs include but are not limited to:

1. What are the advantages of being a Specialized Municipality?
2. For Alberta Municipal Affairs, what would be the impact if Mackenzie County became a non-specialized municipality?
3. Do you have any suggestions for municipalities that we should use as direct comparators to Mackenzie County?
4. Please provide any additional information or comments pertinent to this review.

In total, 20 interviews were conducted, with each facilitated by two members of the project team assigned to this governance and ward boundary review for Mackenzie County.

Additionally, a total of 14 participants completed a survey disseminated as part of this project to obtain quantitative data to be considered alongside the mainly qualitative responses obtained through interviews.

Survey questions included:

1. Please rate the following statements:
  - a. Mackenzie County's current Council model works from a perspective of executing good governance.
  - b. Mackenzie County's current Council model works in terms of the entire County being well represented overall.
  - c. The current level of rural population representation is appropriate, within the existing governance model.
  - d. The current level of urban population representation is appropriate, within the existing governance model.
  - e. The current ward boundary system ensures that residents are equally represented across all wards within the county.
  - f. The current ward boundary system ensures that Council Members' workloads are shared relatively evenly.
  - g. Mackenzie County's designation as a Specialized Municipality is appropriate.
2. What are the strengths of Mackenzie County's current governance model?
3. What are the challenges of Mackenzie County's current governance model?
4. What changes do you believe would strengthen the County's execution of good governance?
5. What results would you hope to be an outcome of our review and report to the Minister?
6. Please rank the following potential outcomes in the order in which you believe they would benefit the County:
  - a. Ward boundary realignment
  - b. Change in the number of elected members on Council
  - c. Change from the County's designation as a Specialized Municipality
  - d. More rural representation on Council
  - e. More urban representation on Council
  - f. At-large municipal electoral system

In consulting relevant parties and analyzing responses provided by engagement participants, certain trends became clear. Each of the following was expressed either unanimously or by a significant majority of interview participants who held an opinion on the relevant topic, unless otherwise stated. These trends were drawn in review of interview responses from all County interviewees (staff and County combined).

- **We heard that** there is a need for a ward boundary realignment.
- **We heard that** there is a need for more balanced ward representation on Council, reflective of the higher population in Mackenzie County's urban Hamlet areas.
- **We heard that** population decline in rural areas of Mackenzie County, simultaneous to a sharp population increase in the County's Hamlets, has resulted in significant over-representation of rural wards in the County, with the most glaring case of overrepresentation seen in Ward 10.
- **We heard that** there is an unspoken but clear expectation that all areas of Mackenzie County receive equal or comparable municipal funding, despite certain areas holding the majority of municipal assessment and others the largest population share.
- **We heard that** there is a sentiment that all residents feel appropriately represented by their Councillor.
- **We heard that** there is a desire by Mackenzie County staff and Council to remain a Specialized Municipality.
- **We heard that** the desire for Mackenzie County to remain a Specialized Municipality is not tied to the current 2/3<sup>rd</sup> voting requirement put in place by O.C. 54/2001.
- **We heard that** there is a historical division between those who live north of the river and those who live south of the river.
- **We heard that** fewer wards would be of benefit to County governance and elector representation.
- **We heard that** the Hamlet of La Crete, specifically, is growing at a rapid pace, which is expected to sustain over the coming years.
- **We heard that** there is a concern that not all Council Members will respond well to a reduction in the number of electoral wards within Mackenzie County.
- **We heard that** because of the discrepancy in population by ward, the workload from one Council Member to the next is not proportional.

- **We heard that**, by a slight majority of interviewees, the river should be maintained as a natural boundary to be considered in any ward boundary revision completed.

Additional insights gained from engagement are incorporated throughout this report. Input obtained through engagement is incredibly valuable to this process, adding local context and a better understanding of circumstances related to the data and research undertaken; however, engagement results are considered as one input of many. We appreciate the openness and candor with which members from the County and Municipal Affairs alike responded to interview questions and surveys.

## Factors in Considering Ward Boundaries

The main consideration in assessing potential options for a ward boundary realignment came down to population dispersion amongst and between wards. At the time of this report, rural wards are significantly overrepresented, with some wards housing just 52 residents, representing 0.4% of the County's population. In wards including urban Hamlets or more heavily-populated areas, Councillors represent upwards of 3,000 residents, which would amount to nearly a quarter of the County's total population. The current population discrepancy amongst wards conflicts with *s.15(1)* of the *Proposed Electoral Division Areas, boundaries and Names for Alberta*<sup>10</sup>: "The population of a proposed electoral division must not be more than 25% above nor more than 25% below the average population of all the proposed electoral divisions."

Notably for Mackenzie County, *s.15(1)* can be superseded by *s.15(2)* of the same report, which states that "as much as 50% below the average population of all the proposed electoral divisions" is appropriate in certain cases, including that which is outlined in *s.15(1)(2)(a)*: "the area of the proposed electoral division exceeds 20,000 square kilometres or the total surveyed area of the proposed electoral division exceeds 15,000 square kilometres," amongst others. The current population discrepancy amongst wards, however, goes beyond that 50% mark, as well. To divide the wards appropriately by population, those amended ward boundaries which have been recommended within this report adhere, as much as possible, to the +/- 25% stipulation set out in *s.15(1)*.

This is due, as well, to the Alberta Court of Appeal decision tied to the 1991 *Reference re Electoral Boundaries Commission Act (Alta.)*, 1991 ABCA 217 (CanLII) (the "1991 Alberta Reference"), which states that "no argument for effective representation of one group legitimizes under-representation of another group."

Specific consideration was given, too, to the same decision which, as outlined in the 2017 Alberta Electoral Boundaries Commission report, states "there are only three possible solutions to a situation of historical disparity between urban and rural ridings: hybrid ridings, adding more seats overall, or fewer non-urban seats." Amongst these, it was deemed that adding more seats overall was

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<sup>10</sup> 2016-17 Alberta Electoral Boundaries Commission. [Proposed Electoral Division Areas, Boundaries, and Names for Alberta](#). Final Report to the Speaker of the Legislative Assembly of Alberta. October 2017. Retrieved May 23, 2024.

not suitable for Mackenzie County, based on population dispersion throughout the County. In effect, adding more wards would result either in deeper population disparity between rural and Hamlet/dense-population wards than exists already, or in numerous hybrid wards that would break the Hamlets into multiple wards and likely create confusion amongst residents. The latter would also result further issues of electoral representation for those living in Hamlets. Deciding that more seats overall would not be appropriate for Mackenzie County, consideration was then still given to the potential of hybrid ridings and fewer non-urban seats.

Guiding legislation for municipal governance, including the MGA, was weighed heavily, as well. Per MGA s.143(3): “The council of a municipal district or specialized municipality consists of the number of councillors specified in the order forming it unless, after its formation, the council passes a bylaw specifying an odd number of 3 or more.” Though Mackenzie County was established with a Council of 10, it is best practice for a Council to comprise an odd number of Council Members. Options for potential ward boundary realignment were considered in adherence to MGA s.148(1) and s.148(2).

Finally, recommendations tied to ward boundaries were developed in accordance with the provisions of Canada’s *Charter of Rights and Freedoms*, as relevant and appropriate, including s.3: “Every citizen of Canada has the right to vote in an election of members... and to be qualified for membership therein.” This was done to the extent that this section of the Charter was considered and reviewed by the Supreme Court of Canada in the *Reference re. Prov. Electoral Boundaries (Sask.)*, [1991] 2 SCR 158<sup>11</sup> (the “*Saskatchewan Reference*”). As part of the *Saskatchewan Reference*, as outlined in the 2017 Alberta Electoral Boundaries Commission report in question, Madam Justice McLachlin wrote:

*It is my conclusion that the purpose of the right to vote enshrined in s.3 of the Charter is not equality of voting power per se, but the right to “effective representation”.... What are the conditions of effective representation? The first is relative voting power. A system which dilutes one citizen’s vote unduly as compared with another citizen’s vote runs the risk of providing inadequate representation to the citizen whose vote is diluted. The legislative power of the citizen whose vote is diluted will be reduced, as may be access to and assistance from his or her representative. The result will be uneven and unfair representation.*

In developing recommendations for the ward boundary review for Mackenzie County, it was determined that the current population discrepancy amongst wards may, in fact, create the “uneven and unfair representation” referenced by Madam Justice McLachlin. It was also determined that a reduction in the number of wards, and greater population parity amongst wards, would create more even and fair representation, without the need for a legislated provision to implement special voting requirements.

## Factors in Assessing Municipal Designation

Part of this process included an analysis of the County’s designation as a Specialized Municipality, including whether that designation remains appropriate for Mackenzie County. As part of this process,

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<sup>11</sup> Supreme Court Judgments. [Reference re Prov. Electoral Boundaries \(Sask.\)](#) [1991] 2 SCR 159, Pages 183-185. June 6, 1991. Retrieved May 30, 2024.



TSI conducted a review of the unique provision specific to Mackenzie County as a Specialized Municipality, through O.C. 54/2001, which allows for legislated 2/3<sup>rd</sup> voting requirement. This provision was evaluated for relevance under current circumstances, and in consideration of changes that have occurred in Mackenzie County since the Order in Council was initially created.

Additional effort was put into conducting a comparator analysis of other Specialized Municipalities throughout the province; a review of comparable municipalities which are not designated as Specialized Municipalities; and an assessment of how comparable municipalities are designated and structured outside of Alberta. Specifically, the comparables evaluated which were not Specialized Municipalities included those which include both rural and urban centres within the municipality. Additional effort was put into finding comparables that aligned with Mackenzie County in other areas of municipal structure, population, size, and more.

# History of Mackenzie County and Ward Boundaries

Mackenzie County holds the distinction of being the largest county in Canada. In 2021, Statistics Canada reported the following statistics for Mackenzie County:

- Area: 79,629 km<sup>2</sup>
- Population: 12,804
- Occupied private dwellings: 3,516
- Average number of persons per dwelling unit: 3.6
- Number of people living in private households: 12,720

The main office of Mackenzie County is located in the Hamlet of Fort Vermilion, with regional offices located in the Town of High Level and the Hamlets of La Crete and Zama City.

As part of this analysis, the following reports and documents were considered:

## **1997 Cuff Report**

In 1997, George B. Cuff and Associates Ltd. completed an inspection report which found concerns in public confidence in the Council's ability to govern effectively. Significant concerns were raised over Council's decision-making process at the time, and it was found that Council's efforts were compromised by inconsistent treatment of different areas within the MD.

Of relevance, it was found at the time that the Municipality did not appear to be functional from a governance perspective, due to disparity in population centres; the focus of decision-making at the time was noted as areas south of the river. Additionally, the County's assessment base was mainly located in sparsely populated northern areas of the Municipality.

This report noted that the County could not operate effectively without a change in ward boundaries and assessment redistribution.

## **1998 La Crete Chamber of Commerce Proposal**

In 1998, the La Crete Chamber of Commerce provided a proposal for consideration of La Crete to be re-structured as a municipality. Rationale for the proposal is summarized as follows:

- Local autonomy, noting the desire to make decisions more aligned with, or for the protection of, the values of La Crete as a community.
- Increased accountability from Council Members to the residents of La Crete.
- Strengthened governance.

