

# MACKENZIE COUNTY

## REGULAR COUNCIL MEETING

JULY 9, 2012

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Monday, July 9, 2012  
10:00 a.m.**

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

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a)	Call to Order	
<b>AGENDA:</b>	2.	a)	Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a)	Minutes of the June 27, 2012 Regular Council Meeting	7
		b)		
<b>DELEGATIONS:</b>	4.	a)	Green Hectares/FVSD Community Connector Pilot Project – 1:30 p.m.	
		b)		
		c)		
<b>GENERAL REPORTS:</b>	5.	a)	CAO and Director Reports	19
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<b>TENDERS:</b>	6.	a)	High Level Flood Control Project Phase II and III Tender	51
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<b>PUBLIC HEARINGS:</b>			Public Hearing scheduled for 1:00 p.m.	
	7.	a)	Bylaw 860-12 Land Use Bylaw Amendment to Rezone Plan 992 5332; Block 1; Lot 3 from Rural	53

Country Residential 2 "RC2" to Agricultural "A"  
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<b>PLANNING &amp; DEVELOPMENT:</b>	11.	a)	Bylaw 868-12 Land Use Bylaw Amendment to Add Auction Mart to the Hamlet Commercial 2 "HC2" Zoning	101
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<b>ADMINISTRATION/ CORPORATE SERVICES:</b>	12.	a)	Local Authorities Election Act	111
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<b>INFORMATION / CORRESPONDENCE:</b>	13.	a)	Information /Correspondence	139
<b>IN CAMERA SESSION:</b>	14.	a)	Legal <ul style="list-style-type: none"><li>• Access to Plan 0023789, Block 1, Lot 1</li><li>• Winter Petroleum Update</li></ul>	
		b)	Labour	
		c)	Land <ul style="list-style-type: none"><li>• CO<sub>2</sub> EOR</li></ul>	
<b>NEXT MEETING DATE:</b>	15.	a)	Regular Council Meeting Wednesday, July 25, 2012 10:00 a.m. Fort Vermilion Council Chambers	
<b>ADJOURNMENT:</b>	16.	a)	Adjournment	





## **MACKENZIE COUNTY REQUEST FOR DECISION**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the June 27, 2012 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the June 27, 2012 Regular Council meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That the minutes of the June 27, 2012 Regular Council meeting be adopted as presented.

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





**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, June 27, 2012  
10:00 a.m.**

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

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Odell Flett	Councillor
Eric Jorgensen	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
William (Bill) Kostiw	Exec. Director of Infrastructure Development & Government Relations
John Klassen	Director of Environmental Services & Operations
Carol Gabriel	Manager of Legislative & Support Services

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

Minutes of the Regular Council meeting for Mackenzie County held on June 27, 2012 in the Fort Vermilion Council Chambers.

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

Reeve Neufeld called the meeting to order at 10:05 a.m.

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

**MOTION 12-06-421** **MOVED** by Councillor J. Driedger

That the agenda be approved with the following additions:

- 11. d) Municipal Planning Commission
- 12. i) Fort Vermilion Building

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the June 12, 2012 Regular Council Meeting**

**MOTION 12-06-422**

**MOVED** by Councillor Bateman

That the minutes of the June 12, 2012 Regular Council meeting be adopted as amended.

**CARRIED**

**DELEGATION:**

**4. a) S/Sgt. Tom Love, Fort Vermilion RCMP-**

No delegation present.

**GENERAL REPORTS:**

**5. a) None**

**PUBLIC HEARINGS:**

**7. a) None**

**ENVIRONMENTAL  
SERVICES:**

**9. a) None**

**OPERATIONS:**

**10. a) Accesses**

**MOTION 12-06-423**

**MOVED** by Councillor Wardley

That administration and the Agricultural Land Use Planning Committee review accesses off provincial roads and bring back options.

**CARRIED**

**MOTION 12-06-424**

**MOVED** by Councillor J. Driedger

That administration develop a plan for accesses off municipal roads and bring back options.

**CARRIED**

Reeve Neufeld recessed the meeting at 10:58 a.m. and reconvened the meeting at 11:11 a.m.

**10. b) Roads to New Lands**

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

**MOTION 12-06-425**

**MOVED** by Councillor Braun

That consideration of the cost sharing of the roads to new lands projects be deferred until the negotiations with the Province are finalized.

**DEFEATED**

**MOTION 12-06-426**

**MOVED** by Councillor Wardley

That administration bring back a cost estimate and policy for supplying culverts and gravel for the non-refundable cost share proposals for roads to new lands, for budgeting purposes.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**11. a) Policy RESV10 Municipal Reserve**

**MOTION 12-06-427**

**MOVED** by Councillor Bateman

That Policy RESV10 Municipal Reserve be amended as presented.

**CARRIED**

**11. b) Development Permit Application 155-DP-12 Flight Training School at the La Crete Airport (La Crete Rural)**

**MOTION 12-06-428**

**MOVED** by Councillor Derksen

That Development Permit Application 115-DP-12, in the name of Wetaskiwin Air Services, on Part of Plan 122 2189, Area A (Part of SE 1-106-15-W5M), be APPROVED as presented.

**CARRIED**

**11. c) Development Permit Application 163-DP-12 Hanger at the Fort Vermilion Airport (Plan 122 3958, Area A, Lease Lot 4) (Fort Vermilion Airport)**

**MOTION 12-06-429**

**MOVED** by Councillor Bateman

That Development Permit 163-DP-12 be approved as presented.

**CARRIED**

**11. d) Municipal Planning Commission (ADDITION)**

Reeve Neufeld recessed the meeting at 12:05 p.m. and reconvened the meeting at 1:03 p.m.

**MOTION 12-06-430**

**MOVED** by Reeve Neufeld

That the Municipal Planning Commission discussion be received for information.

**CARRIED**

**ADMINISTRATION/  
CORPORATE  
SERVICES:**

**12. a) Water Management for Development of New Lands**

**MOTION 12-06-431**

**MOVED** by Councillor Wardley

That administration be instructed to proceed with an Expression of Interest/Request for Proposals for the water management for development of new lands project and review with Council to determine next steps.

**CARRIED**

**MOTION 12-06-432**

**MOVED** by Councillor Braun

That the Reeve, Chair of the Agriculture Service Board, and the Chair of the Agricultural Land Use Planning Committee be appointed to the Drainage Master Plan Ad Hoc Task Force.

**CARRIED**

**12. b) Mighty Peace Watershed Alliance – County Representative**

**MOTION 12-06-433**

**MOVED** by Councillor Wardley

That Councillor Flett be appointed as the County's representative on the Mighty Peace Watershed Alliance.

**CARRIED**

**12. c) FCSS Association Conference 2012**

**MOTION 12-06-434**

**MOVED** by Councillor Derksen

That Councillor Braun and Councillor Flett be authorized to attend the FCSS Association Conference on November 21 – 23, 2012 in Edmonton, AB.

**CARRIED**

**12. d) Alberta Forest Products Annual General Meeting and Conference**

**MOTION 12-06-435**

**MOVED** by Councillor Braun

That Councillor Derksen and Councillor D. Driedger be authorized to attend the Alberta Forest Products Annual General Meeting and Conference from September 26-28, 2012 in Jasper, Alberta.

**CARRIED**

**12. e) ADOA Conference**

**MOTION 12-06-436**

**MOVED** by Councillor Wardley

That Councillor J. Driedger be authorized to attend the 2012 Alberta Development Officers Association Conference being held September 23 – 26, 2012 in Drumheller, Alberta.

**CARRIED**

**12. f) July Council Meetings**

**MOTION 12-06-437**

**MOVED** by Councillor Bateman

That the August 14, 2012 council meeting be changed to August 22, 2012 and that the August 29, 2012 council meeting be cancelled.

**CARRIED UNANIMOUSLY**

**MOTION 12-06-438**

**MOVED** by Councillor Bateman

That the September 26, 2012 Council meeting be changed to September 24, 2012 to be held in Fort Vermilion at 10:00 a.m.

and that the October 9, 2012 Council meeting be changed to La Crete starting at 4:00 p.m.

**CARRIED**

Reeve Neufeld recessed the meeting at 1:46 p.m. and reconvened the meeting at 2:02 p.m.

**TENDERS:**

**6. a) Collection of La Crete Residential Waste Request for Proposals**

Councillor Bateman declared herself in conflict and left the meeting at 2:03 p.m.

**MOTION 12-06-439**

**MOVED** by Councillor Braun

That the requests for proposals for the residential waste pickup in the Hamlet of La Crete be opened.

**CARRIED**

Proposals Received

JL Waste Management	\$6.25 - Per Site/Per Month
Jake N. Krahn	\$6.94 - Per Site/Per Month
D & E Ventures	\$5.95 - Per Site/Per Month
John K. Wiebe	\$12.25 - Per Site/Per Month
652395 AB. Ltd. (L & P Disposals)	\$11.90 - Per Site/Per Month

**MOTION 12-06-440**

**MOVED** by Councillor Flett

That the contract for the residential waste pickup in the Hamlet of La Crete be referred to the Waste Management Ad Hoc Task Force for review and recommendation to Council.

**CARRIED**

Councillor Bateman rejoined the meeting at 2:10 p.m.

**COMMUNITY SERVICES:**

**8. a) Bylaw 866-12 Hamlet Residential Waste Collection**

**8. b) Bylaw 869-12 Fee Schedule Bylaw**

**MOTION 12-06-441**

**MOVED** by Councillor Derksen

That Bylaw 866-12 Hamlet Residential Waste Collection and Bylaw 869-12 Fee Schedule Bylaw be deferred to the Waste Management Ad Hoc Task Force for review and recommendation to Council.

**CARRIED**

**6. b) Fort Vermilion Solid Waste Transfer Station  
Caretaking Contract**

**MOTION 12-06-442**

**MOVED** by Councillor Braun

That the Fort Vermilion Solid Waste Transfer Station Caretaking contract tenders be opened.

**CARRIED**

Tenders Received

Martin Dyck	\$2,200.00 per month
James McAteer	\$1,100.00 per month

**MOTION 12-06-443**

**MOVED** by Councillor Bateman

That the Fort Vermilion Solid Waste Transfer Station Caretaking contract be awarded to the lowest qualified tender.

**CARRIED**

**6. c) High Level Flood Control Phase II & III Tender**

**MOTION 12-06-444**

**MOVED** by Councillor Bateman

That the High Level Phase II & III Flood Control Project tender closing be changed to the July 9, 2012 Council meeting.

**CARRIED**

**DELEGATION:**

**4. b) Fort Vermilion Spray Park**

**MOTION 12-06-445**

**MOVED** by Councillor Flett

That administration bring back more information regarding water usage and options for the Fort Vermilion spray park to the next meeting.

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

**CARRIED**

Reeve Neufeld recessed the meeting at 2:57 p.m. and reconvened the meeting at 3:12 p.m.

**12. g) Council Priorities**

**MOTION 12-06-446**

**MOVED** by Councillor Bateman

That the Priorities List for 2012-2013 be approved as amended.

**CARRIED**

**12. h) Town of Peace River – Letter of Support**

**MOTION 12-06-447**

**MOVED** by Councillor Flett

That a letter be sent to the Town of Peace River indicating Council's support of their initiative to bring WestJet air service to the region.

**CARRIED**

**12. i) Fort Vermilion Building (ADDITION)**

Discussion item.

**INFORMATION/  
CORRESPONDENCE**

**13. a) Information/Correspondence**

**MOTION 12-06-448**

**MOVED** by Councillor D. Driedger

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

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 12-06-449**

**MOVED** by Deputy Reeve Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:24 p.m.



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

**CARRIED**

**MOTION 12-06-450**

**MOVED** by Councillor Flett

That Council move out of camera at 4:04 p.m.

**CARRIED**

**14. a) Legal – Access to Plan 0023789, Block 1, Lot 1**

**MOTION 12-06-451**

**MOVED** by Councillor J. Driedger

That administration be authorized to negotiate the access to Plan 0023789, Block 1, Lot 1 as discussed.

**CARRIED**

**14. b) Labour**

**MOTION 12-06-452**

**MOVED** by Councillor Braun

That the AUPE update be received for information.

**CARRIED**

**MOTION 12-06-453**

**MOVED** by Councillor Bateman

That Council move in camera at 4:13 p.m.

**CARRIED**

**MOTION 12-06-454**

**MOVED** by Councillor Jorgensen

That Council move out of camera at 4:31 p.m.

**CARRIED**

**MOTION 12-06-455**

**MOVED** by Councillor Jorgensen

That administration proceeds to advertise the three Director positions using internal resources.

**CARRIED**

**NEXT MEETING  
DATE:**

**15. a)** Regular Council Meeting  
Monday, July 9, 2012  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**16. a) Adjournment**

**MOTION 12-06-456**

**MOVED** by Councillor Bateman

That the meeting be adjourned at 4:31 p.m.

**CARRIED**

These minutes will be presented to Council for approval on July 9, 2012

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

UNAPPROVED



## **MACKENZIE COUNTY REQUEST FOR DECISION**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

### **BACKGROUND / PROPOSAL:**

CAO and Director reports are attached for information.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That the CAO report for July 2012 be received for information.

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



# Mackenzie County

## Monthly CAO Report to Council – July 5 2012

The month of June was a busy month with ratepayer meetings across the County. The County's charitable fundraising golf tournament was another success and, as always, thanks to all organizers, contributors, sponsors, and volunteers. Despite the shortage in personnel, we are moving forward with our annual programs, initiatives, projects.

The report provides highlights on some completed or ongoing initiatives.

1. **Council Workshop** – a workshop was held and Council discussed the 2012-2013 priorities. The priorities list was officially approved during June 27<sup>th</sup> Council meeting.
2. **Organizational Structure** – a revised organizational chart was presented and approved by Council at their June 12<sup>th</sup> regular council meeting. A general staff meeting was held on June 13<sup>th</sup> and the new chart was introduced and is in effect. As a result, we are currently in search of three Directors: Community Services and Operations, Corporate Services, Planning & Development and Enforcement Services. At this point, we are advertising for the positions using our internal resources.
3. **AUPE Negotiations** – The County's legal counsel had submitted the formal proposal based on Council's direction at the May 23<sup>rd</sup> meeting. The AUPE has submitted a request for mediation. The County's legal counsel is assisting the County in this process.
4. **Highway 88 Connector Paving** - the contract was awarded with the project cost of paving 12 kilometers on the west end being \$7,983,039 including engineering (*April 11<sup>th</sup>, 2012 Motion 12-04-251: "That Council approve tendering base paving of the west 12 km of the Highway 88 Connector by May 2012 with construction to be completed by October 15, 2012".*) Please note that the County's borrowing bylaw for this project permits borrowing up to \$12.4M.
5. **Master Drainage Planning** – the second meeting took place on June 19<sup>th</sup> and was well attended by provincial representatives. A committee is working on establishing an Expression of Interest with an intent of selecting up to three engineering firms to be involved in developing a Terms of Reference for this master plan development.
6. **Infrastructure to New Lands** – Administration is working on refining or establishing internal policies regarding new roads and drainages. Meanwhile, the County needs to continue with its efforts towards obtaining provincial assistance towards the new infrastructure. A meeting is scheduled for July 23<sup>rd</sup> in Edmonton with the Ministers of Transportation, Minister of Environment and SRD, and our MLA.

7. **Fort Vermilion Gravel Pit** – A meeting was held with Ed Capps engaged by the County to assist in identifying potential conditions for approval if this is to happen. A site visit was made and Mr. Capps has provided the County's administration with his written opinion. Mr. Capps's services will be utilized in reviewing the development permit and recommending the conditions of approval should it be submitted.
8. **Seniors Housing in the Region** – waiting for the results of the Minister's review of MHMB and recommendations from the consultant.
9. **Regional Collaboration Initiative** (Towns of High Level and Rainbow Lake) – a meeting is being arranged on July 24th with representatives of the Municipal Affairs' facilitating team and later with the Towns - working towards development of the scope of the study. I am working on developing a presentation as directed by Council and identified in the priorities list.
10. **Land Use Framework** –A regional meeting with forestry industry representatives was held on June 8<sup>th</sup> and a meeting is scheduled for July 6<sup>th</sup> with our MLA Frank Oberle. July 9<sup>th</sup> Council package also includes an update from MMSA regarding the upcoming meetings.
11. **Tax Arrears** – we are having tax collection issues with two oil companies. Brownlee was engaged in assisting with collections. Winter Petroleum representative made a presentation to Council at June 12<sup>th</sup> meeting and Council directed administration to enter into a payment plan agreement. The details of the agreement have been worked out with the legal assistance and the agreement is being signed.
12. **Bursaries** – we are currently advertising as there is \$8,000 in unallocated bursary funds left after the first round of advertising.

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

Respectfully submitted,

Joulia Whittleton

## **Monthly Report to the CAO**

For the month of July 2012

From: William (Bill) Kostiw  
Director of Infrastructure Development and Government Relations

The past month has been extremely busy, especially due to staff shortages, projects and development matters. The following is a brief overview of the departments I am responsible for and currently helping cover.

### **A) INFRASTRUCURE DEVELOPMENT & GOVERNMENT RELATIONS**

#### **New Lands:**

We are currently working with the province to develop an overall Water Management Master Plan. We have developed a small working committee to define a scope of work for a consultant. The role of the consultant would be to draft a Master Drainage Plan for Council's perusal. We are also working on plans for the fish bearing streams.

We intend to keep pursuing provincial funds for road construction to these new lands.

#### **Major Roads:**

Highway 88 is progressing a bit slower than anticipated. Hopefully the weather cooperates and the contractors beef up their operations.