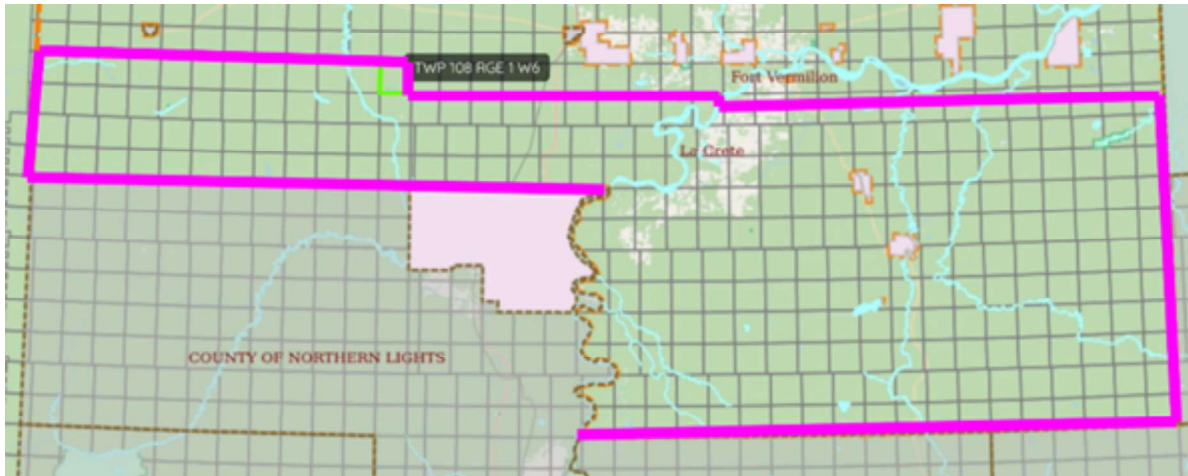


Figure 5 Proposed La Crete Municipal Boundary (1998)

In 1999, the Mackenzie Area Restructuring Committee (MARC) reviewed the La Crete Chamber of Commerce proposal. In the resulting report, MARC considered a number of additional restructuring options, including regionalized service delivery and resourcing. MARC concluded the regionalization model was the best option long-term, with the hopes of addressing underlying issues and concerns.

The report proposed an interim structure as a Specialized Municipality comprised of an appointed Official Administrator and 3 wards, with a total of eight Councillors:

- Four Councillors south of the Blumenort Road
- Three Councillors for the area of Fort Vermilion, Rocky Lane, and High Level
- One Councillor for Zama City, west of the 6th meridian

The temporary structure was intended to be utilized for the 2001 elections.

#### **O.C. 264/99**

On June 23, 1999, O.C. 264/99 ordered that the Municipality change from the Municipal District of Mackenzie No. 23, to the status of Specialized Municipality. The intent of this status change was to address concerns related to the current municipal government, and for the effective management of a municipality serving a number of unique communities within a very large territory.

This O.C. included the appointment of an Official Administrator (ended Nov. 1, 2001), and the establishment of a 10-ward electoral structure, with 10 total Members of Council, including a chief elected official appointed from within.

#### **O.C. 54/2001**

On January 30, 2001, O.C. 54/2001 rescinded and replaced Schedule 1 of O.C. 264/99, putting in place that some matters put before Council would not pass unless voted in favour of by a 2/3<sup>rd</sup> supermajority of Council Members in favour of a bylaw or resolution, including those associated with:

- Procedures of Council
- Council remuneration
- Property taxes
- Changing ward boundaries, number of Councillors, or chief elected official
- Appointing and terminating the CAO
- Adopting a budget

**O.C. 72/2007**

On March 7, 2007, O.C. 72/2007 resulted in the municipal name change from Municipal District of Mackenzie to Mackenzie County.

**2021 Mackenzie Region Municipal Restructuring Project/Viability Assessment**

In November 2021, Alberta Municipal Affairs prepared a report to assess the viability of a proposed new municipality. This report was in response to a petition received in 2019, which would essentially result in the amalgamation of the Town of Rainbow Lake with Mackenzie County’s Ward 9 and Ward 10.

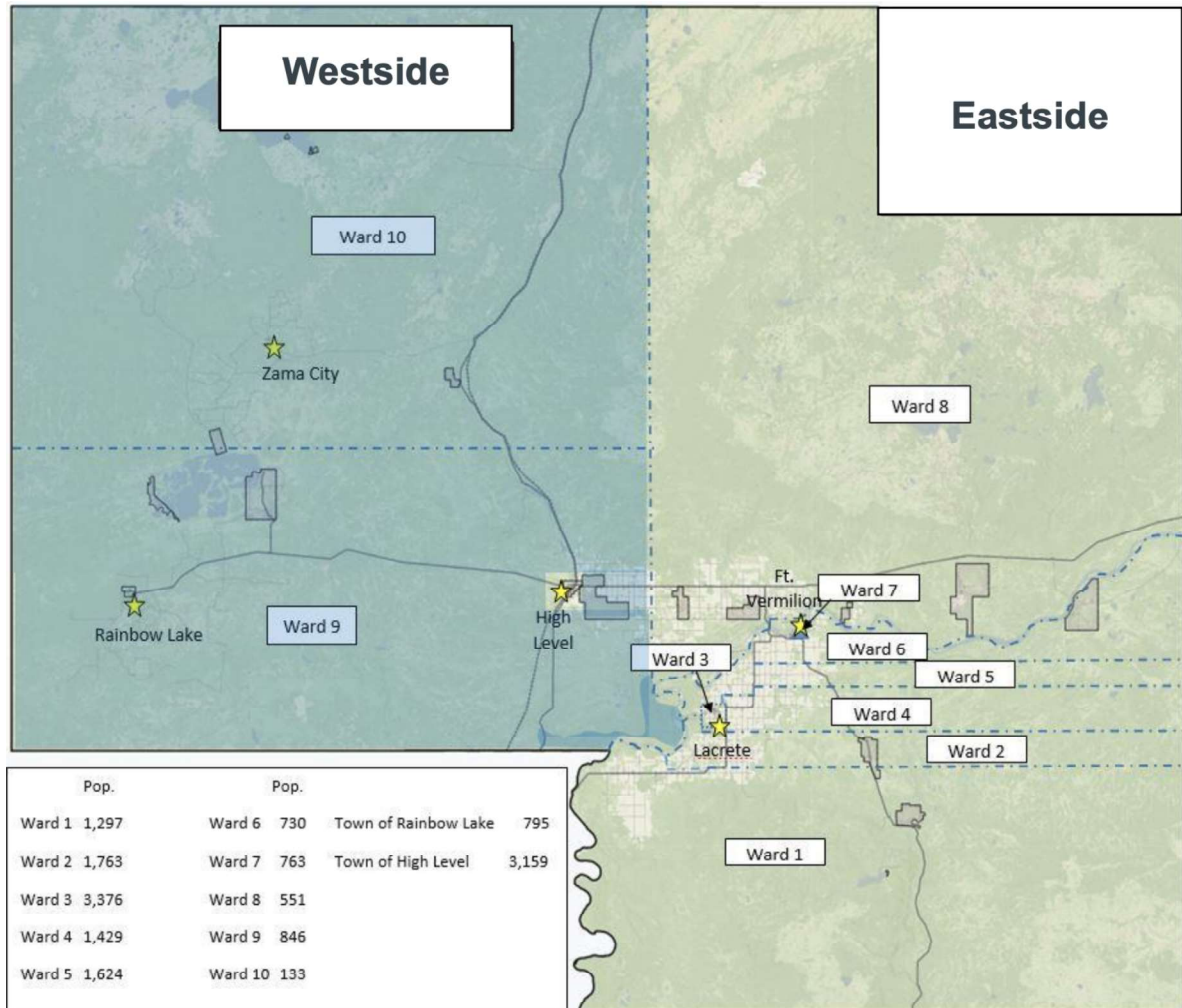


Figure 6 West/East Proposal for Municipal Restructuring (2019)

The report concluded that the Eastside municipality would not be financially viable without a combination of significant taxation increases, reduction of service levels and/or costs, and ongoing funding from the Westside.

The report also concluded that there would be a disparity between the two resulting municipalities if the proposal was accepted as-is. It was concluded that a realignment of this nature would be further complicated by the volatility of oil and gas assessment in the region.

# Proposed Solutions

As noted, a number of considerations were accounted for in determining, first, whether a ward boundary realignment would best serve Mackenzie County; and second, how to redraw ward boundaries in a manner that best serves the County if one is required.

**At this time, it has been determined that a ward boundary realignment is appropriate and necessary for Mackenzie County.**

This is based on numerous factors, not the least of which concerns current levels of elector representation within the County. As noted, there is a discrepancy in population amongst the County’s 10 wards, creating a situation in which there is unequal elector representation at a significant level. The County is currently undertaking a municipal census, to be completed in August 2024. However, at the time of this report’s creation, current ward population data was not available. Instead, analysis was conducted based on Hamlet population numbers from 2021 and 2022, available through Statistics Canada; and ward-specific populations dating back to 2018, made available by Mackenzie County.

	2015	2018	% Change
<b>Ward</b>			
1	1284	1297	1%
2	1694	1763	4%
3	3376	3376	0%
4	1073	1429	33%
5	1515	1624	7%
6	615	730	19%
7	603	763	27%
8	526	551	5%
9	864	846	-2%
10	200	133	-33%
<b>Total</b>	<b>11750</b>	<b>12512</b>	<b>6.5%</b>

*Figure 7 Population by Ward (2018)*

Numbers presented in Figure 5 are no longer accurate, with anecdotal evidence suggesting a population between 40 and 60 residents in Ward 10 for 2024; however, these are the most recent official figures available through Mackenzie County.

The data discrepancy was accounted for in the decision to redraw wards, despite no hard figures, as it was echoed by so many who participated in the engagement process. Still, even in the 2018 ward population breakdown, there was a significant three-year shift in Ward 10, falling by 33% in population from 2015 to 2018. Similarly, Ward 9 has seen a population decrease; while no 2023 population figures for Ward 9 are available, anecdotal evidence obtained through research and engagement suggests the ward has continued to host a sharp population decline.

In 2018, Wards 1 through 5 – which includes the Hamlet of La Crete, and hybrid urban-rural areas – were home to a population approaching 9,500, accounting for nearly 76% of Mackenzie County’s total population. Wards 6 through 10, meanwhile, account for just over 3,000 residents – including the Hamlet of Fort Vermilion and large rural areas – representing the remaining 24% of the total population. This discrepancy is significant, and goes beyond the +/- 25% variance deemed appropriate for Mackenzie County. It goes beyond even the +/- 50% variance deemed permissible in certain circumstances, as outlined in the *Proposed Electoral Division Areas, Boundaries, and Names for Alberta*.

Though population numbers by ward have changed since 2018, anecdotal evidence and research conducted throughout this process suggest the discrepancy between rural and urban population has only widened further over the past six years. Further, engagement conducted with County staff and Council resulted in a clear picture that this trend is only expected to continue into the future, particularly considering La Crete’s current and projected growth.

**A discrepancy in elector representation as significant as that being experienced in Mackenzie County demands that a ward boundary realignment be completed.**

This realignment must be undertaken in a manner that brings Mackenzie County closer to aligning with the principles and practicalities of good governance, including better elector representation. Such an approach would also ensure the County’s ward boundary realignment is congruent with Madam Justice McLachlin’s determination related to s.3 of the *Charter of Rights and Freedoms*, pointing to the right to effective representation rather than equity in voting power.

## Governance Structure

**It is recommended that Mackenzie County’s electoral wards be reduced from 10 wards to seven.**

There are numerous factors which have contributed to this recommendation, including that best practice points to a well-functioning Council containing an odd number of Council Members, as alluded to in MGA s.143(3), which calls for “an odd number of 3 or more,” unless otherwise specified in the formation of a municipality. As it is necessary to redraw ward boundaries at this time, it is also necessary to draw the new ward boundaries with an odd number of Council Members to represent local electors.

Aiming to achieve best practice in governance, it is also important that an odd number of Council Members be elected to ensure as few gridlocked Council votes as possible. As such, the chief elected official must still be appointed from amongst Council Members. Naturally, split votes are still a potential outcome if one Council Member is absent from a meeting during which a vote occurs; however, the likelihood of agreements made to ‘swap votes,’ so to speak – as alluded to through engagement as a result of the current 2/3<sup>rd</sup> voting requirement – is diminished significantly with an odd number of votes.

Mackenzie County is the third-largest Specialized Municipality in Alberta by population, behind the Regional Municipality of Wood Buffalo and Strathcona County – both of which have populations so high compared to that of Mackenzie County that they are unfair comparators in terms of electoral representation. Municipal comparators were analyzed in terms of number of wards and Council Members, municipal status, population, and land mass. Due to the sheer size of Mackenzie County, it is

difficult to find a direct size comparator. Those comparators listed below were selected either by population (shaded in green) or land mass (shaded in yellow).

Municipality	Population (2021)	Land Mass	Number of Wards	Number on Council
<b>Mackenzie County</b>	<b>13,204</b>	<b>71,629 km<sup>2</sup></b>	<b>10</b>	<b>10</b>
Leduc County	13,780	2,503 km <sup>2</sup>	7	7
Mountain View County	12,981	3,779 km <sup>2</sup>	7	7
Municipal District of Bonnyville	12,912	6,005 km <sup>2</sup>	6	7
Clearwater County*	11,816	18,606 km <sup>2</sup>	7	7
Wetaskiwin County No. 10	11,212	3,122 km <sup>2</sup>	7	7
Lac Ste. Anne County	10,862	2,850 km <sup>2</sup>	7	7
Red Deer County	19,993	3,962 km <sup>2</sup>	6	7
Regional Municipality of Wood Buffalo	72,326	60,844 km <sup>2</sup>	4	10
Municipal District of Greenview	8,545	32,926 km <sup>2</sup>	9	11 (2 Members represent the urban area of Grande Cache)
Lac La Biche County	7,673	12,527 km <sup>2</sup>	7	9 (2 Members represent one urban ward)

\*Clearwater County and the Village of Caroline are currently in negotiations for amalgamation



Based on these comparators, and what has been deemed appropriate considering the makeup of Mackenzie County, seven wards is appropriate, with a chief elected official appointed from within.

**It is recommended that five Council Members are elected to represent the Hamlets and urban-rural hybrid areas of Mackenzie County, with the remaining two Council Members representing areas which are completely or the majority rural.**

This is in recognition of the population disparity between rural and urban areas of the County, with residents in Wards 1-5 representing approximately 75% of the total County population. While this does leave the door open for an urban-rural divide, it is expected that all Members of Council act in good faith, in accordance with MGA s.153(a): *“To consider the welfare and interests of the municipality as a whole.”*

Municipal governance structure cannot be determined based on the potential of poor governance, or based on existing culture issues amongst Members of Council.

There are long-standing concerns related to the execution of good governance in Mackenzie County, including an urban-rural divide which has long been entrenched in the County’s governance. These issues contributed as factors leading up to Mackenzie County’s designation as a Specialized Municipality in 1999, as evidenced by an Inspection Report developed on the then-Municipal District of Mackenzie No. 23 in 1997. These issues were confirmed still by interviewees’ acknowledgment of the divide amongst those north and south of the river.

Long-standing issues of this nature cannot be solved by a ward boundary redrawing on its own; however, it is believed that the recommendations in this report will go a long way in promoting good governance within the County, and limiting the breadth of potential future governance issues.

## Municipal Designation

This project included a full review of the rationale for the 1999 designation of Mackenzie County as a Specialized Municipality, which is stated as follows, as outlined in O.C. 264/99:

*“The status of the old municipality is changed to a specialized municipality to address concerns about municipal government and management in a municipality that serves a number of unique communities within a very large territory.”*

This Order in Council also established a ward system of 10 wards, with the chief elected officer appointed by Council from amongst those 10 Members. This O.C. also put in place the 2/3<sup>rd</sup> supermajority voting requirement, which extends to *“changing the number of councillors, the boundaries of wards or the method of selecting any chief elected official.”*

**The 2/3<sup>rd</sup> voting requirement is not necessary once the County is set up under a seven-ward structure.**

It is expected that in a seven-ward system structured as recommended within this report – with five wards specific to the urban Hamlets or hybrid areas, and two dedicated either majority or completely to rural areas – a simple majority will work well, and is completely appropriate.

In reviewing O.C. 264/99 and O.C. 54/2001, it appears as though this supermajority voting structure is the core basis of Mackenzie County's municipal designation. Additional reference was made to the County's large land base, combined with its unique makeup of both urban and rural areas; however, there are many well-functioning municipalities in Alberta with significant urban and rural components, and numerous unique attributes of varying nature. These considerations in mind, **it is recommended that Mackenzie County no longer hold the status of Specialized Municipality.**

**It is further recommended that Mackenzie County revert to the designation of Municipal District.**

When looking at comparator organizations, municipal structures were considered as a factor in determining what governance structure is most appropriate for Mackenzie County moving forward. Though Specialized Municipality status is no longer required, the County's unique position of serving both urban and rural communities must still be accounted for. The main Alberta comparator of relevance considered under this lens is the Municipal District of Greenview. The MD of Greenview's population is roughly 66% that of Mackenzie County, and its land mass is approximately 46% of the County's, making Greenview the largest MD in Alberta.

The MD had faced some challenges similar to those experienced by Mackenzie County in the past, which led to the change of Greenview's status from Improvement District (ID No. 16) to Municipal District in 1996. At that time, Grande Cache had not yet dissolved, which meant that Greenview lacked a distinct urban centre. However, the MD of Greenview now maintains a defined rural-urban split since it absorbed Grande Cache as an urban centre, following the Town of Grande Cache's dissolution in 2019. Notably, Grande Cache's population of 3,307 (2021) is comparable to that of La Crete, at 2,911 (2021). The MD has operated effectively over the past five years since the Town of Grande Cache's dissolution, without requiring the status of Specialized Municipality.

## Local Governance

This report is based on the process defined by Alberta Municipal Affairs for a governance and ward boundary review of Mackenzie County. Any governance and ward boundary restructuring should be completed prior to the next general election, which means that work would need to be completed before nomination period opens in January 2025. This results in a tight timeline for implementation, especially considering the need for public engagement to be undertaken prior to changes in governance structure being made. However, if recommendations are embraced but not adopted prior to the next general municipal election, they would have to wait until the following election in 2029. This is likely not ideal, and could result in deepened governance issues in that four-year span.

If the recommendations within this report are accepted and acted upon, it is more than likely that work towards good governance will need to continue at the local level. This will begin with the mandatory post-election orientation, held within 90 days following Council taking the oath of office, per MGA s.201(1), including – among other areas of focus – a review of Council roles and responsibilities, and the County's Code of Conduct. This post-election orientation should focus heavily on the principles and execution of good governance.

**It is recommended that post-election orientations be designed and facilitated by a third-party governance expert.**

This helps to ensure that the orientation content is designed and addressed in a fully objective manner, free of local history and potential bias.

## Additional Considerations

Numerous options were considered in determining what governance structure would best suit Mackenzie County moving forward, including many which would likely serve the County well despite not landing as recommendations in this report. There is one or more reasons that each of these options was not selected as a recommendation; however, there was consensus amongst the project team that these options should still be included as considerations, recognizing that there are numerous complexities at play in completing this project.

The options outlined below do not qualify as or constitute recommendations, nor is it believed that any of these options would better serve Mackenzie County than those recommendations which have been presented in this report.

## Alternative Ward Structure

It is a key recommendation of this report that Mackenzie County's governance structure include seven wards, with seven total Members of Council – each down from the current figure of 10. That said, if it is deemed that the shift from 10 to seven is too jarring a change, it would be acceptable by governance standards for the County to shift to a nine-ward structure, with nine total Members of Council.

While some engagement participants stated that this could be achieved by simply combining the existing Wards 9 and 10, this would not resolve the broader issues of representation by population. If it is decided that it is most appropriate to shift to a nine-ward system, that change would undoubtedly still require a full redrawing of ward boundaries.

## Incorporating La Crete as a Town

One option which was weighed heavily was the incorporation of La Crete as a town. This is largely due to the La Crete area having the ability to self-sustain as a municipality, along with existing growth – and the likelihood of sustained growth – in that particular Hamlet of Mackenzie County. Ultimately, however, it was determined this scenario would not best suit either Mackenzie County or La Crete at this time.

First and foremost, there are too many financial considerations for Mackenzie County to soundly be able to say that La Crete's incorporation as a town would not result in significant financial impacts for the rest of Mackenzie County. In 1998, 1999 and 2021, the Province considered numerous options and variations of municipal restructuring, which were rejected for various reasons, including the financial viability of the municipality, and the potential unintended consequences of creating regional financial disparities as a result of change.

## Two-Tiered System of Government

In conducting jurisdictional scans and comparisons of municipal structures outside of Alberta, one of the key areas of interest that emerged is Ontario's two-tiered system of municipal government. Notably, this is a different system from the regional district structure that exists in B.C., though it, too, would be considered a two-tiered system of government.

Under the Ontario two-tier system, the upper tier typically takes on the title of county, formed by two or more lower-tier municipalities. Municipal responsibilities and service provision are then set out under the Government of Ontario's *Municipal Act* – akin to Alberta's MGA – with those duties split between the upper-tier and lower-tier municipalities. The upper-tier (county) council is then made up of representatives from each of the municipalities that exist within the county, as lower-tier municipalities.

A two-tier system of this nature could serve Mackenzie County well, and it could solve some of the historical governance problems that have existed in the County – particularly those related to the urban-rural divide.

That said, this option was not considered beyond initial discussions, as it would require much more detailed evaluation, analysis and public input, which is well outside of the scope of work associated with this project.

If determined as the best option for Mackenzie County, implementation could take place in two ways, with the first being an Order in Council tied to the status of Specialized Municipality.

The second option for implementation could require significant changes to the MGA to allow for two-tier systems of municipal government within Alberta. It is cautioned that any proposed amendments to the MGA of this nature could create potential consequences for other municipalities throughout the province and for Alberta Municipal Affairs. A change this significant in nature could result in a fundamental shift in how local government operates in Alberta, which goes far beyond the scope of work associated with this review of Mackenzie County.