Highway 58 paving west of High Level should be completed by mid-August and that crew will move to the Zama road. The extension of Highway 58 to Fort Nelson is gaining momentum as we get more support from industry. We hope to get the meeting between Alberta and B.C. Cabinet Ministers this fall. I have requested NCDC to have this road on their next agenda.

The Highway 88 connector and the Zama road access are both scheduled to start culvert repair in July and full construction should commence August 2012.

We currently have four proposals for the Tompkins Bridge "A" established and the lowest bid is within budget (\$15,000). We intend to proceed in August to get this completed.

The other projects I will get to as soon as possible are as follows:

- CO<sub>2</sub> EOR
- Mackenzie Pipeline (NWT)
- Footner Forest Products (Ainsworth)
- The Forest Products Roadmap

- Mustus Energy
- High Voltage Power Lines

**B) PLANNING & DEVELOPMENT**

This department is very busy with Safety Codes, development permits, development agreements as well as working with current and potential new developers.

We hope to work on new or updated area structure plans in the near future. We also will work on Policy & Procedures once we hire a new Director. We have some issues with renegade/unauthorized developments which we are trying to figure out how to resolve.

**C) COMMUNITY SERVICES & OPERATIONS**

This department is also very busy with projects and maintenance of roads, parks, grounds and facilities. The amount of paperwork seems to increase exponentially every year.

In summary we are moving forward and I would be pleased to provide more information or answer any questions.



## Monthly Report to CAO

For the month of July, 2012

From: John Klassen, Director of Environmental Services &  
Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Dust Control	June 2012	Completed
Regraveling	June/July 2012	Started in Blue Hills which is now complete and currently working through the La Crete area and heading Northward.
Bridge Repairs	July, 2012	BF-76728 (By Al's place) has been repaired.
Drainage	July/August 2012	Will start replacing culverts and ditch cleaning to enhance drainage.
Patching	July, 2012	Ongoing Hamlet pothole patching
Crack sealing	July, 2012	To commence shortly
Line Painting	July, 2012	To take place when the crack sealing is complete.

### Capital Projects

Projects	Timeline	Comments
Rural Water Line	June/July 2012	Meter pits have arrived and we plan to start connections.
88 Connector	October 2012	In the process of awarding the tender.
La Crete Lagoon Upgrade	2012/2013	We are still in the process of acquiring the land and Focus is developing a clearing and grubbing tender. We will acquire a TFA in order to proceed.
Capital Bridge Repairs	2012	BF-80938 & 80939 (88 connector) We have received a letter confirming the Provincial funding and are proceeding to tender.
Ponton Road	August 31 <sup>st</sup>	Survey is complete and waiting for ATCO to move the power line so we can start construction.
Road Requests	July, 2012	Construction in progress.

**Personnel:** We have filled the two positions in the La Crete area; Amanda Losee as the PW's Admin Assistant and Greg Peters as the Equipment Operator 1 position.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes – May 24 and June 7, 2012</b>

### **BACKGROUND / PROPOSAL:**

Information item. The adopted minutes of the May 24 and June 7, 2012 meetings are attached.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That the Municipal Planning Commission meeting minutes of May 24 and June 7, 2012 be received for information.

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



**Mackenzie County  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, May 24, 2012 @ 10:00 a.m.**

**PRESENT**

John W. Driedger	Chair, Councillor, MPC Member
Wally Schroeder	Vice-Chair, MPC Member
Jacque Bateman	MPC Member, Councillor
Beth Kappelar	MPC Member

**ABSENT**

Danny Friesen	MPC Member
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**ADMINISTRATION**

Bill Kostiw	Executive Director of Infrastructure Development & Government Relations
Liane Lambert	Development Officer
Christopher Wilcott	Planner
Jennifer Braun	Administrative Assistant

**1. CALL TO ORDER**

John W. Driedger called the meeting to order at 10:05 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 12-082**    **MOVED** by Jacque Bateman

That the agenda be adopted with the following deletion;

**5a)Subdivision Application 06-SUB-12  
NE 8-104-15-W5M; Buffalo Head Prairie  
Russell & Susie Friesen;**

as well as the following addition;

**5c)Alberta Development Officers Annual Conference**

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MOTION 12-083**    **MOVED** by Jacque Bateman

That the minutes of the May 10, 2012 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

On April 12, 2012, Motion 12-053 was made. This Motion needs to be amended to read:

**MOTION 12-053      MOVED by Beth Kappelar**

That Development Permit 51-DP-12 on SE 14-104-17-W5M in the name of John Zacharias be APPROVED with the following conditions:

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

1. A variance is granted to allow for a minimum building setbacks are: 23.77 meters (78 feet) from the south road allowance and 15.24 meters (50 feet) from any other property lines.
2. The existing residence (Single Family Dwelling) shall be removed from the property after occupancy of the new Single Family Dwelling (house).
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. No ancillary/farm buildings erected/or moved onto the site shall be used as a dwelling.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developer's expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant

to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

8. **All conditions and requirements by Alberta Infrastructure and Transportation are to be met to their specifications and standards. Failure to do so shall render this permit Null and Void.**
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**4. SUBDIVISION**

- a) **Subdivision Application 16-SUB-12  
Part of NE 34-105-15-W5M; La Crete Rural  
Bennie & Jeannie Gerbrandt**

**MOTION 12-084      MOVED** by Beth Kappelar

That Subdivision Application 16-SUB-12 in the name of Bennie and Jeannie Gerbrandt on NE 34-105-15-W5M, be APPROVED with the following conditions:

1. This approval is for a 2 lot subdivision, north lot 4.98 acres (2.01 hectares), south lot 3.72 acres (1.50 hectares), both totalling 8.70 acres (3.52 hectares).
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,

- c) Construction of an access to each lot created by the subdivision to County standards at the developers' expense,
- d) **Prior to any development, contact Alberta Environment for an assessment to ensure that the development complies with the Water Act.**
- e) **Any activity such as infilling within the wetland, requires authorization under the Water Act. A Qualified Wetland Aquatic Environmental Specialist (QWAES) would be required to conduct an assessment of the area affected and establish mitigation measures to minimize any impacts to the wetland. Compensation is required for the loss of the wetland area and function resulting from the activity. Current provincial wetland policy sets the compensation ratio at 3:1, meaning three times the assessed value of the disturbed wetland area would be paid to a wetland restoration agency to aide in funding of wetland restoration projects. Both are required prior to any authorization being issued by AE&W to allow development within the wetland area. All costs associated with the QWAES and incorporation of any recommendation, including compensation, is to be borne entirely by the proponent.**
- f) Negotiations for easements as required by the utility companies. The developer shall be responsible for any line relocation or correction costs that occur as a result of this development. All utility lanes must be accessible. All public utility lanes shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes shall be to engineered plans and completed prior to the installation of utilities,
- g) Provision of utilities (power, gas, telephone, etc.) Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality. 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,
- h) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
  - a. Erosion prevention systems, as required
  - b. Direction of site drainage



- i) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market assessed value for this property is \$8,000.00 per acre. Municipal reserve is charged at 10%, which is \$800.00 per subdivided acre. **8.70 acres times \$800.00 equals \$6,960.00,**
- j) **An assessment, prepared by a qualified person, of surface or subsurface characteristics of the land that is to be subdivided including susceptibility to potential for any flooding, slumping or subsidence or erosion of the land, the depth of the water table and suitability for any proposed onsite sewage disposal system,**
- k) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- l) **This Development Agreement shall be registered by Caveat, ensuring that 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 any proposed development. It is the responsibility of the applicant to ensure that adequate drainage and other precautions are taken to avoid water damage to any future development.**
- m) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- n) 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.

**CARRIED**

- b) **Subdivision Application 17-SUB-12  
P042 6687, B1, L1 (Pt. of SE 26-104-17-W5M); Tompkins  
Mary Gerbrandt**

**MOTION 12-085      MOVED** by Wally Schroeder

That Subdivision Application 17-SUB-12 in the name of Mary Gerbrandt, on Plan 042 6687; Block 1; Lot 1 (Pt. of SE 26-104-17-W5M), be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 10 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) **Prior to any development adjacent to the creek, contact Alberta Environment for an assessment to ensure that the development complies with the Water Act.**
  - c) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - d) A dedication of the most southerly 5.18 meters of the proposed subdivision is required for future road widening.
  - e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - f) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.
  - g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - h) **Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$\_\_\_\_.\_\_\_\_ per acre. Municipal reserve is charged at 10%, which is \_\_\_\_\_ per subdivided acre. 10 acres times \$\_\_\_\_.\_\_\_\_ equals \$\_\_\_\_.\_\_\_\_.**
  - i) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - j) 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.

**CARRIED**

**c) Subdivision Application 21-SUB-12  
NW 22-106-11-W5M; North of Tallcree  
Jacob & Elizabeth Dyck**

**MOTION 12-086      MOVED** by Jacquie Bateman

That Subdivision Application 21-SUB-12 in the name of Jacob and Elizabeth Dyck, on NW 22-106-11-W5M, be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 13.41 acres (5.43 hectares) in size.
2. Applicant/developer shall enter into a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) A dedication of the most westerly 5.18 meters of the proposed subdivision is required for future road widening.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - e) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas 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.

**CARRIED**

**d) Subdivision Application 24-SUB-12  
SW 32-107-13-W5M; Blumenort  
David & Susan Schmidt**

**MOTION 12-087      MOVED** by Beth Kappelar

That Subdivision Application 24-SUB-12 in the name of David and Susan Schmidt, on SW 32-107-13-W5M, be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 18.31 acres (7.41 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Applicant/developer shall enter into a Developer's Agreement with the Municipal District of Mackenzie which may contain, but is not limited to:
  - a. Provision of access to the subdivision and the balance of the quarter in accordance to Mackenzie County standards and at the developer's expense.
  - b. The two 80 acre parcels (north half and south half of SW 32-107-13-W5M) shall be consolidated back into one quarter section at the same time as the registration of this application 24-SUB-12.
  - c. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
    - i. **The existing pumpout sewer system must be brought up to the Alberta Private Sewage Systems Standard of Practice 2009.**
      1. **Minimum distance requirements for a sewage discharge line are:**
        - a. **91.44 meters (300 feet) from all property lines,**
        - b. **45.72 meters (150 feet) from septic tank and,**
        - c. **45.72 (150 feet) from all water source and watercourse.**

- ii. **The pumpout discharge line must be moved 10.17 meters (33.37 feet) to the east and 6.91 meters (22.67 feet) to the north prior to registration at Alberta Land Titles**
- d. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
- e. **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f. Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g. Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**CARRIED**

**5. MISCELLANEOUS ITEMS**

**a) Action List**

The Action List of May 10, 2012 was reviewed.

**CARRIED**

**b) Service Road Along 109<sup>th</sup> Avenue, La Crete**

**MOTION 12-088      MOVED** by Jacquie Bateman

That the Municipal Planning Commission go in camera at 10:16 a.m.

**CARRIED**

**MOTION 12-089      MOVED** by Jacquie Bateman

That the Municipal Planning Commission go out of camera at 10:55 a.m.

**CARRIED**

**MOTION 12-090      MOVED** by Beth Kappelar

That the Service Road Along 109<sup>th</sup> Avenue, La Crete be received for information.

Bill Kostiw left the meeting at 10:49 a.m. and did not return.

**c) Annual Development Officers Association Conference**

**MOTION 12-091      MOVED** by John W. Driedger

That Liane Lambert, Wally Schroeder and Beth Kappelar register to go to the Annual Development Officers Association Conference.

**CARRIED**

**6.      NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ June 7, 2012 at 10:00 a.m. in La Crete
- ❖ June 28, 2012 at 10:00 a.m. in Fort Vermilion
- ❖ July 12, 2012 at 10:00 a.m. in La Crete
- ❖ July 26, 2012 at 10:00 a.m. in Fort Vermilion

**7.      ADJOURNMENT**

**MOTION 12-092      MOVED** by Jacquie Bateman

That the Municipal Planning Commission meeting be adjourned at 11:01 a.m.

**CARRIED**

These minutes were adopted this 7<sup>th</sup> day of June, 2012.

**(original signed)**

\_\_\_\_\_  
John W. Driedger, Chair

**Mackenzie County  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, June 7, 2012 @ 10:00 a.m.**

**PRESENT**

John W. Driedger	Chair, Councillor, MPC Member
Wally Schroeder	Vice-Chair, MPC Member
Jacque Bateman	MPC Member, Councillor
Beth Kappelar	MPC Member
Danny Friesen	MPC Member (via teleconference, left at 10:38 a.m.)

**ADMINISTRATION**

Joulia Whittleton	Chief Administrative Officer
Bill Kostiw	Executive Director of Infrastructure Development & Government Relations
Liane Lambert	Development Officer
Dallas Campbell	Development Officer
Jennifer Braun	Administrative Assistant
Chelsea Derksen	Administrative Assistant
Kate Klassen	Administrative Assistant

**DELEGATIONS**

John Braun	La Crete Co-op Manager
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**1. CALL TO ORDER**

John W. Driedger called the meeting to order at 10:07 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 12-093** **MOVED** by Jacque Bateman

That the agenda be adopted with the following additions;

6d) Town of High Level  
Land Use Bylaw Amendment Application Bylaw 922-12

6e) Acreage Pricing

**CARRIED**

**3. MINUTES**

a) **Adoption of Minutes**

**MOTION 12-094**    **MOVED** by Beth Kappelar

That the minutes of the May 24, 2012 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

b) **Business Arising from Previous Minutes**

There was no business arising from previous minutes.

John W. Driedger declared conflict of interest turned over the chair to Wally Schroeder at 10:12 a.m.

4.    **DELEGATIONS**

- a) **Development Permit Application 140-DP-12  
La Crete Co-op; Retail Store Warehouse Addition & Service Station Additions (Gas Pump & Propane Fueling Station)  
Plan 902 2145, Block 21**

**MOTION 12-095**    **MOVED** by Beth Kappelar

That Development Permit 140-DP-12 on Plan 902 2145, Lot 21 in the name of La Crete Co-op be APPROVED with the following conditions:

1. **Approval of Service Station Additions (Propane Fueling Station and New Gas Pump at the Cardlock Station) with setbacks:**
  - i. 9.14 meters (30 feet) east, west and north yard;
  - ii. 1.52 meters (5 feet) south yard,
2. All conditions set out by the Petroleum Tank Management Association of Alberta shall be adhered to.
3. The Propane Fueling Station and new Gas Pump shall meet all applicable Alberta Safety Code and Fire code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. **Approval of Retail Store Warehouse Addition with setback variance as noted in Condition 5 iii.**



**5. Minimum Retail Store Warehouse Building setbacks:**

- i. 9.14 meters (30 feet) east and north yard;
  - ii. 1.52 meters (5 feet) south yard,
  - iii. **2.28 meters (7.5 feet) from west property line.**
6. The Retail Store Warehouse addition shall meet all applicable Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
  7. New construction only. 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 exterior of the Retail Store Warehouse addition and the existing Retail Store Warehouse shall be similar in appearance and color.
  9. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
  10. The municipality has assigned the following address to the noted property 10502-100<sup>th</sup> Street. You are required to display the address (10502) 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.
  11. The lowest opening of the building shall be a minimum of 0.6 meters (1.97 feet) above the curb elevation of 100<sup>th</sup> Street.
  12. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
  13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

Wally Schroeder turned the chair back to John W. Driedger at 10:30 a.m.

John Braun left the meeting and did not return.

**5. DEVELOPMENT**

**b) Development Permit Application 114-DP-12  
Joash & Tracy Siemens; Fence over 4' in the Front Yard  
Plan 912 3390; Block 19; Lot 10**

**MOTION 12-096** **MOVED** by Jacquie Bateman

That Development Permit 114-DP-12 on Plan 912 3390; Block 19; Lot 10 in the name of Joash and Tracy Siemens be APPROVED with the following conditions:

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

1. **Approval of a fence with variance as noted in condition 2.**
2. **Maximum height of fence: 1.37 meters (4.5 feet) for the first 18.75 feet of the YARD - FRONT and up to 6 feet for the remainder of the YARD.**
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
4. The fence shall not encroach onto adjacent properties.
5. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- c) Development Permit Application 115-DP-12  
Jake Driedger (1291868 AB Ltd.); 4 Road Side Signs  
Road Plan 842 1233 and Road Plan 922 1174**

**MOTION 12-097** **MOVED** by Wally Schroeder

That Development Permit 115-DP-12 on Road Plan 842 1233 Road Plan 922 1174 in the name of Jake Driedger be APPROVED with the following conditions:

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

1. **This permit approval is for two signs as shown in the attached site plan which shall be placed within the bounds of Road Plan 842 1233 and Road Plan 922 1174.**
2. **This permit may be revoked at any time, if, in the opinion of the Development Authority, the sign is detrimental to visibility and safety of vehicular and pedestrian traffic.**
3. **The other two signs located on Highway 697 adjacent to NW 12-106-15-W5M and the north side of Highway 697 adjacent to Greenwood Acres shall be at the Approval of Alberta Transportation under the Provincial Tourist Orientation Directional Signs (TODS). Contact TOD at 1-800-560-7446.**
4. The signs shall not exceed **2 x 7.75 ft (1.44 m<sup>2</sup>)** in size and shall be the same make and design as required by Alberta Transportation and Provincial Tourist Orientation Directional Signs (TODS).
5. The sign shall be located a minimum of:
  - a. 200 meters from regulatory signs, and
  - b. not less than 3.1 meters (10 feet) from the outer edge of the road.
6. The sign shall be a minimum of 1.5 meters (5 feet) to a maximum of 2.5 meters (8 feet) in height above the shoulder of the road.
7. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

8. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
9. The architecture, construction materials and appearance of sign shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
10. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
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**

Danny Friesen left at 10:38 a.m. and did not return.