As noted, these additional considerations do not constitute any recommendations.

# Recommendations

This project has resulted in the development of nine core recommendations, the first eight of which are tied specifically to the consideration of governance structure tied to this review. The final recommendation would help strengthen the state of local governance after recommended restructuring is completed.

The following represent the consensus recommendations of this project.

- 1. That Mackenzie County undergo a realignment of municipal electoral ward boundaries.**
- 2. That Mackenzie County's electoral wards be reduced from 10 wards to seven.**
- 3. That wards are realigned to assign five wards to Hamlet or hybrid wards, while the other two are assigned primarily or completely to rural areas.**
- 4. That new electoral ward boundaries are established in reflection of the County's population distribution, ensuring equitable representation amongst wards, with a variance of +/- 25%.**
- 5. That Mackenzie County cease to hold the status of Specialized Municipality.**
- 6. That Mackenzie County revert to the status of Municipal District.**
- 7. That the 2/3<sup>rd</sup> voting requirement established through O.C. 54/2001 be rescinded.**
- 8. That each of the above recommendations be implemented prior to the next Alberta general municipal election's nomination period opening in January 2025.**
- 9. That Mackenzie County engage a third-party contractor to design and facilitate its Council orientation following the next municipal election, scheduled for October 2025, in accordance with timelines and subject matter required in the MGA.**

## Appendix A – Proposed Ward Boundaries

This report contains a core recommendation that Mackenzie County be restructured as a seven-ward electoral system, and that the County have an equal number of Council Members, with the chief elected officer appointed by Council. The following map represents the proposed ward boundary realignment that reflects this reduction in number of wards from 10 to seven.

These ward boundaries were developed based on a number of considerations, the main one being equitable elector representation amongst wards, with a +/- 25% variance in population for each ward against the average of all wards. Respect was also given to the opinion of interviewees engaged through this process that the river ought to be maintained as a natural boundary to consider in ward realignment. Finally, these seven wards are divided in such a manner that five are either specific to the urban Hamlets within the County or that they cover hybrid areas, with the remaining two wards representing mainly rural areas of the County.

This proposed realignment does not account for current ward boundary population numbers, given that the County's most recent data is from 2018. The County is currently in the process of undertaking a municipal census, the results of which are not expected to be available until late-August 2024.

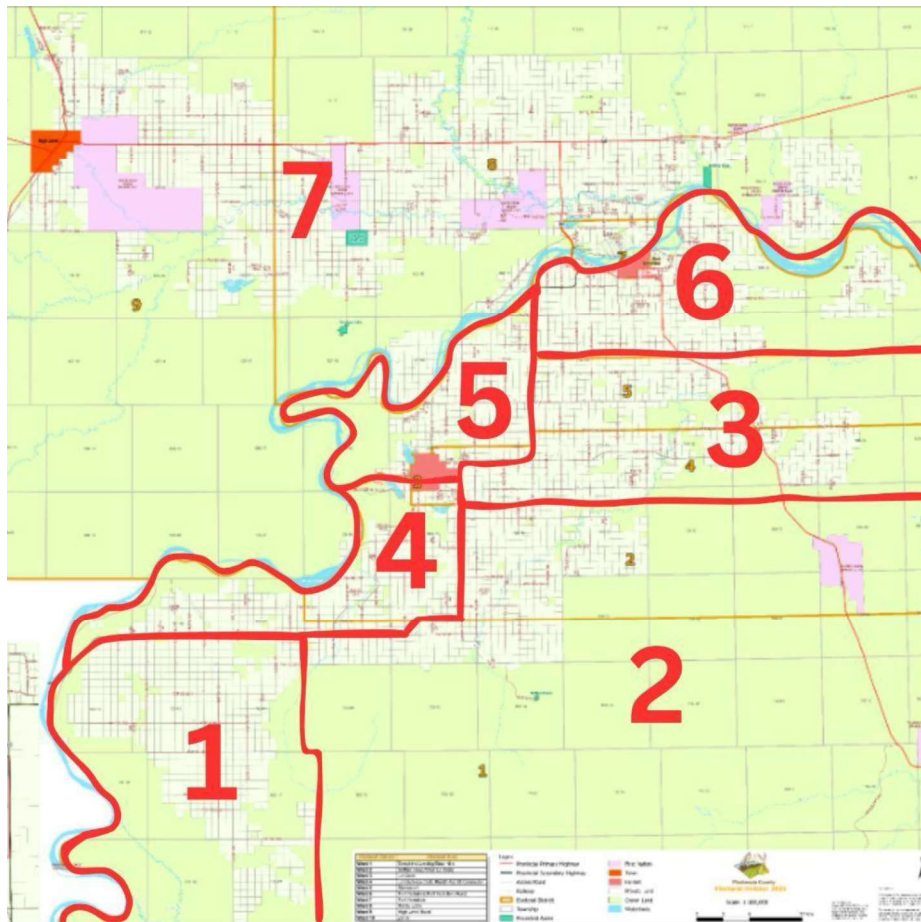


Figure 8 Proposed ward boundary realignment – Mackenzie County



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Rural Health Professions Action Plan (RhPAP) 2024 Community Attraction and Retention Conference</b>

**BACKGROUND / PROPOSAL:**

RhPAP hosts regular Rural Community Health Provider Attraction and Retention Conferences. The provincial conference is an opportunity for interested rural community members from across Alberta, to come together and share experiences, learn about new initiatives related to the attraction and retentions of health-care providers to rural communities, and network with other rural community members.

Councillor Cardinal, Councillor Peters and Councillor Smith are appointed to represent Mackenzie County at RhPAP.

The conference is being held on October 8-10, 2024 in Wainwright, Alberta and it coincides with the Regular Council Meeting on October 8, 2024.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Registration fee (\$275), Travel Expenses and Honorarium – 2024 Operating Budget.

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillors be authorized to attend the RhPAP 2024 Community Attraction and Retention Conference from October 8-10, 2024 in Wainwright, Alberta:

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



# RHPAP RURAL COMMUNITY CONFERENCE

## Reflect. Reimagine. Refocus.

Welcome to the **2024 Rural Community Health Provider Attraction and Retention (A&R) Conference!** Join us in person in **Wainwright** for a three-day dynamic and forward-thinking event focused on addressing the critical issues of attracting and retaining healthcare professionals in rural areas.

This year's conference theme centers on the **next chapter in rural healthcare**. As the health system in Alberta continues to evolve, this conference aims to bring together healthcare professionals, policymakers, researchers, and community leaders to reflect on the current state of rural healthcare, reimagine innovative solutions, and collectively refocus efforts to shape the next chapter in rural healthcare.

By attending, you'll have incredible opportunities to learn from industry experts, participate in interactive sessions, and network with like-minded individuals passionate about rural healthcare.



**Keynote speaker** Dr. Zayna Khayat will provide a special presentation for conference attendees – more details to come. Zayna is the in-house health futurist with Deloitte Canada's Healthcare and Life Sciences practice, and growth advisor with Teladoc Health, among advising other emerging health startups.

Don't miss this opportunity to make a difference in your community and across the province! Registration is open until September 18 or earlier if event sells out.

### Conference Agenda

Over seven speakers, two panel discussions, two evening networking events, and countless opportunities to come together, learn and share experiences with other rural community members from across the province.

### Registration

- General admission pricing (July 1 until September 18 or sales end): \$275 plus taxes and GST.

### Location

- 2024 Conference Venue: Wainwright Communiplex, 700 2 Ave., Wainwright, AB T9W 1C4





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The approved minutes of the June 13, 2024 and the unapproved June 27, 2024 Municipal Planning Commission meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION:**

N/A

**Author:** A.Wolfe      **Reviewed by:** C Smith      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the approved Municipal Planning Commission meeting minutes of June 13, 2024 and the unapproved minutes of June 27, 2024 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, June 13, 2024 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Andrew O'Rourke Vice Chair, MPC Member  
David Driedger Councillor, MPC Member (Virtual)  
Peter F. Braun Councillor, MPC Member

**ADMINISTRATION:** Caitlin Smith Director of Planning & Agriculture  
Lynda Washkevich Development Officer  
Jackie Roberts Development Officer  
Annika Wolfe Administrative Assistant  
Laura Braun Administrative Assistant/Recording Secretary

**REGRETS:** Stephanie Grocholski MPC Member

**MEMBERS OF THE PUBLIC:** Joe Driedger  
Trevor Peters  
Joe Peters  
Abe Doerksen  
Philip Driedger  
John Paul Ukatu

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:03 a.m.

**2. ADOPTION OF AGENDA**

**MPC 24-06-101 MOVED** by Peter F. Braun

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 24-06-102 MOVED** by Andrew O'Rourke

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That the minutes of the May 23, 2024 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- c) 104-DP-24 John Paul Ukatu  
Fence in part of URW in “MHS”  
Plan 052 3706, Block 02, Lot 14 (11006 103 Ave)(La Crete)**

**MPC 24-06-103 MOVED by Peter F. Braun**

That Development Permit 104-DP-24 on Plan 052 3706, Block 30, Lot 14 in the name of John Paul Ukatu 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. **Maximum height of fence:**
  - a) **up to 1.8 meters (6 feet) for the side and rear yards.**
  - b) **up to 1.22 meters (4 feet) for the front yard**
2. **The fence shall not comprise of and/or support barbed wire.**
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
4. The fence shall not encroach onto adjacent properties.
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
6. The URW on the lot shall be accessible and should the fence limit access to the infrastructure, it will be removed at the developers cost.
7. 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

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the neighbourhood.

8. 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.
9. 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.
10. **One and one half (1.5) meters (5 feet) of construction or development is allowed in the 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.**
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

**d) 109-DP-24 Joe Driedger  
Shop – Personal with a 25% Size Variance and a  
25% Height Variance in “H-CR”**

**MPC 24-06-104    MOVED** by Andrew O'Rourke

That Development Permit 109-DP-24 in the name of Joe Driedger on Plan 052 2048, Block 5, Lot 4 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% Size Variance** for the Shop - Personal is hereby granted. The Shop - Personal shall be a maximum of 3000 square feet (279 square meters).
2. A **25% Height Variance** for the Shop - Personal is hereby granted. The Shop - Personal shall be a maximum height of 25 feet (7.62 meters).

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3. Minimum building setbacks are: 15.2 meters (50 feet) front yard; 7.6 meters (25 feet) rear yard; 4.6 meters (15 feet) side yards; from the property lines.;
4. The Shop - Personal shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
5. 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.;
6. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
7. 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.;
8. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.;
9. The municipality has assigned the following address to the noted property: 10801 114 Avenue. You are required to display the address (10801) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
10. This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should the applicant change the intention of this building a new development permit is required.;
11. 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.;
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
13. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new

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access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;

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**

**e) 119-DP-24 Platinum Fuels LTD  
Sign in “LC-HC”  
Plan 032 1005, Block A (La Crete)**

**MPC 24-06-105 MOVED** by Peter F. Braun

That Development Permit 119-DP-24 on Plan 032 1005, Block A in the name of PLATINUM FUELS 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 sign shall be located a minimum of: 20 meters from regulatory signs, and not less than 23 meters from the edge of Township Rd 1062 (109 Avenue).
2. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
3. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
4. The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way without prior consent from the County.
5. 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

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- value of neighbouring properties, and
- d) Not create visual or aesthetic blight.;
  - e) Not break the sight triangle regulations.
6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed, including mowing around the sign site to one (1) meter in diameter.;
  7. Wiring and conduits of the sign must be concealed from view.;
  8. The sign shall not unduly interfere with the amenities of the LAND USE DISTRICT and/or ROAD/HIGHWAY Corridor in which they are located and/or adjacent to.;
  9. The quality, aesthetic character and finishing of SIGN construction shall be to the satisfaction of the Development Authority.
  10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
  11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
  12. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
  13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- f) **112-DP-24 Platinum Fuels LTD  
Bulk Fuel Storage and Distribution (Propane Tank)  
in "LC-HC"  
Plan 212 1586, Block 22, Lot 03**

**MPC 24-06-106** **MOVED** by Andrew O'Rourke

That the Development Permit Application 122-DP-24 in the name of Platinum Fuels on Plan 212 1586, Block 22, Lot 3 be TABLED until the

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Land Use Bylaw Amendment is decided by Council.

**CARRIED**

**6. SUBDIVISIONS**

**b) 22-SUB-24 1940372 Alberta LTD and 1940400 Alberta LTD  
17.27 Acres Yard Site Separation in “A”  
SE-28-108-17-W5M**

**MPC 24-06-107** **MOVED** by Peter F. Braun

That Subdivision Application 22-SUB-24 in the name of 1940372 Alberta Ltd. and 1940400 Alberta Ltd. of SE-28-108-17-W5M 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 approval is for a **Type B** subdivision, 17.27 acres (6.99 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer’s expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
  - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss

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the requirements for your subdivision,

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

**CARRIED**

**5. DEVELOPMENT**

- a) **077-DP-24 Odyssey Construction & Maintenance Inc.  
Dwelling – Duplex with Garage – Attached in "H-R1"  
Plan 2938S, Block 09, Lot 16 (5204 McRoberts Crescent)  
(Fort Vermilion)**

**MPC 24-06-108    MOVED** by Peter F. Braun

That Development Permit 077-DP-24 on Plan 2938RS, Block 9, Lot 16 in the name of Odyssey Construction & Maintenance 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. Minimum building setbacks are: 7.6 meters (25 feet) front; 1.5 meters (5 feet) side yards; and 1.5 meters (5 feet) rear yard; from the property lines.

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2. The Dwelling - Duplex shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. One parking space, including the driveway area, shall occupy 300 square feet.
4. The Dwelling - Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Each unit must be serviced individually.;
5. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
6. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from East to West: 10203 -1 101 Avenue, 10203-2 101 Avenue. You are required to display the addresses on the Units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
7. All DEVELOPMENT shall provide:
  - a) Provision and access to garbage storage;
  - b) Lighting between DWELLING UNITS;
  - c) Orientation of buildings and general site appearance;
  - d) Safe pedestrian access to and from the public sidewalk fronting the building; and
  - e) Parking areas adjacent to streets must be paved.;
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. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be

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constructed at the developers expense.;

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) 102-DP-24 345050 Alberta LTD  
Tarp Shelter in "LC-LI"  
Plan 122 3197, Block 02, Lot 9 (11100 101<sup>ST</sup>) (La Crete)**

**MPC 24-06-109 MOVED** by Peter F. Braun

That Development Permit 102-DP-24 on Plan 122 3197, Block 2, Lot 9 in the name of 345050 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: 9.1 meters (30 feet) front yard; and 3.1 meters (10 feet) rear yard; from the property lines;
2. The Tarp Shelter shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Permit expires June 19, 2025 should the Tarp Shelter need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
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. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;

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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 to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

## **CARRIED**

### **6. SUBDIVISIONS**

- a) **21-SUB-24 Tyler Wouters  
12.34 Acres Yard Site Separation in "A"  
NW-23-110-18-W5M**

**MPC 24-06-110** **MOVED** by Andrew O'Rourke

That Subdivision Application 21-SUB-24 in the name of Tyler Wouters of NW-23-110-18-W5M 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 approval is for a **Type B** subdivision, 12.34 acres (4.99 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County

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standards at the developer's expense,

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**7. MISCELLANEOUS**

- a) **Bylaw 13xx-24 Land Use Bylaw Amendment  
Rezone Part of NW-04-106-15-W5M  
From Hamlet Residential 1A "H-R1A" to Hamlet  
Residential 2 "H-R2"**

**MPC 24-06-111    MOVED** by Peter F. Braun

That the Municipal Planning Commission recommend to Council to approve Bylaw 13XX-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" to accommodate the construction of row

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housing and duplexes, subject to public hearing input.

**CARRIED**

**b) Municipal Reserve**

**MPC 24-06-112 MOVED** by Andrew O'Rourke

That the Municipal Reserve discussion be TABLED to the next MPC meeting.

**CARRIED**

**8. CLOSED MEETING**

a) None

**9. MEETING DATES**

- ❖ Thursday, June 27, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, July 18, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 15, 2024 @10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC 24-06-113 MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:50 a.m.

**CARRIED**

These minutes were adopted this 27<sup>th</sup> day of June, 2024.

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Erick Carter, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, June 27, 2024 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Andrew O'Rourke Vice Chair, MPC Member (Virtual)  
David Driedger Councillor, MPC Member (Virtual)  
Peter F. Braun Councillor, MPC Member  
Stephanie Grocholski MPC Member (Virtual)

**ADMINISTRATION:** Caitlin Smith Director of Planning & Agriculture  
Lynda Washkevich Development Officer  
Jackie Roberts Development Officer  
Annika Wolfe Administrative Assistant/Recording Secretary  
Laura Braun Administrative Assistant

**MEMBERS OF THE PUBLIC:** David Zacharias  
Danny Friesen

**MOTION 1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

**MPC 24-06-114 MOVED** by Peter F. Braun

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 24-06-115 MOVED** by Andrew O'Rourke

That the minutes of the June 13, 2024 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

- a) **127-DP-24 Danny Friesen  
Bulk Fuel Storage and Distribution (Temporary) in “FV-HI”  
Plan 072 5380, Block 03, Lot 01 (Fort Vermilion)**

**MPC 24-06-116** **MOVED** by Peter F. Braun

That Development Permit 127-DP-24 in the name of Danny Friesen of Plan 072 5380, Block 03, Lot 01 be APPROVED with the following conditions:

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

1. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
2. **Minimum fuel tank/pumps setbacks:**
  - a) **9.1 meters (30 feet) front yard;**
  - b) **70 meters (230 feet) from the center line of Highway 88;**
  - c) **3.05 meters (10 feet) rear yard; from the property lines.**
3. All conditions and regulations set out by the Safety Codes Council of Alberta are to be met to their specifications and standards. Copy of the approval from Safety Codes Council of Alberta must be submitted to Mackenzie County prior to operation. Failure to do so will render this permit Null and Void.;
4. **The developer must enter into a development agreement with Mackenzie County.**
5. Permit expires July 3, 2025 should the Bulk Fuel Storage & Distribution need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;

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6. The site and sign shall be kept in a safe, clean, and tidy condition.
7. **All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.**
8. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
9. **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.**
10. **An Environmental Containment Plan shall be completed and a copy submitted to Mackenzie County prior to any construction. Failure to do so will render this permit Null and Void.**
11. **The landowner/developer shall provide a remediation certificate from the province of Alberta to Mackenzie County within three (3) years of vacating the site.**
12. Provide adequate clear signage locating exits, entrance and parking, as required by the Development Authority.
13. Development to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
14. Developer shall obtain all applicable Provincial approvals prior to commencing development. Copies of all approvals shall be submitted to Mackenzie County.
15. 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.
16. The municipality has assigned the following address to the noted property: 4200 45 Street. You are required to display the address (4200) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

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17. The site shall be landscaped as required by the Development Authority to ensure proper vegetation and tree coverage for appearance and drainage purposes.
18. The property must at all times be kept in a neat and orderly fashion.
19. 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.
20. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
21. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
22. Wiring and conduits of the sign must be concealed from view.
23. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
24. 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.
25. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers' expense.
26. 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.

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

## CARRIED

### 6. SUBDIVISIONS

- c) **26-SUB-24 David Zacharias  
7.1 Acre Subdivision  
NW-9-104-16-W5M**

**MPC 24-06-117** **MOVED** by Andrew O'Rourke

That Subdivision Application 26-SUB-24 in the name of David Zacharias of NW-9-104-16-W5M 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 approval is for a **Type B** subdivision, 7.01 acres (2.84 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) **Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,**

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- I. As per Alberta Transportation requirements, the applicant must obtain a Roadside Development Permit from Transportation and Economic Corridors.
- d) **All sewage disposals shall conform to the current Alberta Private Sewage Systems Standard of Practice,**
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) Provision of **municipal reserve in the form of money in lieu of land.** The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 7.01 acres; 10% of 7.01 acres equals 0.701 acres. The current market value for this property is \$7,000.00 per acre. **0.701 acres multiplied by \$7,000.00 equals \$4,907.00;**

**CARRIED**

**5. DEVELOPMENT**

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**b) 136-DP-24 Victory Faith Baptist Church  
Sign in “LC-TC” (Temporary)  
In the URW by Plan 792 1881, Block 18, Lot 1  
(10205 101 Street)(La Crete)**

**MPC 24-06-118** **MOVED** by David Driedger

That Development Permit 136-DP-24 in the name of Victory Faith Baptist Church 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 SIGN in a HAMLET shall be located a minimum of:**
  - a) **20.0m (66.0ft) from a regulatory SIGN;**
  - b) **1.5m (5.0ft) from the curb / sidewalk; and**
  - c) **2.0m (6.6ft) above the curb / sidewalk.**
2. Permit expires July 3, 2025 should the Sign need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
3. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
5. 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.;
  - e) Not break the sight triangle regulations.
6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed, including mowing around the sign site to one (1) meter in diameter.;
7. Wiring and conduits of the sign must be concealed from view.;
8. The sign shall not unduly interfere with the amenities of the LAND USE DISTRICT and/or ROAD/HIGHWAY Corridor in which they are located and/or adjacent to.;

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9. The quality, aesthetic character and finishing of SIGN construction shall be to the satisfaction of the Development Authority.;
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**

- c) **140-DP-24 Darrell & Tina Derksen  
Tourist Home in “H-R1” (Change of Use)  
in “LC-HC”  
Plan 212 0513, Block 02, Lot 13**

**MPC 24-06-119    MOVED** by Peter F. Braun

That Development Permit 140-DP-24 on Plan 212 0513, Block 2, Lot 13 in the name of Darrell & Tina Derksen be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of a Tourist Home (Change of Use) in the existing building.;
2. The Tourist Home shall meet all current National Building Code Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
4. 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.;

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5. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from East to West: 10309-1 105 Avenue, 10309-2 105 Avenue. You are required to display the addresses on the Units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
7. The TOURIST HOME shall not cause nuisances to adjacent properties.;
8. The operator of the TOURIST HOME shall not display any form of on-site advertising related to the TOURIST HOME.;
9. The maximum number of bedrooms in a dwelling unit used for a TOURIST HOME shall be four (4), with a maximum of two (2) guests per bedroom;
10. Not advertise the TOURIST HOME unless in possession of a valid DEVELOPMENT PERMIT at the time the advertisement is placed and displayed;
11. A Development officer may inspect a TOURIST HOME to ensure conformance with the associated development permit.
12. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters (400 square feet) of building area. One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).;
13. 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.;
14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
15. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developer's expense.;
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.