- d) Development Permit Application 138-DP-12  
Jerry Neustaeter; Fence over 4' in the Front Yard  
Plan 052 5689; Block 30; Lot 24**

**MOTION 12-098      MOVED** by John W. Driedger

That Development Permit 138-DP-12 on Plan 912 3390; Block 19; Lot 10 in the name of Jerry Neustaeter be APPROVED with the following conditions:

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

1. **Approval of a fence with variance as noted in condition 2.**

2. **Maximum height of fence: 1.52 meters (5 feet) for the first 7.62 (25 feet) of the YARD - FRONT and up to 6 feet for the remainder of the YARD.**
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
4. The fence shall not encroach onto adjacent properties.
5. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- e) **Development Permit Application 139-DP-12  
Buffalo Head Mennonite School; Public Use (Portable Units)  
Plan 052 0688, Block 01, Lot 04 (Part of SE 15-104-17-W5M)**

**MOTION 12-099**      **MOVED** by Jacquie Bateman

That Development Permit 139-DP-12 on Plan 052 0688, Block 01, Lot 04 (Part of SE 15-104-17-W5M) in the name of Buffalo Head Mennonite School be APPROVED with the following conditions:

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

1. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
3. The Portable Classroom Unit shall meet all Alberta Safety Codes requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit null and void.
4. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
6. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
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**

- f) **Development Permit Application 135-DP-12  
Ernie Peters; Fence over 4' in the Front Yard  
Plan 912 3390; Block 19; Lot 9**

**MOTION 12-100**    **MOVED** by Danny Friesen

That Development Permit 135-DP-12 on Plan 912 3390; Block 19; Lot 9 in the name of Ernie Peters be APPROVED with the following conditions:

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

1. **Approval of a fence with variance as noted in condition 2.**
2. **Maximum height of fence: 1.37 meters (4.5 feet) for the first 18.75 feet of the YARD - FRONT and up to 6 feet for the remainder of the YARD.**
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
4. The fence shall not encroach onto adjacent properties.
5. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

### **CARRIED**

John W. Driedger recessed the meeting at 10:45 a.m. and reconvened at 11:01 a.m.

### **6. SUBDIVISION**

a) **Subdivision Application 14-SUB-12  
Part of 10-106-15-W5M; La Crete  
Northpoint Business Park**

**MOTION 12-101**     **MOVED** by Wally Schroeder

That Subdivision Application 14-SUB-12, in the name of Northpoint Business Park, be tabled until further information regarding the East road allowance has been made with the developer.

**CARRIED**

7.     **MISCELLANEOUS ITEMS**

a) **Old LCCF Lot Resurveying**

**MOTION 12-102**     **MOVED** by Jacquie Bateman

That the MPC recommends to the Planning and Development Department to consider this is a matter that the individual property owners should address at their own costs.

**CARRIED**

b) **ADOA Conference**

**MOTION 12-103**     **MOVED** by Wally Schroeder

That the MPC request Council to support Councillor John W. Driedger, Chair of the Municipal Planning Commission, to attend the Annual Development Officer Association Conference on September 23-26, 2012 in Drumheller, AB.

**CARRIED**

c) **Action List**

The Action List of June 5, 2012 was reviewed.

**MOTION 12-104**     **MOVED** by John W. Driedger

That the Planning & Development Department further research adding a clause to the development permit regarding contaminated lots.



**CARRIED**

**d) Land Use Bylaw Amendment Application Bylaw 922-12**

**MOTION 12-105**    **MOVED** by Beth Kappelar

That the Municipal Planning Commission bring the Land Use Bylaw Amendment Application Bylaw 922-12 for the Town of High Level to the Council Meeting on June 12, 2012.

**CARRIED**

**e) Acreage Pricing**

**MOTION 12-106**    **MOVED** by Wally Schroeder

That the Municipal Reserve Policy be clarified with legal assistance.

**CARRIED**

**8.    NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ June 28, 2012 at 10:00 a.m. in Fort Vermilion
- ❖ July 12, 2012 at 10:00 a.m. in La Crete
- ❖ July 26, 2012 at 10:00 a.m. in Fort Vermilion
- ❖ August 9, 2012 at 10:00 a.m. in La Crete

**9.    ADJOURNMENT**

**MOTION 12-107**    **MOVED** by Beth Kappelar

That the Municipal Planning Commission meeting be adjourned at 11:51 a.m.

**CARRIED**

These minutes were adopted this 28<sup>th</sup> day of June, 2012.

**(original signed)**  
John W. Driedger, Chair





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>William (Bill) Kostiw, Director of Infrastructure Development &amp; Government Relations</b>
<b>Title:</b>	<b>TENDER High Level Flood Control Phase II &amp; III</b>

### **BACKGROUND / PROPOSAL:**

A motion was made at the June 12, 2012 council meeting to add High Level Flood Control Project Phase III to the Phase II tender.

The High Level Flood Control Phase II and III tender will be received until 2:00 p.m. July 9, 2012.

### **OPTIONS & BENEFITS:**

As previously discussed by council.

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

2012 Capital Budget  
Budgeted amount \$841,000.

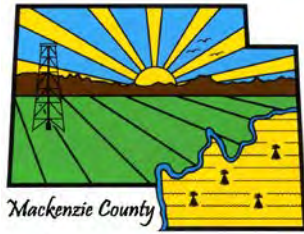
### **RECOMMENDED ACTION:**

Motion 1:  
That the tenders for the High Level Flood Control Phase II & III Project be opened.

Motion 2:  
That the tender for the High Level Flood Control Phase II & III Project be awarded to the lowest qualifying tender, subject to budget.

**Author:** Colleen Nate      **Reviewed by** Grant Smith      **CAO** Joulia Whittleton





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Liane Lambert, Development Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 860-12 Land Use Bylaw Amendment to Rezone Plan 992 5332; Block 1; Lot 3 from Rural Country Residential 2 "RC2" to Agricultural "A" (Rural La Crete)</b>

**BACKGROUND / PROPOSAL:**

The Planning and Development Department has received a Development Permit Application to allow for an addition to a shop on Plan 992 5332; Block 1; Lot 3 which is a 7.88 acre parcel of land. This shop is and will be used to house the applicant's carpentry business. As the property in question is zoned Rural Country Residential 2 (RC2), Owner/Operator Business 1 is not a permitted or discretionary use.

This property is directly adjacent to lands zoned Rural Country Residential 3 (RC3) which does allow for Owner/Operator Business 1 as a permitted use; however, the applicant cannot apply to rezone his parcel of land to RC3 as it is over the maximum lot size for that land use district of 5 acres.

As this parcel of land sits on a quarter section that only has one other property that is zoned for Agriculture (A) which does allow Tradesmen's Businesses as a Discretionary Use; and seeing as the size of the parcel is between the 3 and 10 acres that is allowed in this Land Use district, the Planning and Development Department has advised the applicant to apply to have his parcel of land rezoned from RC2 to A.

The application was presented to the Municipal Planning Commission (MPC) at their March 29, 2012 meeting where the following motion was made:

*That the Municipal Planning Commission recommendation to Council be to approved Bylaw 8\_\_-12, being a Land Use Bylaw amendment to rezone Plan*

**Author:** C. Wilcott \_\_\_\_\_ **Reviewed by:** \_\_\_\_\_ **CAO** J. Whittleton \_\_\_\_\_

*992 5332; Block 1; Lot 3 from Rural Country Residential 2 (RC2) to Agricultural (A), subject to public hearing input.*

On May 1, 2012, Council passed a motion stating:

*That first reading be given to Bylaw 860-12, being a Land Use Bylaw amendment to rezone Plan 992 5332; Block 1; Lot 3 from Rural Country Residential 2 (RC2) to Agricultural (A), subject to public hearing input.*

In accordance with the MGA, a public hearing for this bylaw was advertised for 1:00 p.m., July 9, 2012.

**OPTIONS & BENEFITS:**

Given the size of the property and the proposed development that the applicant would like to construct, the Planning and Development Department supports this rezoning application.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**Motion 1:**

That second reading be given to Bylaw 860-12, being a Land Use Bylaw amendment to rezone Plan 992 5332; Block 1; Lot 3 from Rural Country Residential 2 (RC2) to Agricultural (A).

**Motion 2:**

That third reading be given to Bylaw 860-12, being a Land Use Bylaw amendment to rezone Plan 992 5332; Block 1; Lot 3 from Rural Country Residential 2 (RC2) to Agricultural (A).

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

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 860-12**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**





**BYLAW NO. 860-12**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Tradesman's Businesses on suitable parcels of land.

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

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

Plan 992 5332; Block 1; Lot 3

to the west of La Crete, be rezoned from Rural Country Residential 2 "RC2" to Agricultural "A", as outlined in Schedule "A" hereto attached.

READ a first time this 1<sup>st</sup> day of May, 2012.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2012.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2012.

---

Bill Neufeld  
Reeve

---

Joulia Whittleton  
Chief Administrative Officer

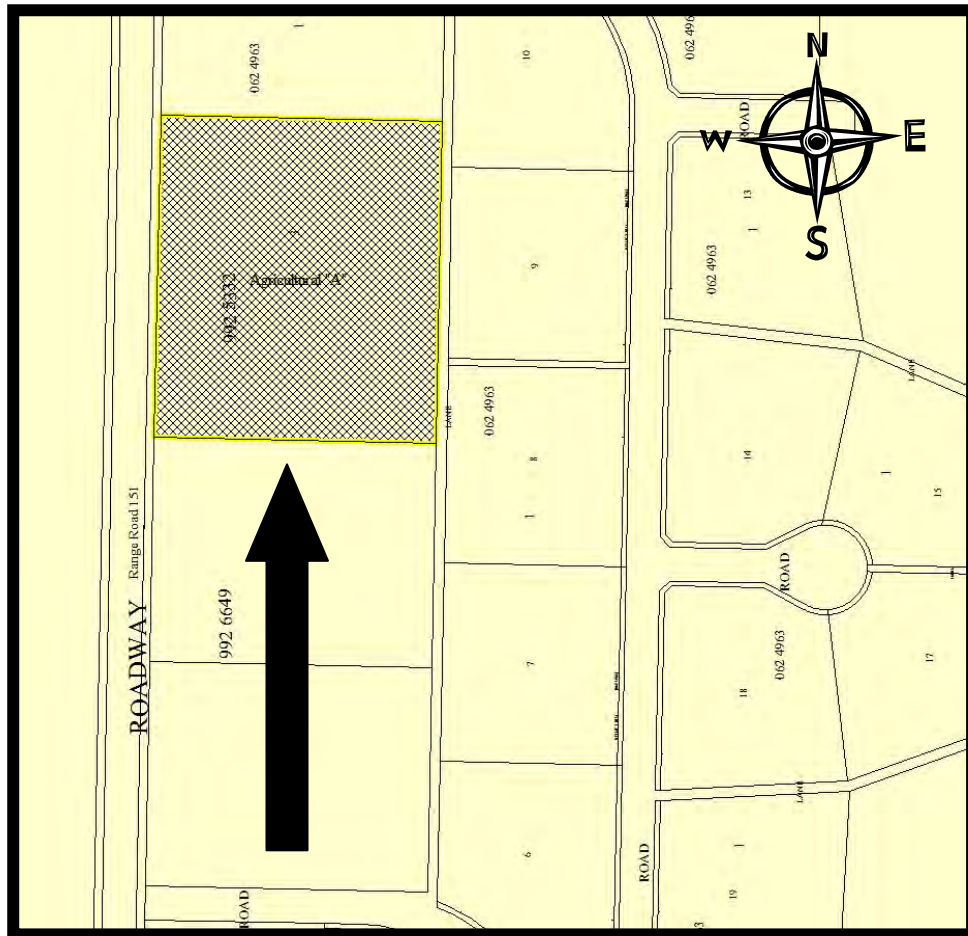
**BYLAW No. 860-12**

**SCHEDULE "A"**

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

Plan 992 5332, Block 1, Lot 3

west of the Hamlet of La Crete, be rezoned from Rural Country Residential 2 "RC2" to Agricultural "A"



FROM: Rural Country Residential 2 "RC2"

TO: Agricultural "A"

Subject Property



Wi  
H.

1291  
Alber

13

Greenwood  
Acres Ltd.

Alberta



Teichroeb



Subject Property 7.88 Acres

992 5332

Proposed Addition

200 ft

75 ft

LANE

062 4963

UTILITY ROW (062 4964)

062 4

3

8



# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <i>Abe Jansen</i>		
ADDRESS <i>Box 1129</i>		
TOWN <i>La Crete</i>		
POSTAL CODE <i>T0A 2H0</i>	PHONE (RES.) <i>780-928-3192</i>	BUS. <i>780-926-9470</i>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>992 5332</i>	BLK <i>1</i>	LOT <i>3</i>
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *R12* TO: *Agricultural*

REASONS SUPPORTING PROPOSED AMENDMENT:

- To allow for Tradesman's Shop in Property.
- Cannot rezone to R13 as lot is too large.
- Does not make sense to amend wording of R12 to allow for shops County-wide.

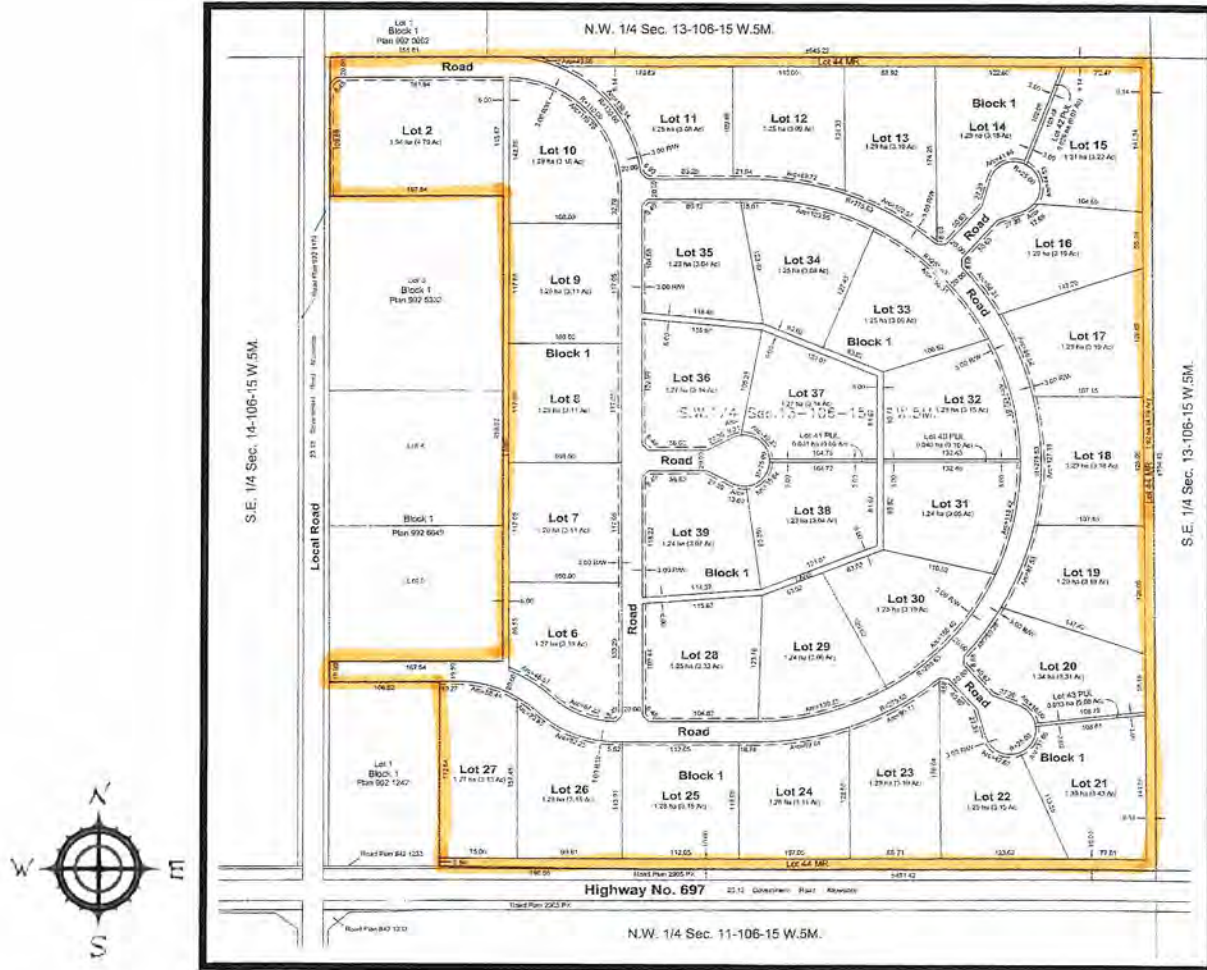
I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *400.00* RECEIPT NO. \_\_\_\_\_

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

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

REGISTERED OWNER *[Signature]* DATE *Mar 13/12*

# PT of SW 13-106-15-W5M



**Location:** *La Crete Rural*

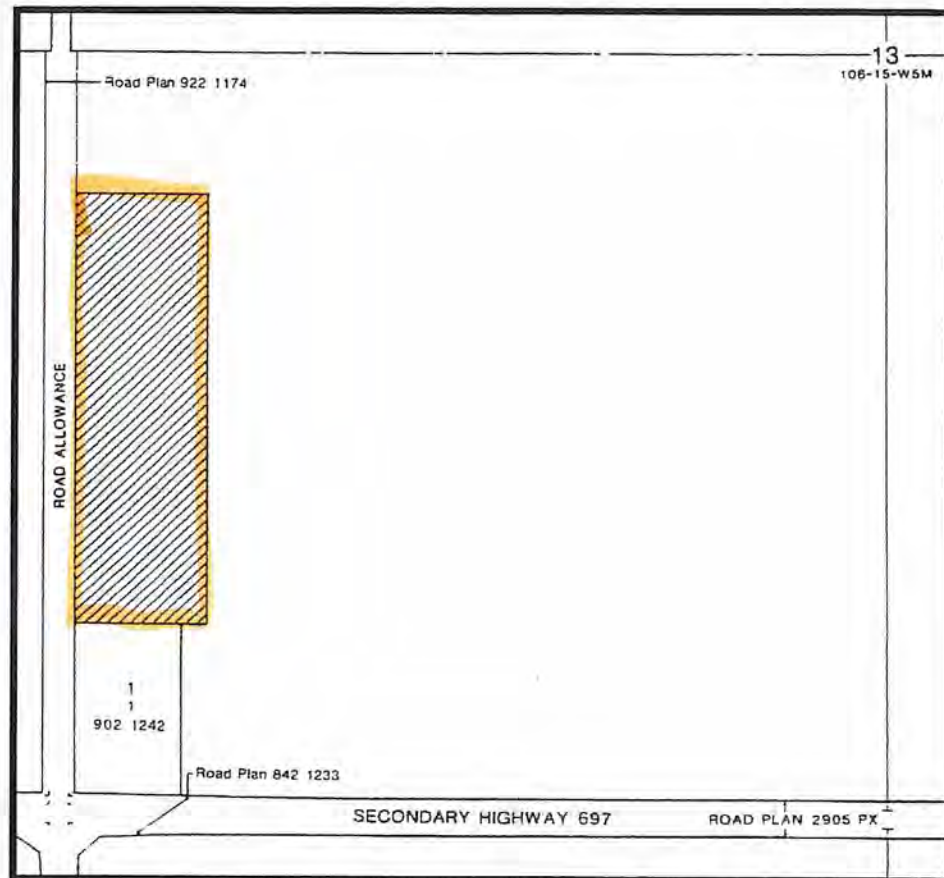
**Rezoned from:** *Agricultural District 1 "A1"*

**To:** *Country Residential District 4 "RC4"*

*("RC3" and "RC4" combined to form new  
Rural Country Residential 3 "RC3" by Bylaw 791-10)*

Bylaw 513/05, August 2005

# PT of SW 13-106-15-W5M



**Location:** *La Crete Rural*

**Rezoned from:** *Agricultural District "A1"*

**To:** *Country Residential District 1 "CR-1"*

*("CR-1" changed to Rural County Residential District "RC", "RC" changed to Rural Country Residential District 2 "RC2" by Bylaw 462/04)*

Bylaw 146/98, December 1998

# High Valley performs at North Country Gospel Jamboree

Lisa Neufeld

North Country Gospel Jamboree attracted spectators of all ages who came out to listened to some local talent, as well as performers from out of town.

The Gospel Jamboree took place Saturday and Sunday, June 23 & 24 at the Heritage Center in La Crete. Starting Saturday afternoon with performances from The Quists, Karlene Thiessen, Cindy & The Girls, Lyvonne & Tanessa, The Fehrs, Double Portion and ending the evening with La Crete's own, High Valley.



High Valley on stage at North Country Gospel Jamboree in La Crete last weekend. Pictured left to right: Curtis, Brad and Bryan Rempel.

Sunday performances started off with The Fehrs, Southern Gospel Group, Karlene Thiessen, Willy & Peter Teichroeb, Cindy & The Girls, Lyvonne & Tanessa, Double Portion, The Quists, George & Shelly, Cindy & the Girls, Willy & Peter, The McGrails and ending with Double Portion.

The event was originally started by Abe and Tina Rempel. Four years ago Willy and Judy Teichroeb and Ken and Mary Wiebe also joined the organizing committee. The event did not run last year but has been running every other year since the Rempels first organized the event back in 2002. Ken Wiebe was the event emcee for this year.

Admission was by donation and all money received by donations and sponsorship went towards event costs. There was also draws for adult and children's door prizes. The adult door prize winners were Anne Boehlig, winning a zero gravity lawn chair and Martha Fehr was the winner of the adult fishing rod. The children's door prize winners were Gracie Janzen winning a children's fishing rod and Amorette Fehr who won the children's lawn chair. Free weekend camping was also available.

"We are very happy with this year's turnout," said Abe Rempel. "With the number of people that came out to support the event and the amount

of money that came in to help with the expenses as well as with the weather. The performers did a great job. We really had nothing to complain about and a lot to be thankful for. Everything turned out perfect. We are very happy with this year's turnout."

High Valley was also back in their hometown and performed an acoustic release of their new album *Love is a long road*. Their new album was released on June 12, 2012 and includes two hit singles, *Have I told you lately* and *Let it be me*. Their new album was available for purchase as well as numerous other High Valley gear. The trio also signed autographs and had posed for

photos with anyone that wanted their picture taken with the rising stars.

Another well known name was the Hemmerling family known as Double Portion, from North Battleford, Saskatchewan. Duncan Hemmerling along with his wife Debbie and their nine children have appeared on the Grand Ol Opry stage and have performed in numerous different towns and cities across Canada as well as thirty-four different states including TV appearances on local, national and international shows.

There were also numerous items for sale during a silent auction as well as memorabilia from different artists.

## Question of the week . . .

### What is your favorite thing to do on Canada Day?



**BRENDA KLASSEN**  
"Get candy at the parade"



**HELEN KLASSEN**  
"Riding the ponies"



**JADZIA SMITH**  
"Riding the ponies in Edmonton"



**SARAH KLASSEN**  
"The face painting"

## The Northern PIONEER

**PUBLISHED EVERY WEDNESDAY**

**BY MACKENZIE REPORT INC.**

**MAILING ADDRESS:** Box 427, Fort Vermilion, AB, T0H 1N0 or Box 571, La Crete, AB, T0H 2H0  
**TELEPHONE:** 780-928-4000 or 780-926-2000  
**FAX:** 928-4001 **EMAIL:** pioneer@mackreport.ab.ca

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**Publisher/Editor:** Tom Mihaly  
**Advertising:** Nikki Coles (High Level) & Lisa Neufeld (La Crete)

**Canada™**

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**DEADLINES:** The Northern Pioneer's deadline is Friday at noon and material for the Mackenzie Report is Friday at noon.

**SUBSCRIPTION RATES:**

\$30.00 per year local (plus \$1.50 G.S.T.)  
\$20.00 per year Senior Citizens (plus \$1.00 G.S.T.)  
(NOTE: Senior rate only applies to local mailing area)  
\$45.00 per year outside local (plus \$2.25 G.S.T.)  
\$110.00 per year outside Canada

### Quote of the Week...

"See God in every person, place and thing, and all will be well in your world."

- Louise Hay



### MACKENZIE COUNTY NOTICE OF PUBLIC HEARING PROPOSED LAND USE BYLAW NO. 860-12

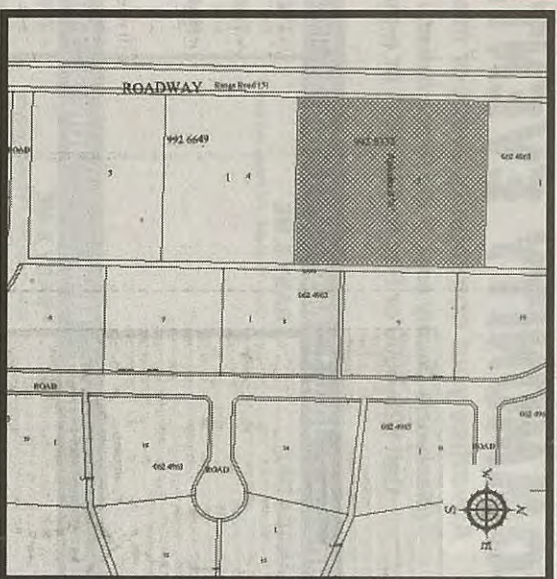
Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 860-12 for an amendment to Land Use Bylaw No. 791-10. The proposed amendment is:

That the property known as Plan 992 5332: Block 1; Lot 3 (Part of SW 13-106-15-W5M), north of Highway 697 in the Greenwood Estates subdivision area, be rezoned from Rural County Residential District 2 "RC2" to Agricultural "A".

The adoption of this Bylaw is to permit the applicant to construct an addition to their existing Carpentry shop.

The adoption of this Bylaw will permit the development of Ancillary Building/Shed, Bunkhouse, Contractor's Business/Yard, Dwelling - Single Family, Dugout, Extensive Agriculture, Farm Subsidiary Business, Garage - Attached, Garage - Detached, Garden Suite, Home Based Business, Intensive Agriculture 1, Manufactured Home - (Modular, Single Wide & Double Wide), Sea Can, Shop - Farm, Storage Yard, Yard Site Development on this site.

The adoption of this Bylaw may permit an Auction Mart, Auto Salvage, Automotive Equipment and Vehicle Services, Bed and Breakfast Business, Cemetery, Church, Communication Tower, Enviro - Tank, Forestry Lookout Tower, Handicraft Business, Industrial Camp, Institutional Use, Intensive Recreational Use, Kennel, Natural Resource Extraction Industry, Pressure Vessel Storage, Public Use, Retail Store, Secondary Suite, Sewage Lagoon, Sewage Treatment Plant, Temporary/Portable Unit, Tradesmen's Business, Veterinary Clinic, Waste Transfer Station, and Water Reservoir Structure on this site. (All use definitions as found in the County's Land Use Bylaw 791-10.)



The Public Hearing is to be held at 1:00 p.m. Monday, July 9<sup>th</sup>, 2012 in the Mackenzie County Council Chamber in Fort Vermilion (4511-46 Avenue). The proposed bylaw may be viewed at any Mackenzie County office during regular office hours. Please submit written submissions to the Planning and Development Department prior to 4:30 p.m., Friday, July 6<sup>th</sup>, 2012. If you have any questions regarding the hearing or the bylaw, please call the Planning and Development Department at 780-927-3718, or 780-929-3983.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 866-12 Hamlet Residential Waste Collection</b>

### **BACKGROUND / PROPOSAL:**

Bylaw 864-12 Hamlet Residential Waste Collection received all three readings on May 23, 2012.

### **OPTIONS & BENEFITS:**

As a result of some clerical errors and the absence of the table indicating the streets exempted from the Bylaw (only the avenues were presented), a new bylaw was presented to Council at their June 12<sup>th</sup> meeting and it received its first reading.

After a discussion regarding the waste receptacles, Council passed the following motion:

*That Part 7 of Bylaw 866-12 being a Hamlet Residential Waste Collection bylaw for Mackenzie County be amended to include the provision for the municipality supplying garbage bins to residents on a cost recovery basis.*

The Committee had reviewed and revised Part 7 of the originally drafted bylaw. The attached draft bylaw includes these revisions.

The quote was \$55.80 plus GST per receptacle delivered to La Crete. The Committee passed the following motion:

*That a recommendation be taken to Council to acquire the green 64 Gallon waste carts to be provided to the residents on cost recovery basis.*

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

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

Motion 1:

That second reading be given to Bylaw 866-12 being a Hamlet Residential Waste Collection bylaw for Mackenzie County as amended.

Motion 2:

That third reading be given to Bylaw 866-12 being a Hamlet Residential Waste Collection bylaw for Mackenzie County.

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

**BYLAW NO. 866-12**

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

**FOR THE PURPOSE OF REGULATING AND CONTROLLING THE HANDLING,  
COLLECTION AND DISPOSAL OF ASHES, GARBAGE, REFUSE, AND OTHER  
WASTE IN THE MUNICIPALITY OF MACKENZIE COUNTY**

**WHEREAS**, under the authority of the Municipal Government Act being Chapter M-26, RSA 2000 and any amendments thereto, a Municipal Council may pass By-laws establishing and maintaining a system for collection, removal and disposal of garbage, ashes and waste throughout the municipality;

**AND WHEREAS**, the Municipal Council of the Municipality of Mackenzie County in the Province of Alberta recognizes the importance of and encourages an animal proof waste handling system, waste reduction and recycling while also supporting the user-pay system for waste collection;

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

**PART 1 TITLE AND APPLICATION**

- 1.1 This By-law may be cited as the “Hamlet Residential Waste Collection Bylaw”.
- 1.2 This By-law applies to all waste produced, accumulated, stored, collected delivered or disposed of within the Municipality.

**PART 2 DEFINITIONS**

In this By-law, unless the context otherwise requires, the term:

- 2.1 **“Animal Attractant”** means foodstuff or bait of any kind excluding Birdseed, but including suet balls for purposes of feeding any and all species of animal.
- 2.2 **“Animal Proof Waste Container”** means a receptacle for disposing of Residential Waste or Commercial Waste which meets the specification for an animal proof waste container.
- 2.3 **“Approved Storage Location”** means a location within a Residential Unit, or a Multi-Residential Dwelling Unit, or a Commercial Premise, or any accessory

structure that is deemed to be animal proof by the Chief Administrative Officer or designate.

2.4 **“Apartment House”** means a residential building which is occupied or intended to be occupied by more than four families living independently of each other and includes, but is not limited to:

- a) Structures known as townhouses or row-houses;
- b) Senior citizens self contained units in a complex of more than four units;
- c) Licensed boarding houses, lodging houses and rooming houses, terraces of dwellings and any other type of residential premises where more than four families reside or dwell, and;

which is neither a dwelling house nor a condominium as defined in this By-law.

2.5 **“Ashes”** means cold residue from burning of wood, coal and other like material.

2.6 **“Billing Period”** shall be the same as the monthly period for which the consumer is charged for services.

2.7 **“Birdseed”** means a mixture of seeds for the purpose of attracting and feeding birds.

2.8 **“Biological Waste”** means waste that is created in a hospital, necropsy facility or biological research laboratory and contains or may contain pathogenic agents that may cause disease in persons exposed to the waste.

2.9 **“Building Waste”** means all refuse produced in the process of constructing, demolishing, altering or repairing a building and shall include, but not be limited to: earth, vegetation and rock displaced during the process of building.

2.10 **“By-Law Enforcement Officer”** means person appointed by the Municipal Council to enforce offenses of this By-law.

2.11 **“Collection”** includes acquisition of refuse by the Municipality, or where the context implies by a private hauler, by picking up, collecting or gathering together, and includes the removal and transportation of the same to a disposal site and “collect” shall have comparable meaning.

2.12 **“Collector”** means a person who collects refuse within the Municipality as an agent, contractor or employee of the Municipality.

- 2.13 **“Collection Area”** means the location within the corporate limits of the Municipality of Mackenzie County.
- 2.14 **“Commercial Premises”** means a building, structure or premises used for the conduct of some profession, business, manufacturing process or other undertaking, and which includes: any institutional, industrial, commercial, restaurant and retail premises, a Residential Dwelling Unit or units if attached and includes areas designated as a Mobile Home Park in accordance with the Land Use By-law.
- 2.15 **“Commercial Unit”** means one self-contained working space having any or all of the following amenities: a separate entrance, office space, bay/work area, receiving and shipping area, washroom, kitchen and common area in a Commercial Premise or complex.
- 2.16 **“Condominium”** means a residential property divided into individually owned units as described in the Condominium Property Act, Revised Statutes of Alberta, 2000, and amendments thereto, and for the purpose of this By-law only each unit shall be deemed to be a dwelling house.
- 2.17 **“Dangerous Goods”** mean dangerous goods as defined in the Transportation of Dangerous Goods Act and Regulations.
- 2.18 **“Dwelling House”** means any premises which:
- a) are actually used as a residence;
  - b) consist of four (4) or less self-contained units;
  - c) collectively produce less than 0.75 cubic meters of refuse per week;
  - d) has one storage location for all refuse disposed of from the premises, and;
  - e) is constructed to permit refuse collection to be made directly from a street.
- 2.19 **“Executive Officer of the Local Board of Health”** is a member designated by Alberta Health Services for the purpose of carrying out the Public Health Act and Regulations and may include a Health Inspector.
- 2.20 **“Fire Chief”** means the authorized and appointed Fire Chief or Fire Chiefs of the Municipality of Mackenzie County.

- 2.21 **“Garbage”** means refuse composed of animal or vegetable matter. It is refuse produced as a by-product of the preparation, consumption, or storage of food.
- 2.22 **“Industrial Properties”** means places that carry on one or more of the following activities; the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing, distribution or trans shipment of materials, goods, products and/or equipment.
- 2.23 **“Litter”** means:
- a) Rubbish, waste materials, paper, packages, containers, bottles, cans or parts thereof; or
  - b) Any article, product, machinery, motor vehicle or other manufactured goods which is dumped, discarded, abandoned or otherwise disposed of.
- 2.25 **“Municipality”** means the corporation of Mackenzie County or the area contained within the boundaries thereof, as the context requires.
- 2.26 **“Occupant”** means any Person occupying a Residential Unit, Multi-Residential Dwelling Unit or Commercial Unit whether they are in fact the Owner, renter, tenant or lessee of the dwelling unit.
- 2.27 **“Owner”** has the same meaning as in the Municipal Government Act”.
- 2.28 **“Peace Officer”** means a member of the Royal Canadian Mounted Police, a By-Law Enforcement Officer or Special Constable appointed pursuant to the provisions of the Police Act, Chapter P-17 of the Revised Statutes of Alberta, 2000 and amendments or successor legislation thereto.
- 2.29 **“Premises”** means land, including any buildings erected thereon.
- 2.30 **“Private Hauler”** means any person who transports or causes to be transported any refuse within the Municipality other than those persons employed or contracted by the Municipality.
- 2.31 **“Recycling Depot”** means a waste sorting station approved under the Public Health Act where designated waste is compacted, shredded, ground, processed or sorted.
- 2.32 **“Recyclable Material”** means materials that are acceptable for recycling in this Municipality as set out in Schedule “C” hereto.