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**CARRIED**

**6. SUBDIVISIONS**

- a) **23-SUB-24 Danial Peters (Tompkins Landing)  
10 Acre Subdivision  
NE-1-104-17-W5M**

**MPC 24-06-120** **MOVED** by Andrew O'Rourke

That Subdivision Application 23-SUB-24 in the name of Danial Peters of NE-1-104-17-W5M 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 approval is for a **Type B** subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
  - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,

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

**CARRIED**

- b) **25-SUB-24 571950 Alberta Ltd.  
Urban Residential Subdivision Copperfield – Phase 1  
Plan 232 0489, Block 01, Lot 01**

**MPC 24-06-121** **MOVED** by David Driedger

That Subdivision Application 25-SUB-24 in the name of 571950 Alberta Ltd. on Plan 232 0489, Block 01, Lot 01 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 approval is for a 68 lot subdivision, 18.26 acres (7.35 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

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Municipality,

- b)** Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
- c)** Provision of all water lines, including all fittings and valves as required by the County,
- d)** Provision of municipal servicing (water and sanitary sewer) to each lot,
- e)** All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;
- f)** The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
  - I.** Drainage of internal road system,
  - II.** Erosion prevention systems, if required,
  - III.** Direction of site drainage, and
  - IV.** Elevation plans for each lot
- g)** Provision of paved internal roads, sidewalks, curb and gutter and other infrastructure as required by the County in accordance to Mackenzie County General Municipal Improvement Standards and Urban Development Standards Policy DEV001 at the Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- h)** Provision of paved access to each lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense. This requirement is in accordance with Urban Development Standards DEV001;
- i)** Provision of street lighting with underground wiring, design and location as required by the County,
- j)** Engineered signage package,
- k)** Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County.

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Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

- l) 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,
- m) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure,
- n) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- o) Any outstanding property taxes shall be paid in full prior to registration of title,
- p) Provision of off-site levies as required by the County as follows:

**I. Bylaw 1324-24 La Crete Off-Site Levy Bylaw**

An off-site levy may be used to pay for all or part of the capital cost of new or expanded facilities or land required for or in connection with any new or expanded facilities for:

- (a) the storage, transmission, treatment or supplying of water;
- (b) the treatment, movement or disposal of sanitary sewage;
- (c) storm sewer drainage; or
- (d) roads required for or impacted by a subdivision or development.

**Water Levy (2024) \$1000/ac**

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\$1000/ac times 18.26 ac = \$18,260.00

**Sanitary Sewer Levy (Catchment 1 (2024)) \$3015/ac**

\$3015/ac times 18.26 ac = \$55,053.90

**Total Off-Site Levies = \$73,313.90**

- q) Provision of **municipal reserve in the form of money in lieu of land**. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 18.26 acres; 10% of 18.26 acres equals 1.826 acres. The current market value for this property is \$15,000.00 per acre. **1.826 acres** multiplied by **\$15,000.00** equals **\$27,390.00**;
- r) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and 25% surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.
- s) **A caveat will be placed on the title of each lot to notify future landowners of the outstanding utility connection fees.**
- t) Subject to the passing of Bylaw 13xx-24, a rezoning Bylaw application to rezone part of Phase 1 from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2"

**CARRIED**

7. **MISCELLANEOUS**

- a) **Municipal Reserve**

For information.

8. **CLOSED MEETING**

- a) **None**

9. **MEETING DATES**

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- ❖ Thursday, July 18, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 15, 2024 @10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC 24-06-122** **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:37 a.m.

**CARRIED**

These minutes were adopted this 18<sup>th</sup> day of July, 2024.

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Erick Carter, Chair





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 17, 2024</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2024-07-12 - Minister of Seniors, Community and Social Services - Boreal Housing Foundation Concerns
- 2024-05-16 - La Create Recreation Society - Meeting Minutes
- 2024-06-18 - Upper Hay Regional Forests Public Advisory Committee (PAC) - Meeting Minutes
- 2024-07-05 - Northern Lakes College - Child and Youth Mental Health Worker Program
- 2024-07-09 - Alberta CARE Conference
- 
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- 

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

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

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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

## Mackenzie County Action List as of June 26, 2024

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

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Caitlin/Jen	In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• pursue acquisition of land parcels as identified on the map presented in red;</li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Caitlin	PLS180027  <b>Administration is following up with the timeline and has requested an answer.</b>
<b>October 9, 2018 Regular Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	TDL received expires 2025-04-30. ToHL awarded grant money for regional raw study.
<b>February 2, 2022 Regular Council Meeting</b>			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval.  PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	COW 22-06-073 The TCL Leases that are in the process are as follows:  Signed Offer to purchase PLS140031  <b>Survey is awaiting approval from Director of Surveys for PLS140031</b>
<b>June 22, 2022 Regular Council Meeting</b>			

Motion	Action Required	Action By	Status
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Darrell	Draft Complete, awaiting internal feedback
November 2, 2022 Budget Council Meeting			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Andy	In Progress
December 13, 2022 Regular Council Meeting			
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	FPT Requesting updated mapping. GIS Mapping Completed 2024-04-09
February 7, 2023 Regular Council Meeting			
23-02-106	That Mackenzie County commit to \$5M in municipal funding by means of Borrowing Bylaw towards local funding required to complete this project as per motion 18-06-472 to complete the Mackenzie Community Recreation Center project.	Darrell/Don/Jen	Grant Funding Denied Society is applying for alternative grant funding.
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	LUB Update
August 16, 2023 Regular Council Meeting			
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	Working with organization on agreements
October 11, 2023 Regular Council Meeting			
23-10-741	That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and installation of a disability playground in the hamlet of La Crete.	Don	Waiting Purchase Spring 2024
October 24, 2023 Organizational Council Meeting			
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	In Progress
October 25, 2023 Regular Council Meeting			

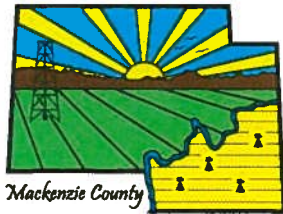
Motion	Action Required	Action By	Status
23-10-833	That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.	Caitlin	In Progress 2025 Deadline
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	LUB update
<b>November 14, 2023 Regular Council Meeting</b>			
23-11-878	That the following tax rolls be advertised for development and future consideration of sale at market value: <ul style="list-style-type: none"> <li>Tax Roll #082769</li> <li>Tax Roll #082770</li> <li>Tax Roll #082773</li> <li>Tax Roll #082443</li> <li>Tax Roll #230088</li> </ul>	Jen	Market Value obtained Communications drafted Additional tax forfeiture lands have received title. Update to Council – 2024-06-11 Working on communication plan including maps
23-11-895	That administration research the options for hamlet signage.	Caitlin	LUB Update
<b>February 13, 2024 Regular Council Meeting</b>			
24-02-097	That the PLS Application Process proceed as directed.	Darrell/Caitlin	In Progress
<b>March 27, 2024 Regular Council Meeting</b>			
24-03-249	That a letter be written to the Minister of Seniors, Community & Social Services regarding concerns with the housing in the region.	Louise/Darrell	In Progress
24-03-250	That administration continue to research different options for solid waste management.	Don	In Progress
<b>April 23, 2024 Committee of the Whole Meeting</b>			
COW 24-04-067	That the Chief Administrative Officer evaluation results be TABLED to a future Council meeting.	Darrell	<b>COMPLETE</b>
COW 24-04-068	That the Council-Self Evaluation report be TABLED to a future Council Meeting.	Darrell	<b>COMPLETE</b>
<b>April 24, 2024 Regular Council Meeting</b>			
24-04-312	That Mackenzie County communicates with the Town of Rainbow Lake and our energy ratepayers regarding our concerns on the plant based treaty recently signed by the Town of Rainbow Lake.	Darrell	
<b>May 22, 2024 Regular Council Meeting</b>			
24-05-407	That administration proceed with the offer to purchase for Plan 792 1881, Block 18, Lot 01 as per policy.	Caitlin	Awaiting appraisal results.
24-05-411	That administration provide the Mackenzie Aquatic Society with a letter outlining the funding available from Mackenzie County to use for matching grant applications for the Wellness Centre.	Darrell/Louise	In Progress waiting confirmation from society if they qualify for funding

Motion	Action Required	Action By	Status								
24-05-427	That Council grant the Municipal Planning Commission special variance authority of 40% for the Heimstaed Lodge Development Permit upon application.	Caitlin	Awaiting Development permit application.								
<b>May 28, 2024 Special Council Meeting</b>											
24-05-444	That the North Sanitary Trunk Sewer Contract #2 Lift Station contract be awarded to the proponent with the highest score on the matrix.	Darrell/John	Project review ongoing								
	<table border="1"> <thead> <tr> <th>Evaluation Criteria</th> <th>Points Available</th> <th>Green Acre Ventures Ltd.</th> <th>Northern Road Builders LP</th> </tr> </thead> <tbody> <tr> <td><b>Total</b></td> <td><b>100</b></td> <td><b>91</b></td> <td><b>92</b></td> </tr> </tbody> </table>	Evaluation Criteria	Points Available	Green Acre Ventures Ltd.	Northern Road Builders LP	<b>Total</b>	<b>100</b>	<b>91</b>	<b>92</b>		
Evaluation Criteria	Points Available	Green Acre Ventures Ltd.	Northern Road Builders LP								
<b>Total</b>	<b>100</b>	<b>91</b>	<b>92</b>								
<b>June 11, 2024 Regular Council Meeting</b>											
24-06-457	That the following tax rolls be advertised for development and future consideration of sale at assessed value: <ul style="list-style-type: none"> <li>Tax Roll #081767</li> <li>Tax Roll #313886</li> </ul>	Jen	Working on communication plan including maps								
24-06-479	That first reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, subject to Public Hearing.	Caitlin	Public Hearing 2024-07-16								
24-06-480	That first reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3", subject to public hearing input.	Caitlin	Public Hearing 2024-07-16								
24-06-484	That first reading be given to Bylaw 1340-24 being a Partial Road Closure Bylaw to close a portion of the road located within 106 Street and 99 Avenue within the Hamlet of La Crete.	Caitlin	<b>Bylaw sent to the Minister of Transportation for signature.</b>								
<b>June 26, 2024 Regular Council Meeting</b>											
24-06-489	That Council approve the request for street improvements along 99th Avenue and 106th Street at the cost of the developer.	Caitlin	<b>In Progress</b>								
24-06-491	That administration work with La Crete Co-op to accommodate right of way parking along 101 Street and La Crete Co-op will be responsible for clearing the snow.	Caitlin	<b>In Progress</b>								
24-06-494	That the Sale of County Property discussion be TABLED to a future Council Meeting.	Darrell									