- 2.33 **“Refuse”** means any discarded or abandoned organic or inorganic material and without restricting the generality of the foregoing, includes garbage, ashes and all forms of grass, tree and hedge cuttings and clippings, broken household dishes and utensils, empty or partly empty tins, boxes, cartons, bottles and containers, discarded paper and fabric and other materials.
- 2.34 **“Refuse Receptacle”** means a container designed for containing refuse awaiting collection and disposal and is deemed animal proof.
- 2.35 **“Residential Property”** means land with improvements designated, intended or used for residential occupancy including condominiums, but excluding apartment houses.
- 2.36 **“Street”** means public thoroughfares within the Municipality and includes sidewalks and borders of the street and all portions thereof appearing in any registered plan pursuant to the Land Titles Act, or any private roadway on any bare-land condominium site.
- 2.37 **“Waste or Waste Material”** means ashes, garbage, refuse or trade refuse as herein defined and includes any other matter or material suitable for disposal by the Municipality waste disposal system.
- 2.38 **“Waste Receptacle”** means a container which is not a commercial container and which is designed to facilitate the disposal of refuse and which is approved pursuant to the provisions of this Bylaw for the disposal of refuse or any particular type of refuse.
- 2.39 **“Wet Garbage”** means the kitchen garbage containing liquids originating from hotels, boarding houses and restaurants but excludes drained kitchen garbage which has been properly packaged.
- 2.40 **“White Metals”** means any household appliance such as stove, dishwasher, refrigerator, and deep freezers.
- 2.41 **“Yard Waste”** means refuse that is organic matter formed as a result of gardening or horticultural pursuits and includes grass, leaves, tree and hedge clippings and cuttings.

### **PART 3 INTERPRETATIONS**

- 3.1 Schedules “A”, attached hereto, form part of this Bylaw.
- 3.2 The captions and headings in this Bylaw are for convenience of reference use only, and shall not affect the interpretation of any provision of this Bylaw.

- 3.3 Nothing in this Bylaw shall operate to relieve any person from complying with any Federal, Provincial or other Municipal Law, Order, regulation or Bylaw and such person shall comply with all conditions or obtain any necessary consents at his/her own expense.
- 3.4 Except as provided herein to the contrary no person shall:
- a) Store or deposit any refuse on any premises owned or occupied by the Municipality or on any street; or
  - b) Store or place any waste receptacle or commercial container on any street.
- 3.5 Section 3.4 shall not apply:
- a) In respect of any refuse stored or deposited at any disposal site designated pursuant to this Bylaw;
  - b) In respect of any waste receptacle placed or stored on a street for use by the public by or with the consent in writing of the Chief Administrative Officer or designate; or
  - c) To a person who is actively engaged in loading or unloading any waste receptacle or commercial container.
- 3.6 Any person who deposits any refuse on a street shall forthwith remove such refuse from the street at his/her own expense.

#### **PART 4 AUTHORITY**

- 4.1 The Municipality shall;
- a) Supervise the collection, removal and disposal of refuse, and;
  - b) Direct the days and times that collections shall be made from different portions of the municipality, and;
  - c) Decide as to the quantities and classes of refuse to be removed from any premises or as accepted by the Municipality for disposal.
- 4.2 Subject to the provisions of this Bylaw, the decision of the Municipality as to:
- a) The amount of refuse which has been removed from any premises, and;
  - b) The amount and types of refuse which the Municipality is obliged to remove from any premises or class of premises shall be final and conclusive subject only to the superior statutory authority of another entity.



## **PART 5 MUNICIPAL COLLECTION AND REMOVAL OF REFUSE**

- 5.1 Subject to the provisions of the Bylaw the Municipality:
- a) Shall cause refuse to be collected from each dwelling house each week in accordance with the rates and fees specified in the "Fee Schedule By-law ", and
  - b) May cause refuse to be collected from premises other than a dwelling house each week in accordance with the rates and fees specified in the "Fee Schedule By-law ".
- 5.2 Unless special arrangements are authorized by the Municipal Council, the Municipality shall not remove from premises on which a dwelling house is located;
- a) Discarded furniture, discarded automobile parts including tires, and other private vehicles, white metals, and household equipment;
  - b) Tree trunks, tree limbs, whole shrubs or bushes or portion of hedges;
  - c) Fences, gates and other permanent and semi-permanent fixtures on the premises;
  - d) Without limiting the foregoing, any discarded household chattel, material or equipment which has an overall weight of more than 34 kilograms or an overall length of more than 1.25 metres.
- 5.3 Unless other arrangements are authorized by the Municipal Council, except as otherwise provided in this Bylaw, the Municipality shall not remove from any premises;
- a) Building materials and building waste
  - b) Dead animals
  - c) Sod
  - d) Liquid waste
  - e) By-products of manufacturing
  - f) Dangerous goods
  - g) White metals
- 5.4 The Municipality shall ensure that the equipment used for waste collection and the manner in which waste is collected and disposed of by Mackenzie County shall comply with the regulations of the Health Authority.
- 5.5 The Municipality may enter into a contract or contracts with any person or organization for the collection of the whole or a portion of the refuse accumulated within the Municipal limits.

## **PART 6 CLEAN – UP CAMPAIGN**

- 6.1 The Municipal Council of Mackenzie County may authorize a clean-up campaign in the spring and/or fall of each year at which time all refuse will be picked up to a maximum of one half ton truck load. Additional loads, car bodies will not be accepted as part of these clean-up campaigns.

## **PART 7 REFUSE RECEPTACLES, WEIGHT OF, LOCATION AND REFUSE ENCLOSURES**

- 7.1 ~~Refuse receptacles required shall be supplied to the Occupants by the County. A fee shall be applied to the Occupant for the receptacle as specified in the Fee Schedule Bylaw.~~ of residential dwelling units in Mackenzie County, in areas prescribed for residential waste collection, shall provide and maintain in good condition a number of refuse receptacles conforming to the specifications prescribed in this By-law sufficient to hold a minimum of one week's accumulation of refuse from the premises.
- 7.2 Except as otherwise provided no person shall place refuse from a building or premises elsewhere than in refuse containers ~~supplied by the County.~~ which comply with the requirement of the By-law.
- 7.3 ~~Refuse receptacles required to be supplied by the Occupant shall either:~~
- ~~a) Be made of galvanized metal or rigid plastic waste receptacles with a watertight cap cover, with rigid fixed handles, a smooth rim at the top and circular design; and~~
  - ~~b) Not greater than 0.7 metres in diameter at the top, tapered to a lesser diameter at the bottom with a maximum height of 0.8 metres; and~~
  - ~~c) Not less than 0.4 metres at the top, tapered to lesser diameter at the bottom with a maximum height of 0.5 metres; and~~
  - ~~d) Not greater than 6.0 kilograms weight when empty.~~
  - ~~e) Not hold volume of greater than 84 litres.~~
  - ~~f) Shall be an approximate size of 30" x 37"~~
- 7.3 Occupants of residential dwelling units shall ensure refuse is stored in an approved storage location at all times other than when the waste is being transferred to a Collection container.
- 7.4 Where the owner or occupant of the premises places refuse in a receptacle other than one which meets the specifications set out in this By-law, the collectors **will not remove that refuse.** ~~are entitled to consider such receptacles as refuse and to remove them with the refuse.~~

- 7.5 The collector at his/her discretion shall have the right to refuse to remove materials where the container does not meet the necessary requirements or is in a dilapidated, unsafe, or unsanitary condition.
- 7.6 A collector shall not be required to remove any refuse receptacle which, together with its contents, exceeds thirty-four (34) kilograms **or seventy five (75) pounds.**
- 7.7 Except as otherwise provided herein, no person shall place or keep refuse receptacles upon any travelling surface of any street or lane **sidewalk.** ~~Any refuse receptacles improperly left in the street or lane may be removed and disposed of by Mackenzie County. The refuse receptacle shall be placed at a curb level on the date of the waste pick up.~~
- ~~7.8 The occupant of residential premises shall place and keep refuse for collection in such a place that the collectors shall have convenient access thereto without the necessity of entering upon private property.~~
- ~~7.9 Where premises from which refuse is to be collected do not abut a lane or where special conditions make it impracticable to keep and place such receptacles at the rear of the premises the occupant of such premises shall place the refuse receptacles immediately inside the property line at the front of the premises.~~
- 7.8 The occupant of premises from which refuse is to be collected
- a) Shall place or locate the refuse receptacle for collection in such a manner that they will not overturn or be likely to be overturned;
- ~~7.11 The occupant of premises from which refuse is to be collected shall not place more than two (2) refuse receptacles out for collection. The collector shall have the right to refuse to collect more than two (2) refuse receptacles from any premises.~~

## **PART 8 PREPARATION OF WASTE FOR COLLECTION**

- 8.1 An owner or occupant of premises from which refuse is to be collected shall:
- a) Thoroughly drain all household garbage and place it in either plastic garbage bags or securely tie the parcel before disposing of it in the waste receptacle;
  - b) Place all quenched ashes, sawdust and other powdery or fine material in either securely tied plastic bags or parcels before disposing of it in the waste receptacle

8.2 No occupant shall:

- a) Mix combustible and non-combustible matter in the refuse receptacles or containers, or
- b) Place any explosives, dangerous goods or highly flammable materials in any receptacle for collection, or
- c) Place for collection, ashes which are not properly quenched.

**PART 9 DUTIES OF COLLECTORS**

9.1 Collectors shall:

- a) Be as careful as is reasonably possible not to damage or misuse any waste receptacle;
- b) Replace emptied receptacles and the lids in approximately the same location where it was picked up;
- c) Not leave refuse on the ground which has spilled from the receptacle or the collection vehicle; and
- d) No person employed in the collection of waste materials shall pick, or sort any ashes, garbage, refuse or discarded material from the collection vehicle or the owner's or occupant's premises

**PART 10 CONSTRUCTION REFUSE, COVERING OF REFUSE AND PLACEMENT ON STREETS**

- 10.1 Any person(s) carrying out the construction, demolition or alteration of buildings or other building operations on any property shall do so in a manner as to not permit building materials or building refuse to remain loose, free or uncontrolled on the property.
- 10.2 The owner of the building site shall be responsible for the actions of any contractor, subcontractor or tradesman who fail to comply with subsection 10.1.
- 10.3 Any building material or building refuse material which blows free from the building site shall be re-captured, returned to the building site and deposited in a refuse receptacle.
- 10.4 The owner of a building site shall be responsible for the term of construction in providing a suitable refuse receptacle capable of receiving all building refuse material and maintaining the same in a safe condition.

- 10.5 The Chief Administrative Officer or designate may direct the person carrying out construction or alteration of a building to provide a fence of a type that will trap any building material in such a manner as to prevent it from escaping from the building site.
- 10.6 No person shall convey through any street in Mackenzie County any refuse of whatever nature except in the properly covered metal receptacle or in a vehicle which is covered with canvas or tarpaulin, or other covering as approved by the Municipality, so constructed and arranged as to prevent the contents thereof or any portion thereof from being wind borne or falling on the streets, to protect the content from flies and to minimize as much as practicable the escape of any offensive odours. It shall not be necessary that a vehicle carrying solely soil, sand, gravel or concrete be covered with a canvas or a tarpaulin other than required by other legislation or regulation.
- 10.7 Except for sand, cinder or other similar materials in reasonable quantities placed on any slippery streets or sidewalks, no person shall place refuse of any type or direct or allow it to be placed upon any portion of a street.

**PART 11 CHARGES FOR COLLECTION AND DISPOSAL, NO OPTION FOR USE AND EXEMPTIONS**

- 11.1 The occupant of any premises in Mackenzie County within such an area and pick-up frequency as may be designated by the Chief Administrative Officer or designate for the provision of garbage collection services, shall pay to Mackenzie County a monthly charge as set out in the "Fee Schedule By-law", and the Municipality shall collect refuse from only one pick-up point from each premises.
- 11.2 Accounts for refuse collection service shall be forwarded monthly to the occupier of the premises and shall be payable to Mackenzie County. The payment of any charges provided by this By-law may be enforced by action in any court of competent jurisdiction.
- 11.3 The rates or charges levied pursuant to this By-law shall be applied to each dwelling unit within the specified areas of the Municipality with no option for use of this service, except where specific property has been exempted from the provisions of this By-law as designated in Schedule "A"
- 11.4 Non-receipt of a utility bill will not exempt the owner or occupant from payment for the service received.

## **PART 12 NOTICES AND PENALTIES**

- 12.1 In any case where Mackenzie County is required to give notice to owner or occupant pursuant to this By-law, notice shall be effected by service either;
- a) By causing a written copy of the notice to be delivered to and left in a conspicuous place at or about the effected property, or
  - b) By causing a written notice to be mailed by mail or delivered to the last known address of the owner.
- 12.2 Where a Peace Officer or By-law Enforcement Officer who has reasonable grounds to believe that an owner or occupant has contravened any provision of this By-law, the Peace Officer or By-law Enforcement Officer may serve upon such person, a summons as outlined in this By-law.
- 12.3 An owner or occupant who contravened any provision of this By-law by:
- a) Doing something that is prohibited in this By-law;
  - b) Failing to do something that is required in this By-law; or
  - c) Doing something in a manner different from that which is required or permitted in this By-law.
- is guilty of an offense and liable upon summary conviction to a fine of not less than One Hundred Dollars (\$100.00) or not more than Two Thousand Five Hundred Dollars (\$2,500.00) or as otherwise stated in the "Fee Schedule By-law" whichever is less.
- 12.4 Any owner or occupant served with a summons pursuant to Section 12.3 of this By-law may, where a specified penalty is indicated on the summons, avoid prosecution by remitting payment of the specified penalty as noted on the summons on or before the appearance date noted on the summons. The specified penalty shall be the amount the Municipality will accept in lieu of prosecution.
- 12.5 Any owner or occupant who does not pay the specified penalty on or before the appearance date noted on the summons is liable to a fine as set out in the "Fee Schedule By-law".
- 12.6 Where a specified penalty is not noted in the summons, the person served with the summons is liable to a fine as set out in the "Fee Schedule By-law".
- 12.7 Where a contravention of this By-law is of a continuing nature, further summons, with the appropriate specified penalties, may be issued provided that no more

than one summons shall be issued for each calendar day that the contravention continues.

- 12.8 Nothing in this By-law shall prevent a Peace Officer or By-law Enforcement Officer from issuing a summons for the mandatory court appearance of any person who contravenes any provision of this By-law.

### **PART 13    GENERAL**

- 13.1 A Peace Officer or By-law Enforcement Officer, witnessing a contravention of this By-law, may cause the contravention to be remedied.
- 13.2 When expenses are incurred by the Municipality for any work performed as a result of a direction of a Peace Officer or By-law Enforcement Officer under Section 13.1, Mackenzie County may serve a statement of expenses, together with a demand for payment to the person or persons responsible for the contravention, including all legal costs on a solicitor and their own client basis.
- 13.3 Whenever, in this By-law, it is directed that an owner or occupant of any building or premises shall do any matter of thing, then in default of its being done, either the owner or occupant, or both, or if there are several owners or occupants, any or all such owners or occupants shall be liable to prosecution; and it shall be no defense for any owner or occupant so prosecuted to allege that any other person is responsible for such default.
- 13.4 If any term, clause, or condition of this By-law or application thereof, to any thing or circumstance shall to any extent be invalid or unenforceable, the remainder of this By-law or application of such term, clause or condition to any thing or circumstance, other than those to which it is held as invalid or unenforceable, shall not be affected thereby and each other term, clause or condition of this By-law shall be enforced to the fullest extent permitted.
- 13.5 This Bylaw hereby rescinds Bylaw 864-12 and shall come into full force and effect on the day of its final passing.