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
24-06-495	That the Organizational Chart be approved as amended.	Louise	<b>COMPLETE</b>
24-06-499	That administration continue to work with Northern Road Builders contract negotiations on the North Trunk Sanitary Sewer Contract #2 – Lift Station Project.	John	<b>Project Review Ongoing</b>
24-06-501	That Mackenzie County appoints Councillor Morris to the Boreal Housing Foundation for the remainder of the 2024 term and notify Boreal Housing Foundation.	Louise	<b>COMPLETE</b>
24-06-502	That a letter be written to the Minister of Seniors, Community and Social Services and all affected ministries to address concerns with Boreal Housing Foundation regarding the Fort Vermilion Flood Mitigation Program.	Darrell	<b>COMPLETE</b>
24-06-504	That the 2024 One Time Budget be amended by \$87,133 for the Irrigation District Feasibility Study project, with funding coming from Alberta Agriculture and Irrigation Rural Economic Development – Small Community Opportunity Program grant.	Jen	<b>COMPLETE</b>
24-06-508	That third reading be given to Bylaw 1344-24 Remuneration for Volunteer Fire Fighters Bylaw as amended.	Louise	<b>COMPLETE</b>
24-06-510	That the Field of Dreams Stampede Committee be added as Additionally Named Insured under the County's Policy, and amend the 2024 Operating Budget to include the Field of Dreams Stampede Committee request for insurance funding of \$1,521 with funding coming from the Grants to Other Organizations Reserve.	Jen	<b>In Progress</b>
24-06-511	That a letter be sent requesting that the Field of Dreams Stampede committee apply for the yearly Non Profit Grant application for future years insurance funding requests.	Jen	<b>In Progress</b>
24-06-512	That the 2024 Capital Budget be amended to include BF 76278 Bridge Replacement in the amount of \$800,000, with funding of \$600,000 from the Alberta Transportation and Economic Corridors from the STIP – Local Road Bridge grant, and \$200,000 from the Bridge Reserve.	Jen	<b>COMPLETE</b>
24-06-513	That the 2024 Capital Budget be amended to include Regional Programmable Logic Controllers (PLC) and Supervisory Control and Data Acquisition - (SCADA) Upgrade project in the amount of \$576,000, with funding of \$298,021 from	Jen	<b>COMPLETE</b>

Motion	Action Required	Action By	Status
	the Alberta Transportation and Economic Corridors from the Water for Life grant, and \$277,979 from the Water/Sewer Infrastructure Reserve.		
24-06-514	That first reading be given to Bylaw 1343-24 being a Land Use Bylaw Amendment to rezone part of NW-04-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" to accommodate the construction of row housing and duplexes, subject to public hearing input.	Caitlin	<b>Public Hearing 2024-07-17</b>
24-06-515	That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2025 Leaders' Summit & Conference from April 9-11, 2025 in Kananaskis, Alberta:  1. Reeve Knelsen 2. Councillor Braun 3. Councillor Cardinal 4. Councillor Morris 5. Councillor Wardley	Louise	<b>COMPLETE</b>
24-06-517	That the four lateral waterline requests be approved.	John	<b>COMPLETE Contacting Residents to evaluate interest.</b>
24-06-518	That Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist Policy be brought to a future Council meeting with amendments as discussed.	John	<b>Being brought back to council in September of 2024.</b>
24-06-519	That administration enter into an agreement with Government Frameworks, and amend the 2024 Operating Budget by \$135,630 with funding coming from the General Operating Reserve.	Darrell	





# Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

July 12, 2024

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

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

Dear Minister:

## **RE: BOREAL HOUSING FOUNDATION CONCERNS**

Concerns have been growing about the governance of Boreal Housing ever since the Hiemstead Lodge was removed from its operations. Currently, a flood mitigation project is underway in Fort Vermilion, involving a partnership between the province, Mackenzie County, and Boreal Housing to relocate residents from the floodplain to higher ground. This significant task requires hard work and collaboration from all parties to ensure success.

Mackenzie County received \$16.1 million from three different government grant streams to develop new subdivisions, while Boreal Housing was allocated significant funds to cover the costs of new infrastructure and the relocation of homes under its management. As the municipality contributing the majority of the funding and being significantly affected by Boreal Housing's actions, but seemingly having no input, we have received numerous concerns from both board members and affected residents.

We request the Government of Alberta to investigate and assist Boreal Housing Foundation to ensure that the funds allocated for relocating Fort Vermilion's floodplain residents are used appropriately and effectively and that the Board understands the intent of the grant money received.

Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or [josh@mackenziecounty.com](mailto:josh@mackenziecounty.com) or our Chief Administrative Officer, Darrell Derksen at [cao@mackenziecounty.com](mailto:cao@mackenziecounty.com) or (780)-927-3718.

July 12, 2024

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Knelsen".

Joshua Knelsen  
Reeve  
Mackenzie County

- c: Hon. Dan Williams, Minister of Mental Health and Addiction  
Hon. Ric McIver, Minister of Municipal Affairs  
Hon. Mike Ellis, Minister of Public Safety and Emergency Services  
Mackenzie County Council  
Town of High Level  
Town of Rainbow Lake

**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
May 16, 2024**

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

**Present:** Joe Driedger, President  
Philip Krahn, Vice-President  
Dave Schellenberg, Treasurer/Shinny Rep  
Shawn Wieler, BHP Rep  
Henry Goertzen, Blumenort Rep  
John Zacharias, Blue Hills Rep  
Duffy Driedger, Minor Hockey Rep  
Peter F Braun, County Rep  
Jim Neudorf, Figure Skating  
George Fehr, Director  
Jonathan Klassen, Arena Manager  
Corrina Doerksen, Secretary/Bookkeeper  
Ed Wiebe, Recreation Coordinator

**Missing:** Lukas Peters  
Mike Schellenberg

**Call to Order:** President Joe Driedger called the meeting to order at 5:58 p.m.

**Approval of Agenda**

Peter F Braun moves to accept the agenda as presented.

CARRIED

**Recreation Coordinator Report- Ed Wiebe**

1. Recreation Coordinator Report by Ed Wiebe

**Financials:**

- 1: Financials were presented by Corrina Doerksen.

Dave Schellenberg moves to accept the April 2024 Financial Report.

CARRIED

**Approval of Previous Meeting's Minutes**

Philip Krahn moves to accept the April 18, 2024 regular meeting minutes as presented.

CARRIED

## **Business from Previous Minutes**

### **Review of Action Sheet**

1. Add Recreation Coordinator review annually in October.

### **Managers Report – Jonathan Klassen**

1. Managers Report presented by Jonathan Klassen

Henry Goertzen moves to accept the March 2024 Managers Report.

CARRIED

### **New Business:**

#### 9.1 Capital Projects and Asset Retirement

Corrina will let Mackenzie County know when any 50% match funding projects are approved by the LCRS board before the project begins. There will be an asset assessment for all Mackenzie County properties including buildings run by the LCRS happening shortly.

#### 9.2 Cimco

Old rink check valve needed to be replaced right away to ensure we didn't lose ice during the Loggers & Truckers tournament. Invoice for that project from Cimco was \$6479.22.

Jim Neudorf made a motion to submit the project to Mackenzie County for emergency funding.

CARRIED

#### 9.3 Active Communities Initiative Grant

Dave Schellenberg made a motion to pursue the Active Communities Initiative Grant for a new kitchen.

CARRIED

Dave Schellenberg moves to go in camera at 7:00 p.m.

Henry Goertzen moves to go out of camera at 7:14 p.m.

Shawn Wieler made a motion to accept the Managers Review as presented.

CARRIED

Duffy Driedger moves for the meeting to be adjourned at 7:16 p.m.

Next Meeting will be **June 13 2024 at 6:00pm.**

## ACTION SHEET

Following May 16, 2024 Meeting

<b>Action:</b>		<b>Assigned:</b>	<b>Date to be Completed:</b>	<b>Status:</b>
<b>1.</b>	Lumber Barons Agreement	LCRS	June 2024	Complete
<b>2.</b>				
<b>Ongoing &amp; Annual Items</b>				
<b>Action:</b>		<b>Assigned:</b>	<b>Date to be Completed:</b>	
<b>1.</b>	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
<b>2.</b>	Annual Manager's Performance Review	Subcommittee	Annually by April 30 <sup>th</sup>	
<b>3.</b>	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
<b>4.</b>	Send out meeting requests electronically to all board members.	Secretary	Monthly	
<b>5.</b>	Review arena rates	LCRS	Annually in January	
<b>6.</b>	Board Member Assignments	LCRS	Annually by LCRS AGM	
<b>7.</b>	Annual Recreation Coordinator Review	Subcommittee	Annually in October	

# Public Advisory Committee Meeting Minutes

Tuesday, June 18<sup>th</sup>, 2024  
5:00 pm Town of High Level Council Chambers  
5:30 pm, Microsoft Teams virtual meeting

Aaron Doepel (LCSM)	Mitch Baker (Silvacom)
David Asher (Northern Lights Forest Education Society)	Michael Wagner (Forest Hydrologist, Government of Alberta)
Fred Radersma (West Fraser)	Mike Stone (University of Waterloo)
Hanna MacEachern (Tolko)	Neil Beaudry (Tolko)
John Thurston (Northern Lights Forest Education Society/Hungry Bend Sandhills Wilderness Society)	Pat Cool (West Fraser)
Monica Emelko (University of Waterloo)	Raeline Wingerak (Tolko)
Melanie Plantinga (Public Advisory Committee Coordinator)	Rafaela Maltauro (University of Waterloo)
	Stephanie Grocholski (GOA)
	Trevor Lafreniere (Tolko Industries)
	Walter Tindall (Watt Mtn. Wanderers)

## **VIRTUAL ATTENDEES:**

Erik Peterson (Silvacom)  
Don Werner (Town of Rainbow Lake)

### **1. WELCOME**

- a. Traditional Territory acknowledgement.
- b. Introductions

### **2. CONCERNS AND RESPONSE TABLE REVIEW**

**Table is available at:**

**<https://highlevelwoodlands.com/public-engagement/>**

**I-70** How much area was harvested in 2024 to achieve the volume hauled to the mills?

**Response presentation is available at:**

**<https://highlevelwoodlands.com/public-engagement/>**

### 3. PRESENTATIONS

Presentations available at:

<https://highlevelwoodlands.com/public-engagement/>

#### 2024 Silviculture Plans

##### **West Fraser**

Tree planting following a burn salvage can be hazardous to planters (as seen in recent years). Standing trees within and on the edges of cutblocks is a concern. West Fraser and Tolko are working together to avoid sending planters into dangerous situations. There is 352ha of area that West Fraser harvested and would regenerate naturally to a deciduous stand. Instead, it will be planted with spruce trees. This area will grow to be deciduous / conifer mixed stand and Tolko will allow the same area in their salvage to return to a pure deciduous state. Comment – so basically an area trade? Yes.

If spruce trees are not going to be planted in hazardous areas, will blocks be left to regrow naturally? There are a couple of options to help regrow as much spruce as possible. A crew could be sent to fell trees. Or planters may plant as much of the block as possible, while staying a tree length away from dangerous trees. Areas which are not planted with spruce may have deciduous growth instead.