READ a first time this 12<sup>th</sup> day of June, 2012.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer



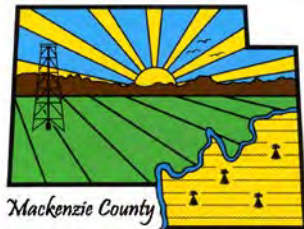
**Schedule “A”  
 Businesses and Properties Exempt from the Hamlet  
 Residential Waste Pick Up & Associated Fees**

1. Hamlet of La Crete

94-AVENUE	98-AVENUE	99-AVENUE	100-AVENUE	101-AVENUE	102-AVENUE	104-AVENUE
NW 4-106-15-5	9809-9801	10001	10001	10013-10009	9501	10402
092-2495-3,3	10101	10201	10011	10101		
962-413	10002	10305	10015 A	10106		
10602		10010	10017	10102		
10402		10014	10101	10101-10102		
10302		9905	10105	10005		
10202		10102	10601	9809		
9210 4		10002	10018	10010		
10001-10005		10004	10010	9705		
10003		10006	10006	9701		
10105			10102			
9107			10106			
9507						
9401						
9402						
KNELSEN SAND & GRAVEL STOCKYARD						

111-STREET	108-STREET	105-STREET	104-STREET	101-STREET	100-STREET	99-STREET	97-STREET	95-STREET
9704	9912	9802	9810	10608	11102	10704	9802	10804
	9908	9801	9806	10502	10902	10604	9806	10604
	9904		9801	10506	10402	10502	9810	10511
				10510	10302	9902	9805	10507
				10510	10202	9806	9905	10503
				10514	10106	9802		10304
				10202	9702	9706		10203
				10106	9606	9905		
				10105	9602	9702		
				10102	10703	9602		
				10205	10603	9502		
				10502	10105	9402		
				10604	10209	9401		
				10518	10201	9501		
				10306	10101	9601		
					10009	9705		
					10005	9701		
					10003	9801		
					10001	9805		
					9905	9804		
					9901	9901		
					9913	9905		
					9801	10005		
					9705	10101		
					9701	10105		
					9505	10201		
					9501	10205		
					9401	10209		
					10508	10301		
					10507	20305		
					10503	10401		
						10501		
						10511		
						10515		
						10519		
						10601		
						10605		
						10701		
						10705		

2. Hamlet of Fort Vermilion
3. Hamlet of Zama City
4. Hamlet Country Residential (HCR) Zoning 1, 2, and 3



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 869-12 Fee Schedule Bylaw</b>

**BACKGROUND / PROPOSAL:**

Council establishes various fees for services in the County's Fees Schedule Bylaw.

**OPTIONS & BENEFITS:**

Council is considering introducing the residential waste collection program for the Hamlet of La Crete. This is proposed to be on a cost recovery basis.

The Waste Management Ad Hoc Task Force discussed the fees and recommend inserting the following schedule into the Fee Schedule Bylaw:

Section 2: Residential Waste Collection – Hamlet of La Crete

<i>Residential Waste</i>	<i>Fees</i>
<i>Monthly Collection Waste</i>	<i>\$5.95 per month per residence</i>
<i>Waste Receptacle (including GST)</i>	<i>\$58.59 per residence</i>
<i>Replacement of Waste Receptacle</i>	<i>At cost</i>

*The fees are applicable to all residential properties identified in the County's Hamlet Residential Waste Collection Bylaw.*

Please note the Council package includes only the Fee Schedule Bylaw section affected by the proposed changes.

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

**COSTS & SOURCE OF FUNDING:**

Annual Operating Budgets

**RECOMMENDED ACTION:**

Motion 1: (requires 2/3)

That first reading be given to Bylaw 869-12 being the Fee Schedule Bylaw for Mackenzie County.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 869-12 being the Fee Schedule Bylaw for Mackenzie County.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 869-12 being the Fee Schedule Bylaw for Mackenzie County.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 869-12 being the Fee Schedule Bylaw for Mackenzie County.

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

**SOLID WASTE**

**Section 1: General Solid Waste Fees**

<b>At Regional Landfill</b>	
Current rate as set by the Mackenzie Regional Landfill Authority	
<b>At Transfer Station</b>	
½ ton pickup truck	\$10.00
¾ ton pickup truck	\$15.00
1 ton truck	\$25.00
2 ton truck	\$30.00
3 ton truck	\$35.00
5 ton truck	\$100.00
Trailers shorter than 8'	\$10.00
Trailers 8' - 20'	\$30.00
Trailers over 20'	\$50.00
Untarped loads of commercial, construction, industrial and/or institutional material	\$50.00
Trucks larger than 5 ton are to be directed to the regional landfill.	

Definitions:

- a) **“Commercial waste”** means any waste generated from businesses such as stores, garages, hotels, motels and restaurants.
- b) **“Construction waste”** waste generated due to construction/demolition/renovation of property and or buildings.
- c) **“Industrial waste”** means any waste generated from an industry such as forestry and energy.
- d) **“Institutional”** is waste generated from institutions such as hospitals, schools, long-term care facilities and lodges.

Note: Residential and farming garbage (not including construction waste) is exempt from charges.

Note: Mackenzie County reserves the right to control the type and nature of refuse which may be deposited at the transfer station and no refuse may be deposited at the transfer station except in accordance with the transfer station operations manual.

Section 2: Residential Waste Collection – Hamlet of La Crete

Residential Waste	Fees
Monthly Collection Waste	\$5.95 per month per residence
Waste Receptacle (including GST)	\$58.59 per residence
Replacement of Waste Receptacle	At cost

The fees are applicable to all residential properties identified in the County's Hamlet Residential Waste Collection Bylaw.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Residential Waste Collection Contract</b>

**BACKGROUND / PROPOSAL:**

Council made a motion to advertise the La Crete Residential Waste Collections in the Hamlet of La Crete and had approved the draft request for proposal. The Request for Proposals was advertised and opened at the June 27<sup>th</sup> Council meeting. The results were as follows:

Contractor	Price Per Site/Per Month
JL Waste Management	\$6.25
Jake N. Krahn	\$6.94
D&E Ventures	\$5.95
John K. Wiebe	\$12.25
652395 AB Ltd.	\$11.90

Council passed the following motion at their June 27<sup>th</sup> regular council meeting:

*That the contract for the residential waste pickup in the Hamlet of La Crete be referred to the Waste Management Ad Hoc Task Force for review and recommendation to Council.*

**OPTIONS & BENEFITS:**

The Waste Management Ad Hoc Task Force met on July 2, 2012.

The following motions were passed:

*That a recommendation be taken to Council to award the La Crete Residential Waste Collection contract to D&E Ventures subject to verification of insurance*

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

*and verification of sufficient budget to install adequate infrastructure at the La Crete Waste Transfer Station to accommodate the residential pick up.*

Furthermore, the committee passed the following motion:

*That a recommendation be taken to Council to move ahead with the waste haul program starting October 1, 2012 and to direct administration to issue an information letter to all affected ratepayers regarding the process, procedure and pricing.*

Verification of Insurance:

Certain requirements for tender submission were laid out in the tender document. Upon reviewing the submissions by the Committee and Administration, it was discovered that not all bidders submitted the insurance documents as stated in the contract documents. The Committee discussed these requirements, in particular the insurance certification for liability and automotive.

Since the insurance requirements were not explicitly requested in the "Instruction to Bidders" section, the verification of insurance is required at the time of the contract signing with the lowest bidder. This requirement is irrelevant for the qualification decision. The lowest bidder is D&E Ventures and based on the County's tender requirements, D&E's tender is a compliant and valid tender.

Verification of Budget:

The Contract states:

*"The domestic residential waste shall be deposited into specific 40 cubic yard waste bins."*

*"Mackenzie County shall ensure that the transfer sites as accessible at all times, and to ensure that specific 40 yard bins are available to the Contractor on the specific collection days."*

The County's 2012 budget includes \$18,500 towards waste bins replacement. The County acquired ten 6 yard bins as budgeted. There is no budget to acquire two 40 yard bins. The municipal reserves are the only potential funding source for these bins.

The La Crete Waste Transfer Station site visit has revealed that if the County is to make any major improvements to accommodate the waste hauling trucks, some substantial grounds work may be required, potentially including building a new retaining wall and a ramp. Please note that there is no reference in the contract that the County is not required to do this work to accommodate the contractor.

MGA Requirements:

Further research has revealed the following MGA requirement:

Author: Joulia Whittleton Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



In section 1(1) (y) (ix) of the MGA, waste management is defined as a “public utility”. Furthermore, section 45 (1) – (3) of the MGA states that when a municipality is granting a right to provide “a public utility to a person”, before the agreement can be made/ratified, the agreement must be advertised with and approved by the Alberta Utilities Commission.

Prior to signing the contract, the MGA requirement must be met. Administration will proceed with the application subsequent to the contract awarding and as recommended by the County’s legal counsel.

**COSTS & SOURCE OF FUNDING:**

There is no funding in the 2012 budget as the program is expected to be self sustainable and at the time of the budget preparation no estimates were available.

A budget amendment is required to show Revenue and Expenses associated with this program.

**RECOMMENDED ACTION:**

Motion 1: (requires 2/3)

That the 2012 Budget be amended to include acquiring two 40 yard bins for the La Crete Waste Transfer Station to accommodate the residential waste collection program for a total of \$20,000 with the funding coming from the General Capital Reserve.

Motion 2: (requires 2/3)

That the 2012 budget be amended by including \$15,351 (\$5.95 x 860 sites x 3 months) in solid waste revenues (1-42-40-00-420) and \$15,351 in waste collection expenses (2-42-40-00-235).

Motion 3: (requires 2/3)

That the 2012 budget be amended by including \$55,220 (\$55.80 x 900 receptacles) in solid waste revenues (1-42-40-00-420) and \$55,220 in solid waste expenses (2-42-40-00-511).

Motion 4:

That the Collection of La Crete Residential Waste contract be awarded to D&E Ventures with a start date of October 1, 2012 subject to an approval granted from the Alberta Utilities Commission as per the Municipal Government Act.

Author: Joulia Whittleton Review Date: \_\_\_\_\_ CAO \_\_\_\_\_

Motion 5:

That administration prepares and distributes an information letter to all affected ratepayers regarding the residential waste collection procedure and pricing.

**Author:** Joulia Whittleton **Review Date:** \_\_\_\_\_ **CAO** \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>William (Bill) Kostiw, Acting Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>Surplus Fire Truck Sale</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County has two older fire truck units that have been taken out of service several years ago. These trucks no longer meet our requirements and would be of minimal value at a dispersal auction as the pumps were frozen. Both units are GMC with one being a 1977 cab over and the other a 1979 conventional. Unit numbers are 9103 and 9104.

At the January 10, 2012 Regular Council Meeting, Council agreed to sell them to our First Nation's neighbors for one dollar (\$1) per unit. Tallcree First Nation was the only First Nation locally interested and initially indicated they would take both units.

January 10, 2012

*That Mackenzie County sell one unit 9103 or 9104 (Tall Cree First Nation choice) for \$1.00 (one dollar) as is – where is.*

*That administration be directed to offer the remaining unit to other local area First Nations for \$1.00 (one dollar), as is – where is and if no interest is expressed that the remaining unit be offered to the Tallcree First Nations for \$1.00 (one dollar) as is – where is.*

June 12, 2012

*That the sale of unit numbers 9103 (1977 Cab-over) and 9104 (1979 conventional) to the public through a closed bid system with no minimum reserve bid advertised be TABLED to the next meeting.*

**Author:** A. Hoggan      **Reviewed By:** \_\_\_\_\_ **CAO** \_\_\_\_\_

On July 5, 2012 the Tallcree First Nation purchased and picked up Unit 9104 as previously approved by Council.

The future of the other unit remains undetermined. We have had several inquiries into these units from outside sources and have received one written proposal.

**OPTIONS & BENEFITS**

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That Unit #9104 be advertised for sale by sealed bid on an as is –where is basis.

Author: B. Kostiw Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Recreation Facilities - Grounds Improvements</b>

**BACKGROUND / PROPOSAL:**

The County owns the majority of recreational facilities in the County. Some of these facilities have been established in partnerships with the local communities.

**OPTIONS & BENEFITS:**

As Council is aware, there are issues with the parking lot conditions at both the La Crete and Zama community arenas. Some storm water drainage work is being done at the La Crete community arena utilizing the County’s internal resources and some pavement at the front of the building is desirable. Zama is not requiring the whole lot improvement but is seeking to have a sidewalk along the building and connecting to the existing sidewalk leading to the school.

In addition, there is no sidewalk along the River Road in the Hamlet of Fort Vermilion from the 45<sup>th</sup> street intersection to the D.A. Thomas Park. As a result, there is a substantial volume of travelling public on this road. This road is a part of the County’s approved truck route. Therefore, there is a safety issue for traveling public on this road.

**COSTS & SOURCE OF FUNDING:**

The potential source of funding is the Municipal Reserve with a balance of \$197,473 at December 31, 2011. These funds are dedicated towards parks and recreation improvements.

There is \$45,545 in the Fort Vermilion Walking Trail Reserve. Although these funds are allocated to the community towards the walking trails development on 50/50 matching

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

basis, administration is under the opinion that it is a municipal responsibility to provide a safe walking path along the River Road from 45<sup>th</sup> Street to the D.A. Thomas Park and therefore requests that either the County undertakes the construction of a sidewalk along this route or make the funding available for this portion of the walking trail to the community with no matching condition.

**RECOMMENDED ACTION:**

That administration be instructed to obtain quotes for parking lot improvements at the La Crete Arena and Zama Community Hall, and walking path extension in the Hamlet of Fort Vermilion along River Road from 45<sup>th</sup> street to D.A. Thomas Park, and bring these to Council for a decision at the next meeting.

Author: J. Whittleton Review Date: \_\_\_\_\_ CAO Joulia Whittleton



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services &amp; Operations</b>
<b>Title:</b>	<b>La Crete 105<sup>th</sup> Avenue</b>

### **BACKGROUND / PROPOSAL:**

105<sup>th</sup> Ave in La Crete between 100<sup>th</sup> St and 99<sup>th</sup> St was paved a number of years ago on top of the existing base which has lasted for a while and is now in a state of disrepair. Administration suggests that we dig it down approx 14 inches, lay down filter cloth, place and compact 14 inches of gravel and then possibly pave it if funds permit in conjunction with the 88 connector.

### **OPTIONS & BENEFITS:**

#### **Option 1:**

To excavate, replace and compact the material on 105<sup>th</sup> Ave in La Crete and pave if funds permit.

#### **Option 2:**

To excavate, replace and compact the material on 105<sup>th</sup> Ave in La Crete and keep it at a gravel surface for future paving.

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

Costs are undetermined at this time as we propose to day labor the project and assist with County staff and equipment.

To be funded from the MSI grant that was allocated to the bridge repair project BF-81336 which was not approved for funding in 2012.

**Author:** John Klassen      **Review Date:** \_\_\_\_\_      **CAO** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1: (requires 2/3)

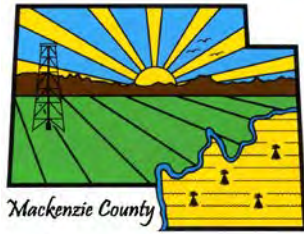
That the 2012 Budget be amended by cancelling the BF-81336 project and reallocating the \$90,000 in Municipal Sustainable Initiative (MSI) funding to a new project – La Crete 105<sup>th</sup> Ave Reconstruction and that a new MSI application be submitted.

Motion 2:

That administration proceeds with repairs to 105<sup>th</sup> Ave in La Crete to a degree allowable by funding.

Author: John Klassen Review Date: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services &amp; Operations</b>
<b>Title:</b>	<b>Fort Vermilion Spray Park</b>

**BACKGROUND / PROPOSAL:**

PlayQuest Recreation presented two different options for a spray park for Fort Vermilion at the June 27, 2012 council meeting. Administration was requested to provide information regarding the potential capacity impacts on the Fort Vermilion Water Plant and Lagoon.

The following options were presented:

**Option 1: Flow Through/ Low Flow Splash Pad**

Pros: Lower project initial capital cost  
Possible lower maintenance cost

Cons: High demand on water and sewer system  
Not as many features can be used at one time  
Less water features

**Option 2: Recirculating/High Flow Splash Pad**

Pros: Virtually no impact on County water and sewer system  
Option of using all features at one time  
A lot more water features are included in the price

Cons: High project initial capital cost  
Higher maintenance costs for treatment, winterizing, operator time, etc.

**Author:** Fred Wiebe      **Review Date:** July 4, 2012      **CAO** J. Whittleton

## **OPTIONS & BENEFITS:**

### **The Analysis of Fort Vermilion Water Treatment Plant and Lagoon Capacities**

The Fort Vermilion Water Plant (WTP) is designed to treat 1,900 m<sup>3</sup> of water per day. Currently the WTP can only produce a maximum of 1,555 m<sup>3</sup>/day. This means the WTP is currently running at 86% of current maximum treatment flows on a maximum day (1,340m<sup>3</sup>) in 2011.

If the County approves the Option 1(flow through/low flow splash pad), the WTP demand increases to 92% of current capacity, if the splash pad were to operate at 273.6 lpm for 6 hours on a maximum day. If the WTP was able to produce at its design capacity, the demand would be 76% of the design capacity.

One needs to keep in mind that the Splash Pad has a 15 year life expectancy, and the impacts of potential consumption increases due to rural waterline connections and future industrial connections such as the Mustus Energy development must be considered.

The lagoon in Fort Vermilion has a total designed storage capacity of 86,375 m<sup>3</sup>, of which 73,780 m<sup>3</sup> is an operational volume. The County's approval allows for two discharges per year, providing the County with 147,560 m<sup>3</sup> of storage capacity. Currently the County discharges, on average, 122,242 m<sup>3</sup>/year. This means the lagoon in Fort Vermilion is currently at about 83% capacity.

According to PlayQuest's data, the Splash Pad, with a flow through system, would add approximately 3,800 m<sup>3</sup> of water to the sanitary sewer, bringing the lagoon to about 85% capacity. This does not include rain water. The PlayQuest presentation does not include a pond, drainage ditch or storm attachment which would be the recommended form of disposing waste water for this type of application. If the rain water were diverted to the sanitary sewer, the demand on the lagoon would increase significantly.

One must also note that there is a 2" water service that is supplied to the Spray Park Equipment Room in the Fort Vermilion Recreation Complex. The sewer would need to be installed into the service just east of the new addition.

The Fort Vermilion Recreation Board has \$190,000 in funds towards this project (and continues the fundraising towards this project) which is sufficient for Option 1. This includes funding received from the Communities Facilities Enhancement Program (Provincial). This project has been a long time desire for the Fort Vermilion community.

Council could postpone making a decision regarding the Fort Vermilion Spray Park until the Fort Vermilion Expansion and Capacity Assessment is completed (in progress by Genivar), and direct administration to look into option of diverting the waste to the sanitary sewer for the flow through system.

In order to proceed with Option 2, an additional \$160,000 in initial investment will be required. Council could decide to contribute towards the initial investment by utilizing

**Author:** Fred Wiebe      **Review Date:** July 4, 2012      **CAO** J. Whittleton

the General Capital Reserve funds. The 2012 budget amendment will be required. This is the administration's preferred option due to minimal effects on the utilities systems.

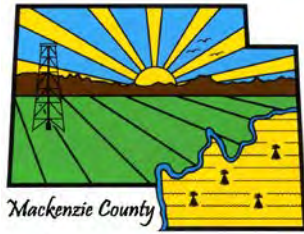
**COSTS & SOURCE OF FUNDING:**

2012 Capital Budget includes \$40,000 in municipal contribution towards this project.

**RECOMMENDED ACTION:**

For discussion.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Samuel Wahab, Planner</b>
<b>Title:</b>	<b>Bylaw 868-12 Land Use Bylaw Amendment to Add Auction Mart to the Hamlet Commercial 2 "HC2" Zoning</b>

### **BACKGROUND / PROPOSAL:**

The Planning and Development Department has received an application for Text Amendment to the Land Use Bylaw Hamlet Commercial 2 "HC2" zone. This being the addition of "Auction Mart" to accommodate this type of service in the Hamlet of La Crete along 109 Avenue - La Crete North Access Road in the Northpoint industrial subdivision.

During the revising of the new Land Use Bylaw 791-10, every effort was taken to ensure that all zonings meet the needs of all the hamlets within the County. The Hamlet of La Crete is a unique area with a diverse mix of industrial, commercial, and residential uses combined together in a small area.

#### **8.5 HAMLET COMMERCIAL 2 "HC2"**

The general purpose of this LAND USE DISTRICT is to permit commercial Development on large, high visibility site in established Hamlets.

**Author:** Samuel Wahab

**Reviewed by:** Bill Kostiw

**CAO** J. Whittleton

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICES</li> <li>b) ANCILLARY BUILDING/SHED</li> <li>c) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>d) CONVENIENCE STORE</li> <li>e) RESTAURANT</li> <li>f) SEA CAN</li> <li>g) SERVICE STATION</li> <li>h) TRADESMENS BUSINESS</li> <li>i) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) CARDLOCK</li> <li>b) ENVIRO – TANK</li> <li>c) GENERAL SERVICES ESTABLISHMENT</li> <li>d) LUMBER YARD</li> <li>e) MANUFACTURED HOME SALES AND SERVICES</li> <li>f) MOTEL OR HOTEL</li> <li>g) PROFESSIONAL OFFICES</li> <li>h) PUBLIC USE</li> <li>i) RECYCLING FACILITY</li> <li>j) RETAIL STORE</li> </ul>

The application was presented to the Municipal Planning Commission (MPC) at their June 28, 2012 meeting where the following motion was made:

*Recommendation to Council for APPROVAL of Bylaw 868-12, being a Land Use Bylaw Amendment to add Auction Mart to the Hamlet Commercial 2 “HC2” zoning.*

**OPTIONS & BENEFITS:**

Retail store, lumber yard, and recycling facility are some of the discretionary uses in the Hamlet Commercial 2 “HC2” zone; it is felt that this should not be limited to these discretionary uses only. In addition, by adding Auction Mart will give the business owners more options and incentives to develop.

If retail store, lumber yard, and recycling facility are discretionary uses in this zoning it would seem logical that an Auction Mart be added to the zone as discretionary use for the purpose of Land Use compatibility. Commercial and Industrial Uses are either a permitted or as a discretionary use in Hamlet Commercial 2 “HC2” however an Auction Mart is not allowed.

**Author:** Samuel Wahab                      **Reviewed by:** Bill Kostiw                      **CAO** J. Whittleton

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Because of the Hamlet of La Crete's continuous growth, the supply of land that is serviced and zoned for commercial and industrial development is starting to become limited. To ensure that there is support for this type of development for the community's entrepreneurial and economic diversification in the near future, the Planning and Development Department supports this text amendment to the Hamlet Commercial 2 "HC2" zone.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 868 -12, being a Land Use Bylaw Amendment to add "Auction Mart" to Discretionary Uses in the Hamlet Commercial 2 "HC2" zoning.

**Author:** Samuel Wahab

**Reviewed by:** Bill Kostiw

**CAO** J. Whittleton





**BYLAW NO. 868-12**  
**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 No. 791-11 in 2011, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by adding 'Auction Mart' to the Discretionary Use in the Hamlet Commercial 2 "HC2" zone.

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

1. That the Mackenzie County Land Use Bylaw Section 8.8 B, Hamlet Commercial 2 "HC2" Discretionary Uses, be amended to:

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICES</li> <li>b) ANCILLARY BUILDING/SHED</li> <li>c) AUTOMOTIVE EQUIPMENT ANDVEHICLE SERVICES</li> <li>d) CONVENIENCE STORE</li> <li>e) RESTAURANT</li> <li>f) SEA CAN</li> <li>g) SERVICE STATION</li> <li>h) TRADESMENS BUSINESS</li> <li>i) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) <b>AUCTION MART</b></li> <li>b) CARDLOCK</li> <li>c) ENVIRO - TANK</li> <li>d) GENERAL SERVICES ESTABLISHMENT</li> <li>e) LUMBER YARD</li> <li>f) MANUFACTURED HOME SALES AND SERVICES</li> <li>g) MOTEL OR HOTEL</li> <li>h) PROFESSIONAL OFFICES</li> <li>i) PUBLIC USE</li> <li>j) RECYCLING FACILITY</li> <li>k) RETAIL STORE</li> </ul>

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2012.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2012.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2012.

---

Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

**8.5 HAMLET COMMERCIAL 2 “HC2”**

The general purpose of this LAND USE DISTRICT is to permit commercial Development on large, high visibility site in established Hamlets.

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) <i>AGRICULTURAL MACHINERY SALES AND SERVICES</i></li> <li>b) <i>ANCILLARY BUILDING/SHED</i></li> <li>c) <i>AUTOMOTIVE EQUIPMENT ANDVEHICLE SERVICES</i></li> <li>d) <i>CONVENIENCE STORE</i></li> <li>e) <i>RESTAURANT</i></li> <li>f) <i>SEA CAN</i></li> <li>g) <i>SERVICE STATION</i></li> <li>h) <i>TRADESMENS BUSINESS</i></li> <li>i) <i>VEHICLE WASH ESTABLISHMENT</i></li> </ul>	<ul style="list-style-type: none"> <li>a) <i>CARDLOCK</i></li> <li>b) <i>ENVIRO - TANK</i></li> <li>c) <i>GENERAL SERVICES ESTABLISHMENT</i></li> <li>d) <i>LUMBER YARD</i></li> <li>e) <i>MANUFACTURED HOME SALES AND SERVICES</i></li> <li>f) <i>MOTEL OR HOTEL</i></li> <li>g) <i>PROFESSIONAL OFFICES</i></li> <li>h) <i>PUBLIC USE</i></li> <li>i) <i>RECYCLING FACILITY</i></li> <li>j) <i>RETAIL STORE</i></li> </ul>

**C. DISTRICT REGULATIONS**

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

**(a) LOT Area:**

At the discretion of the Development Authority

**(b) Minimum Setbacks:**

YARD - FRONT: 9.1 m (30 feet)

YARD - REAR: 3.1 m (10 feet)

**D. ADDITIONAL REQUIREMENTS**

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

- (b) 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.

**E. OTHER REQUIREMENTS**

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



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Liane Lambert, Development Officer</b>
<b>Title:</b>	<b>Town of High Level Land Use Amendment Bylaw 661-97 Referral</b>

### **BACKGROUND / PROPOSAL:**

In accordance to the Intermunicipal Development Plan (IDP), Mackenzie County has received a referral notice for an amendment to the Town of High Level Land Use Bylaw, Bylaw 661-97.

There are proposing to add Relocatable Industrial Accommodations to Subsection 5 of the Land Use Bylaw 661-97.

The Planning Department has reviewed this bylaw and has no issues or concerns with the proposed changes.

Due to the short notice, (received July 3, 2012, response required by July 11, 2012) this referral was not presented to the Municipal Planning Commission prior to this council meeting.

### **RECOMMENDED ACTION:**

That a letter be sent to the Town of High Level advising that Mackenzie County has no issues with the proposed amendment to their Land Use Bylaw 661-97.

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



10511 – 103 Street  
High Level, Alberta  
T0H 1Z0  
Tel: (780) 926-2201  
Fax: (780) 926-2899  
E-mail: ddesimone@highlevel.ca



June 25, 2012

Mackenzie County  
Box 640  
Fort Vermilion, AB  
T0H 1N0

Attention: Liane Lambert

First reading has been given to the following amendment to the Town of High Level Land Use Bylaw 661-97:

As instructed under **Recommendation #018-12** from the February 21, 2012 Committee of the Whole Meeting, administration is providing information to amend Land Use Bylaw 661-97 in regards to Relocatable Industrial Accommodations. The recommendation that was carried, proposed that Relocatable Industrial Accommodations be subject to 1 year renewable permits. Further to this recommendation, Administration is proposing the following sub-section be added to Section 5 of Land Use Bylaw 661-97:

1. **5.41 Relocatable Industrial Accommodations**

5.41.1 Relocatable Industrial Accommodations shall be located in the industrial districts and be subject to 1 year renewable development permits.

5.41.2 The development application shall be subject to the approval by the Public Health Inspector.

5.41.3 That the Relocatable Industrial Accommodation meets the requirements of Alberta Municipal Affairs for “Relocatable Industrial Accommodation” and is affixed with the appropriate labeling.

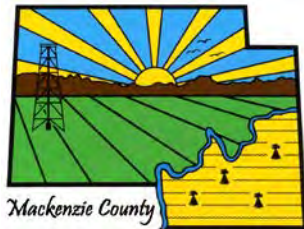
Administration is requesting Council to give second and third reading to the bylaw.

In accordance with the Inter-Municipal Development Plan we are providing you notification and requesting comments from the County. Please provide comments before 4:30 p.m. July 11<sup>th</sup>, 2012.

Yours truly,

David Desimone

*HIGH LEVEL . . . at the crossroads of northern opportunity  
. . . where the future of Alberta begins.*



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Local Authorities Election Act</b>

### **BACKGROUND / PROPOSAL:**

The Local Authorities Election Act sets out the election processes and procedures for municipal and school board elections.

### **OPTIONS & BENEFITS:**

Please see the AAMD&C's Member Bulletin and Municipal Affairs consultation document.

Please note that the form is to be used for official responses of organizations such as municipal councils. Therefore administration recommends that Council works through this consultation form as a group so that one response on behalf of our municipality can be provided by the deadline of July 31, 2012.

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

N/A

### **RECOMMENDED ACTION:**

That the Local Authorities Election Act consultation survey form be completed by Council as a whole and submitted to the AAMDC prior to July 31, 2012.

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





## Local Authorities Election Act Consultation

The AAMDC is pleased to announce that the Ministry of Municipal Affairs is seeking public input on possible changes to the *Local Authorities Election Act* (LAEA). The AAMDC has been pushing for these changes based on feedback and resolutions that have been provided by our members. In addition to the AAMDC's input, a number of other stakeholders have provided Municipal Affairs with a number of suggestions for change. The following issues were identified and have been incorporated into the public consultation:

- Term of Office
- Residency
- Timing of Elections
- Nominations
- Eligibility to Vote
- Campaign Financing
- Ballot Procedure

With this unique opportunity, we encourage our members to complete the survey which can be found at the [Municipal Affairs website](#). The deadline to submit your feedback is **July 31, 2012**.

### BACKGROUND

The Local Authorities Election Act sets out the election processes and procedures for municipal and school board elections. It was enacted in 1983 and has been amended several times since that date.

Currently, the AAMDC has one active resolution specific to the LAEA:

- 2-11S: THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request the Province of Alberta amend the *Local Authorities Election Act* to set a 4-year term for municipal elected officials.

Enquiries may be directed to:

Darren Reedy  
Policy Analyst  
780.955.4085

Kim Heyman  
Director, Advocacy & Communications  
780.955.4079

# Local Authorities Election Act Consultation

The *Local Authorities Election Act* sets out the election processes and procedures for municipal and school board elections. It was enacted in 1983 and has been amended several times since that date.

The Minister of Municipal Affairs has committed to a review of the *Act* to ensure that it continues to provide an effective framework to support secure, fair and impartial elections. Stakeholder feedback will be considered in making any recommendations for amendments, and public input is welcomed. The consultation is open from June 11 – July 31, 2012, and you can provide your input by completing this survey.

This survey consists of 36 questions. The area provided for additional comments is optional. The space provided for additional comments will expand to accommodate your response.

## Contributor Information

This form is to be used for official responses of organizations such as municipal councils, school boards, municipal associations, school associations, and other organizations. In order to identify your response, please provide the following information:

**Name of Organization:**

**Authorized Contact Name:**

**Phone Number:**

**Email:**

If you have questions or require technical assistance in completing the survey, please contact one of our municipal advisors. The following contact information can be used for questions, requests or survey submissions.

Alberta Municipal Affairs  
Municipal Services Branch  
17th Floor, 10155 - 102 St.  
Edmonton, AB T5J 4L4  
Ph: 780-427-2225 (or Toll-free: 310-0000)  
Fax: 780-422-9133  
Email: [lgsmail@gov.ab.ca](mailto:lgsmail@gov.ab.ca)

## Term of Office

*This section applies to both municipal and school board elections.*

**Q1.: Currently under the Act, the term of office for a local elected representative is three years. Should the term of office for a local elected authority be changed to four years?**

**[Section 10]**

Yes                       No                       No opinion

Additional Comments:

**Q2.: Election day for a local election is held in October for a general election. Should the timing of elections be changed to the Spring for a general election year, and be aligned to occur mid-way between provincial elections? [This does not apply to summer villages because their general elections are held in the Summer.]**

Yes                       No                       No opinion

Additional Comments:

**Q3.: If general elections were held mid-way between provincial elections as suggested above, should the existing terms be extended from October 2013 until Spring 2014 to achieve this alignment?**

Yes                       No                       No opinion

Additional Comments:

**Q4.: If the timing for a general election was changed to occur in the Spring, which would be your preferred month in which to hold the general election?**

March                       April                       May                       No opinion

Additional Comments:

## Nominations

*This section applies to both municipal and school board elections.*

**Q5.: Currently, the Act does not specify the actions that a returning officer is to take if a submitted candidate nomination form does not contain the required number of elector signatures. Should the Act be changed to require the returning officer to declare the nomination form invalid if the form does not contain the required number of elector's signatures? [Section 27]**

Yes                       No                       No opinion

Additional Comments:

**Q6.: Currently, a candidate who has resigned at some point during their term can submit a nomination form and run in the subsequent by-election for the same office. Should the Act be changed to prevent the candidate from submitting a nomination form for a by-election for the same office during the same term? [Section 22]**

Yes                       No                       No opinion

Additional Comments:

## Eligibility to Vote

*This section applies to both municipal and school board elections.*

**Q7.: Currently, the requirement for voters to produce identification to vote is not mandatory under the Act. Should the Act be changed to require that all persons provide identification to verify their identity to vote? [Section 53 provides a discretionary provision for the passing of a bylaw.]**

Yes                       No                       No opinion

Additional Comments:

**Q8.: The current Act establishes rules to determine a persons place of residence for the purposes of voting. Are the rules of residence clear enough to determine who is eligible to vote in an election? [Section 47 and 48]**

Yes                       No                       No opinion

Additional Comments:

**Q9.: Currently, the Act allows a person to vote in only one local jurisdiction, except for summer village property owners, who can vote in multiple jurisdictions. Should the Act be amended to adopt a standard approach for all Albertans? [Section 12, 47 and 48]**

Yes                       No                       No opinion

Additional Comments:

**Q10.: If a standard approach for all Albertans is adopted, should a person be allowed to vote in more than one local jurisdiction if they are a resident or own property in each local jurisdiction?**

Yes                       No                       No opinion

Additional Comments:

**Q11.: If a standard approach for all Albertans is adopted that allows a person to vote in only one local jurisdiction, should the person be allowed to choose which local jurisdiction they wish to vote in if they are a resident or own property in multiple local jurisdictions?**

Yes                       No                       No opinion

Additional Comments:

**Q12.: Currently, the Act provides local authorities with discretionary power to prepare a list of voters. Should all local jurisdictions be required to prepare and use a voters list for all elections, by-elections, and votes on questions? [Section 50]**

Yes                       No                       No opinion

Additional Comments:

## Campaign Contribution Limits

*This section applies to municipal elections only.*

**Q13.: Currently, there is a limitation of \$5,000 on any campaign contribution by a person, corporation, trade union or employee organization to a candidate in any year. Should the limitation amount of \$5,000 be removed from the Act, which would mean that local jurisdictions would be able to establish their own limits, if they choose to? [Section 147.2]**

Yes                       No                       No opinion

Additional Comments:

**Q14.: Currently, candidates in local elections are limited to paying a maximum of \$10,000 from their own funds to fund their campaign within a campaign period. Should the limitation amount of \$10,000 be removed from the Act, which would mean that local jurisdictions would be able to establish their own limits, if they choose to? [Section 147.2]**