##### **Tolko / La Crete Sawmills**

Are surveys being conducted on “Bend and Break” treated areas to determine effectiveness? There were plots established last year and more will be this year and next year. There were plots done on other treatment areas, but many were lost in the recent burns.

What species of trees are being planted? Mainly white spruce, some pine. When are the planters starting? They started May 22<sup>nd</sup>. West Fraser will be doing their plant in July at the same time as the field tour. The contractor they are using is Apical. Where do the seeds for the seedlings come from? Cones are collected locally and sent out for seed extraction. That seed is then used for trees planted in the region. Tolko hopes to gather seed this year, depending on conditions. Trees planted must be grown from seed in the designated “seed zone”. Seed zones are determined by distance from collection points, elevation and latitude. What percentage of trees come from orchards? That information is not readily available, it will be shared at an upcoming meeting. Because of climate change is it possible that species native to an area may not grow in changing conditions? Research is being done to answer that question. What is the cost of “Bend and Break” compared to manual brushing or herbicide? Bend and Break stand tending costs twice as much as herbicide. Brushing costs two to three times more than herbicide.

#### Wildfire and Drinking Water Quality

You mentioned that there are some “Low hanging fruit” (ways to manage drinking water

treatability risks), what would those be? Preventing erosion helps mitigate the movement of sediment into water which carries phosphorus and can cause alluvial blooms. Research is being done on ways to reduce wildfire risk. Discussions about salvage harvest best management practices with studies to back them up are ongoing. EG. Salvage harvesting disturbance can cause erosion. Working in a burn may help water to penetrate the soil (reducing erosion). A forested area will have less erosion than a burned area so perhaps getting trees growing faster is beneficial. Michael, Monica, Mike and Rafela are here to share information and meet individuals in this community and in Rainbow Lake. There is a research project being initiated with ForWater, Tolko Industries and West Fraser to look at the effects of the 2023 wildfire on the water utility in Rainbow Lake. The Town of Rainbow Lake has been putting an enormous effort into this project by collecting samples for the past 2 or 3 months.

### Drinking Water VOIT

#### 4. ROUND TABLE

#### 5. UPCOMING EVENTS

- a. Northern Lights Forest Education Society Annual General Meeting  
Wednesday, June 19<sup>th</sup>, 4:30 pm
- b. Tree planting demonstration and field day.  
Saturday, July 20<sup>th</sup>, 2024 –  
Register: Call Melanie (587)743-1424 or

Melanie.plantinga@tolko.com

#### 6. NEXT MEETING – August 20<sup>th</sup>, 2024 Location to be determined.

Meeting ended 8:00pm





## Louise Flooren

---

**Subject:** FW: Congratulations to Northern Lakes College - Child & Youth Care Diploma - New Program Launched!  
**Attachments:** Request Letter of Support - Child and Youth Mental Health Worker Program - Northern Lakes College.pdf

---

**From:** Mary Joan Aylward <[admin@peacecountrycanada.com](mailto:admin@peacecountrycanada.com)>  
**Sent:** Friday, July 5, 2024 1:43 PM  
**To:** PREDA Administration <[admin@peacecountrycanada.com](mailto:admin@peacecountrycanada.com)>  
**Subject:** Fw: Congratulations to Northern Lakes College - Child & Youth Care Diploma - New Program Launched!

### To all PREDA members and northwest Alberta stakeholders:

Last year (March 2023) Northern Lakes College requested program development advocacy and support for a **Child and Youth Care** diploma in our region (see attached Letter of Support request PREDA distributed to regional stakeholders)

I am delighted to inform you that the proposed program - **Child & Youth Care Diploma**- which was submitted by Northern Lakes College to Advanced Education has been approved and will **start its first intake this September**. The link below showcases the program content, practicum requirements, and expected job opportunities for the graduates. This program has also been incorporated into the dual credit offering to our high-school students.

[Child and Youth Care Worker - Program Description](#)

On behalf of the PREDA membership, and regional stakeholder advocates that supported this request;

**Congratulations to Northern Lakes College on creating this new mental health program in our region.**

Collectively we look forward to assisting and advocating for the students of the **Child & Youth Care Diploma** program with pursuit of practicums and employment across our local children and youth services agencies.

**Please promote this new program by sharing this email with your Councils, Community Boards, Schools, FCSS, Childcare Centers, and Child & Youth agencies.**

Sincerely,  
Carolyn Kolebaba - Northern Sunrise County  
PREDA - Chair



# Registration Form

## ALBERTA CARE Conference 2024

September 11th-13th, 2024  
GENMEC Hall  
4315 50 Avenue, Bonnyville, AB

Names: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization: \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### **NO CHARGE FOR TOURS: (Buses picking up at front doors of GENMEC Hall)**

**Please indicate the number attending Wednesday Tour #1** \_\_\_\_\_

**OPTIONAL: Adventure Park - Pre-register \$35.00 includes Target Golf** \_\_\_\_\_

**Please indicate the number attending Wednesday Tour #2** \_\_\_\_\_

**OPTIONAL: Adventure Park - Pre-register \$35.00 includes Target Golf** \_\_\_\_\_

**Please indicate the number attending Thursday Tour #3** \_\_\_\_\_ (Boat)

**Please indicate the number attending Thursday Tour #4** \_\_\_\_\_

**Please indicate the number attending Thursday Tour #5** \_\_\_\_\_ (Boat)

**Golf Fees 18 Holes \$82.00 with 1/2 Cart (GST included)** \$ \_\_\_\_\_

**Conference Fee: \$600.00 p.p** \$ \_\_\_\_\_

**LESS 10% ( if 3 or more attend)** \$ \_\_\_\_\_

**GST(5%)** \$ \_\_\_\_\_

### Spouses or Guests attending meals:

Breakfast Buffet @ \$25.00 p.p. \$ \_\_\_\_\_

Luncheon @ 30.00 p.p. \$ \_\_\_\_\_

Banquet @ 60.00 p.p. \$ \_\_\_\_\_

(Above includes GST)

**TOTAL** \$ \_\_\_\_\_

**MAIL PAYMENT TO:** Alberta CARE, 5212 49 Street, Leduc, Alberta T9E 7H5

**EMAIL:** [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org) or for information call Cell: 780-668-6767

Please indicate any food allergies: \_\_\_\_\_



# 24th Annual Alberta CARE Conference

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

# 24th Annual Alberta CARE Conference

September 11th-13th

# 2024

## Accommodations

Microtel Inn  
5409 Lakeland Road, Bonnyville, AB  
1-780-687-2120

Block of Rooms under “Alberta CARE”



Block of Rooms under “Alberta CARE”



Best Western Hotel  
101 - 5401 43 Street, Bonnyville, AB  
1-780-826-6226

# 24th Annual Alberta CARE Conference

September 11th- 13th

# 2024

GENMEC Hall  
4315 - 50 Avenue  
Bonnyville, AB

## Who Should Attend?

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

**Silent Auction**  
Going once...

Going twice...

Beginning September 11th  
Ending September 12th at 8pm





## Tuesday, September 10th

9:00 a.m. - 5:00 p.m. Updated HHW HSP Course  
Register with Executive Director for Course registration.  
Course cost \$550.00 p.p Non-members \$575.00 p.p  
executivedirector@albertacare.org

## Wednesday, September 11th

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

11:00 a.m. Light Lunch and Refreshments

12:30 p.m. TOUR 1

*(Bus Provided)*

- Ardmore Landfill
- Cold Lake Fish Hatchery
- Kinsoo Ridge with Activities  
Cold Lake Brewers Beer tasting
- OPTIONAL -Adventure Park - Pre-register \$35.00 includes Target Golf (clubs provided)

OR

TOUR 2

- Ardmore Landfill *(Bus Provided)*
- Kinsoo Ridge with Activities  
Cold Lake Brewers Beer tasting
- OPTIONAL -Adventure Park - Pre-register \$35.00 includes Target Golf (clubs provided)

OR

TOUR 3

- Boat Tour to French Bay  
*(Limited Seating)*

1:00 p.m.

Welcoming Remarks from the Reeve of the MD of Bonnyville.

6:00 p.m. Welcoming Remarks from the Town of Bonnyville

**BUFFET BANQUET at the Kinsoo Ridge**  
(The MD of Bonnyville is offering pickup service from Genmec Hall at 2:00 p.m., 3:00 p.m., 4:00 p.m., and 5:00 p.m.)

6:15 p.m.

Buses returning to Bonnyville between 8:00 p.m. and 9:00 p.m.

## Thursday, September 12th

7:00 a.m. Exhibit Viewing & Buffet Breakfast at Genmec Hall

8:15 a.m. Welcome – Alberta CARE

8:30 a.m. Environmental Strategies and Accomplishments  
Brad Ollen, Manager Waste Services, MD of Bonnyville

9:15 a.m. Updated Alberta Extender Producers Responsibility.  
Ed Gugenhiemer. CEO, Alberta Recycling Management Authority

*(Coffee Side Board)*

10:00 a.m. Alberta Recycling Management Authority  
Collection Site Awards Of Excellence.  
Ed Gugenhiemer, CEO

10:30 a.m. Waste to Energy Project Phase II  
Art Sawatzky, General Manager  
Peace River Waste Management Company

11:15 a.m. Home Food Recycling Demo Unit  
Food Cycle Science Corp. presented by Rob Smith,  
Athabasca Regional Waste Services Commission

NOON BUFFET LUNCHEON

1:15 p.m. TOUR 4

- Grain Bag Rolling Demo - Fort Kent, AB
- Fort Kent Bin Site
- Waste Shredder DEMO - LaCorey Landfill

OR

1:30 p.m. Golfing at Bonnyville Golf and Country

*(Travel on your own)*

OR

1:30 p.m. TOUR 5

- Boat Tour to French Bay  
*(Limited Seating)*

*(Buses for Boat Tour Drop off and pickup back to Genmec Hall)*

5:00 p.m. Cocktails

6:30 p.m. **BUFFET BANQUET**

8:00 p.m. Silent Auction Ends

9:00 p.m. HOSPITALITY EVENING - Hosted by K&K Recycling

\$600.00 Registration Per Person  
Register 3 or more Delegates  
and receive a....

**10% Discount!**

## Friday, September 13th

7:00 a.m. Exhibit Viewing & Hot Buffet Breakfast

8:30 a.m. Posi-Shell, and Alternative for Daily cover for Landfills, Cost Saving Benefits,  
James Manchester, LSC Environmental

9:15 a.m. Innovating Waste Management at County of Wetaskiwin;  
Alberta's First End to End Circular Waste Solution Partnership with Nova Scotia clean-tech Company Scott MacDougall, CAO County of Wetaskiwin and Kevin Cameron, VP of Sustane, Business Development

10:00 a.m. WAIV Technology  
Leachate Evaporation  
Brad Granley, Founder, Seattle, Washington

11:00 a.m. Closing Remarks - Alberta CARE  
*(Coffee Side Board During Morning Sessions)*



Kinsoo Adventure Park



Sailing on Cold Lake



Biking and Quad Trails



Bonnyville and District Centennial Centre

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

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

**Cancellation Deadline  
August 28th 2024**

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