Yes                       No                       No opinion

Additional Comments:

**Q15.: Currently, the Act prohibits specific entities and organizations from making campaign contributions to a candidate. Should these restrictions be removed from the Act, which would mean that local jurisdictions would be able to establish their own restrictions, if they choose to? [Section 147.1(1)(g)]**

Yes                       No                       No opinion

Additional Comments:

**Q16.: Currently, a potential candidate may accept campaign contributions and is not accountable for the funds collected if they decide not to submit a nomination form. Should a potential candidate be required to formally declare their intent to submit a nomination form to the local jurisdiction before they receive any contributions to their campaign? [Section 147.2 and 22]**

Yes                       No                       No opinion

Additional Comments:

**Q17.: Currently, the Act does not permit campaign contributions from residents outside Alberta. Should the Act be amended to allow campaign contributions from persons who are normally resident outside of Alberta but who are a resident of Canada? [Section 147.2(3)]**

Yes                       No                       No opinion

Additional Comments:

**Q18.: Currently, candidates must pay any anonymous campaign contributions to the municipality. Should the Act be changed to allow for an anonymous contribution to a campaign up to and including \$100? [Section 147.3]**

Yes                       No                       No opinion

Additional Comments:

**Q19.: Currently, the Act requires that candidates issue receipts for all campaign contributions. Should the Act be changed to only require that receipts be issued for campaign contributions on amounts exceeding \$100? [Section 147.3]**

Yes                       No                       No opinion

Additional Comments:

## **Holding and Use of Campaign Funds**

*This section applies to municipal elections only.*

**Q20.: Currently, candidates are required to account for campaign contributions and open a campaign bank account. Should these requirements be removed from the Act, which**



**would mean that local jurisdictions would be able to establish their own requirements, if they choose to? [Section 147.3]**

Yes                       No                       No opinion

Additional Comments:

**Q21.: Currently, there is a provision in the Act that is scheduled to come into effect on December 1, 2015. The provision states that if a candidate has a campaign surplus exceeding \$500, the surplus must be paid to the municipality, to be held in trust until the next general election. Should this requirement be removed from the Act, which would mean that local jurisdictions would be able to establish their own requirements, if they choose to?**

Yes                       No                       No opinion

Additional Comments:

**Q22.: If a candidate declares their intention to be nominated in a general election, should the Act be changed to allow candidates to access surplus amounts carried forward from a previous campaign at the time this declaration of intent is made? [Section 147.5]**

Yes                       No                       No opinion

Additional Comments:

**Q23.: Currently, the Act sets out requirements on how campaign surpluses exceeding \$500 are to be distributed in the event that a candidate decides not to run in the next general election. Should this requirement be removed from the Act, which would mean that local jurisdictions would be able to establish their own requirements for the distribution of campaign surpluses, if they choose to? [Section 147.5]**

Yes                       No                       No opinion

Additional Comments:

**Q24.: Currently, the Act requires a candidate who is not running in the next general election to donate campaign surpluses exceeding \$500 to a registered charitable organization or the municipality. If the Act continues to specify how campaign surpluses are distributed, should candidates be required to give the surplus to the municipality, and remove the option to donate to a charity? [Section 147.4(1.1)]**

- Yes                       No                       No opinion

Additional Comments:

**Q25.: Currently, the Act requires a candidate who is not running in the next general election to donate surplus funds in excess of \$500. If the Act continues to specify how campaign surpluses are distributed, should the requirement to donate the campaign surplus apply to any campaign surplus funds, including those under \$500? [Section 147.4(1.1)]**

- Yes                       No                       No opinion

Additional Comments:

**Q26.: Currently, the Act does not specify how campaign deficits are to be cleared. Should the Act be changed to require candidates to clear any campaign deficits?**

- Yes                       No                       No opinion

Additional Comments:

## Reporting on Campaign Funds

*This section applies to municipal elections only.*

**Q27.: Currently, candidates in a municipal election (excluding candidates who fund their campaign exclusively out of their own funds) are required to report information about their campaign funds in a disclosure statement to the municipality. Should the current reporting requirements be removed from the Act, which would mean that local jurisdictions would be able to establish their own disclosure requirements, if they choose to? [Section 147.4]**

Yes                       No                       No opinion

Additional Comments:

**Q28.: Currently, campaign disclosure statements require that the contributors name and address be reported on contributions over \$100. Should the requirement to report the contributor's address be replaced with a requirement to report the contributor's municipality of residence only? [Section 147.4(1)(b)]**

Yes                       No                       No opinion

Additional Comments:

**Q29.: Currently, the Act requires candidates to disclose the total amount of campaign surplus in excess of \$500. If reporting on campaign contributions and costs continues to be required, should candidates be required to report on any campaign surplus or deficit amount, including those under \$500? [Section 147.4]**

Yes                       No                       No opinion

Additional Comments:

**Q30.: Currently, the Act requires candidates to disclose the total amount of campaign expenses, without requiring any breakdown by cost type or category. If reporting on campaign contributions and costs continues to be required, should candidates be required to report campaign expenses by category? [For example, total amounts spent on advertising, entertainment and hosting, office leases, staff support, travel, etc.]**

Yes                       No                       No opinion

Additional Comments:

**Q31.: Currently, a candidate in a general election whose campaign is funded exclusively out of the candidate's own funds does not have to report on campaign contributions and expenses. If reporting on campaign contributions and costs continues to be required, should the reporting requirements also apply to candidates who fund campaign expenses exclusively out of their own funds? [Section 147.4]**

Yes                       No                       No opinion

Additional Comments:

**Q32.: Currently, the Act requires that the disclosure statement about campaign funds be filed by March 1 after a general election, or 120 days after a by-election. If not filed by that date, the Act imposes a \$500 late-filing fee to be paid to the municipality, but there is a 30 day grace period before the failure to file becomes an offence. If reporting on campaign contributions and costs continues to be required, should the 30 day grace period be removed? [Section 147.7(1)]**

Yes                       No                       No opinion

Additional Comments:

**Q33.: If reporting on campaign contributions and costs continues to be required, should a candidate be eligible to run in a current election if they ran in a previous election and their disclosure statement was not filed? [Section 22]**

Yes                       No                       No opinion

Additional Comments:

## Ballot Procedure

*This section applies to both municipal and school board elections.*

**Q34.: Currently under the Act, the use of special ballots (e.g. mail-in ballots) is not mandatory. Should the Act be changed to require that local jurisdictions provide voters with the option to vote by special ballot for all elections and votes? [Section 77.1]**

Yes                       No                       No opinion

Additional Comments:

**Q35.: Should alternative voting methods such as telephone and internet voting be allowed, provided that the method ensures the security and integrity of the voting process?**

Yes                       No                       No opinion

Additional Comments:

## Other Issues

**Q36.: Do you have any other concerns, comments, or questions about the Act?**

### **Information Collected During Consultations**

The information collected through the public consultation is being used to obtain the views and opinions of Albertans with respect to the *Local Authorities Election Act*. The information is being collected under the authority of the *Government Organization Act* and will be managed in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the use of the information being collected, please contact: the Capacity Building Unit in Municipal Affairs at (780) 427-2225, toll free by dialing 310-0000 first.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Target 2014: Building the Future – Federation of Canadian Municipalities Campaign</b>

**BACKGROUND / PROPOSAL:**

From the Blueprint for Local Engagement by Federation of Canadian Municipalities:

*Starting this June, FCM will be running a national campaign called Target 2014: Building our Future. FCM hopes to mobilize the 2,000 municipalities and thousands of local officials that make up its membership, to remind Canadians of the role that vibrant cities and communities play in ensuring national economic prosperity.*

*In March 2014, a number of important federal-provincial transfer agreements are due to expire, including Equalization, the Canada Health Transfer and the Canada Social Transfer. In addition to these federal-provincial agreements, a number of other transfers—representing more than one-third of current federal investments in Canada’s municipalities—are also set to end.*

*Of particular concern is the expiry of the current Building Canada Fund (BCF) which, since its inception in 2007, has contributed billions of dollars in much-needed repairs to our aging infrastructure. In November 2011, the Government of Canada made a commitment to the development of a long-term plan for infrastructure funding. Through the Building Our Future campaign, FCM seeks to ensure that the core infrastructure needs of cities and communities are adequately met in the federal government’s new infrastructure plan.*

*All communities in Canada have unique stories to tell, along with individual sets of challenges with which they must deal. There are also issues that cut across differences in size, geography and population. None of these is more immediate than the need to fix our crumbling infrastructure.*

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

*With federal consultations on the long-term infrastructure plan kicking off in June 2012, it is urgent that municipal governments relay their own priorities and vision for the plan.*

The following message regarding the **Target 2014: Building the Future** has been distributed by the Federation of Canadian Municipalities:

### **Core messages**

- *Almost \$2 billion dollars a year in federal infrastructure funding for municipalities will end when the federal government's Building Canada Plan expires in March 2014, along with funding for a number of other critical cost-shared programs.*
- *The federal government has promised to develop a new plan before the 2014 deadline, in partnership with municipalities, provinces, territories and other key stakeholders.*
- *The Federation of Canadian Municipalities (FCM) has launched a campaign to ensure municipal priorities are reflected in the federal government's new long-term infrastructure plan, and that this plan is in place when the current programs expire in 2014*
- *The campaign, called Target 2014: Building our Future, will inform all FCM member municipalities of the 2014 deadline and the process for developing a new plan, so they can participate in setting priorities.*
- *The campaign will leverage traditional and social media to encourage local residents, businesses and organizations to get involved as well. We want the government to see that our residents, business leaders, volunteer organizations and service clubs are united on the need for continued federal investment in our communities.*
- *The campaign will run until spring 2013, when FCM expects the federal budget to spell out the government's commitment to meeting municipal needs in its long-term plan.*

### **OPTIONS & BENEFITS:**

Mackenzie County was successful in the past in obtaining financial support for the infrastructure projects through the Build Canada Fund. Continuation of Federal funding towards our municipal priorities is critical for our growing municipality.

Administration recommends that Council supports the FCM's campaign, passes a motion and sends a letter using the templates provided by FCM.

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

N/A

Author: J. Whittleton Reviewed by: CAO



**RECOMMENDED ACTION:**

**WHEREAS**, The Building Canada Plan and a number of important federal-provincial transfer agreements vital to Canada's cities and communities, will expire in March 2014;

**WHEREAS**, Federal investments over the last few years have helped to slow the decline of our cities and communities, and the Government of Canada has committed to develop a new long-term plan for municipal infrastructure funding in consultation with municipal and provincial/territorial governments;

**WHEREAS**, a seamless transition from the Building Canada Plan to a new long term plan is necessary to ensure that municipalities can continue planning their capital spending effectively;

**WHEREAS**, The Federation of Canadian Municipalities (FCM) has launched a campaign to ensure the new plan reflects municipal priorities across the country and asks its member municipalities to pass a Council resolution supporting the campaign;

**AND WHEREAS**, our community has continuing infrastructure needs, such as the \$40M towards infrastructure to serve the new agricultural lands and the \$20M towards providing potable water to our rural residents, that can only be met with through the kind of long-term planning and investment made possible by a national plan;

**THEREFORE BE IT RESOLVED** that Council endorses the FCM campaign and urges the Minister of Transport, Infrastructure and Communities to work with FCM to ensure the new long-term infrastructure plan meets the core infrastructure needs of cities and communities;

**BE IT FURTHER RESOLVED** that Council urges the Minister of Transport, Infrastructure and Communities to ensure that the new long-term plan is fully in place when existing programs expire in 2014; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be sent to the Minister of Transport, Infrastructure and Communities, to the Honourable Doug Griffiths, Minister of Municipal Affairs for Alberta, to Chris Warkentin, MP for Peace River, to the Federation of Canadian Municipalities and to the Alberta Association of Municipal District and Counties.

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

**Template letter to the Minister of Transport, Infrastructure and Communities conveying Council's resolution and invitation to visit.**

*Please adapt this template as appropriate when advising the Minister of Transport, Infrastructure and Communities of Council's resolution and invitation.*

The Hon. Denis Lebel  
Minister of Transport, Infrastructure and Communities  
Transport Canada  
330 Sparks Street  
Ottawa, Ontario K1A 0N5

Dear Minister Lebel:

Please find attached our Council's resolution supporting the campaign by the Federation of Canadian Municipalities (FCM), "Target 2014: Building our Future".

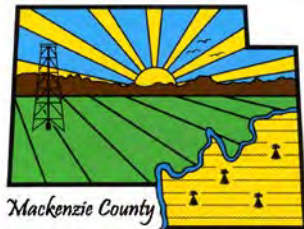
We are very pleased that your government has committed to develop a new long-term infrastructure plan that will replace the Building Canada Plan when it expires in 2014. We are also pleased that you have invited municipalities, provinces, territories and other key stakeholders to participate in the planning process.

FCM's campaign goal is to ensure the new long-term infrastructure plan reflects municipal priorities across the country, and our Council fully endorses that goal. The attached resolution is our first step in communicating to you our interest in the issue and the planning process, as well as our belief that a seamless transition to a new new long-term infrastructure plan is essential to the prosperity of our cities and communities and the economic competitiveness of Canada.

We understand that you will be touring Canada to consult on the new plan. Please consider this your invitation to visit [NAME] to see the benefits of past federal investments, as well as our community's continuing needs—needs that can only be met through the kind of long-term planning and investment made possible by a national plan.

We look forward to seeing you here or, if that is not possible, when you are next in our region.

Sincerely,



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>MMSA – Land Use Framework Joint Meeting Attendee</b>

### **BACKGROUND / PROPOSAL:**

See attached correspondence from the Mackenzie Municipal Services Agency regarding the work plan changes for the Land Use Framework draft position paper.

A joint meeting with municipal project partners is scheduled to take place on September 21, 2012 and they are requesting that one representative from each municipality attend. They would prefer that the CAO attend this meeting or in their absence a member of Council.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That Councillor Wardley be appointed as the CAO's alternate to attend the MMSA Land Use Framework Joint Meeting on September 21, 2012.

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





## *Mackenzie Municipal Services Agency*

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P.O. Box 450, 5109 – 51 Street, Berwyn AB T0H 0E0

**July 3, 2012**

To: Municipal Project Partners

### **RE: Land Use Framework Joint Meeting Attendee**

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Further to the letter mailed June 27, 2012 to the project partners regarding the Land Use Framework 2<sup>nd</sup> Draft Position Paper and Joint Meeting. It has been brought to our attention that the number and composition of attendees was not clear in the June 27, 2012 letter to the project partners. To streamline the meeting discussion period, one representative from each municipality is recommended. The Mackenzie Municipal Services Agency (MMSA) suggests the Chief Administrative Officer (CAO) would be the most appropriate representative at this stage of the process. If the CAO is unavailable, we suggest a member of Council attend.

We look forward to meeting with the municipal project partners on September 21, 2012.

Sincerely,

Howard Pinnock  
Director of Planning  
**Mackenzie Municipal Services Agency**



## *Mackenzie Municipal Services Agency*

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P.O. Box 450, 5109 – 51 Street, Berwyn AB T0H 0E0

**June 27, 2012**

Mackenzie County  
Box 640  
Fort Vermilion Alberta T0H 1N0



Attention: Joulia Whittleton  
Chief Administrative Officer

Dear Mrs. Whittleton,

### **RE: Land Use Framework 2<sup>nd</sup> Draft Position Paper & Joint Meeting**

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The Mackenzie Municipal Services Agency (MMSA) is requesting a change to the workplan timeline in response to many municipal project partners requiring additional time to provide comments on the draft Position Paper.

The revised proposed workplan includes the following revised dates.

**Monday August 13, 2012:** Revised draft Position Paper mailed to municipal project partners

**Friday September 21, 2012:** Joint meeting with municipal project partners  
Details to be confirmed by email in early September

We look forward to your continued input into this process and look forward to your participation in attending the joint meeting on September 21, 2012. The purpose of the September 21, 2012 meeting is to present the position paper, including highlights of municipalities' comments/concerns as well as provide municipalities an opportunity to have an open forum discussion regarding the Upper and Lower Peace Regions and the comment/concerns that are key to include in the Position Paper.

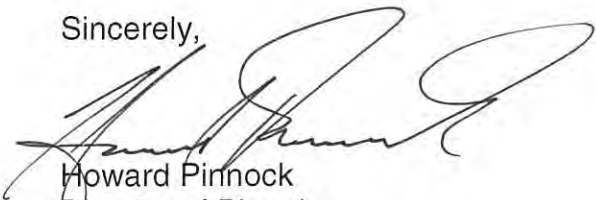
Copies of the final Position Paper will be sent to all municipal project partners, as well as Federal MPs and Provincial MLAs in the Upper and Lower Peace Regions, Alberta Municipal Affairs, and the Land Use Secretariat under Alberta Sustainable Resource Development; who will provide copies to the Regional Plan Advisory Councils for both the Upper and Lower Peace Regions when formed.

If you have any concerns regarding the suggested revised workplan timeline, please contact our office by **Tuesday July 10, 2012**. We understand there is currently no projected start date in developing Regional Advisory Councils for either the Upper or Lower Peace Regions.

We have scheduled the September 21, 2012 meeting around upcoming fall conventions including the Alberta Rural Administrators' Association (ARMAA) September 5-7, 2012, the Alberta Urban Municipalities Association (AUMA) September 26 - 28, 2012 and the Alberta Association of Municipal Districts and Counties (AAMDC) November 13 - 15, 2012, as well as the Alberta Professional Planners Institute's (APPI) annual conference being held October 9 - 12, 2012 in conjunction with the Canadian Institute of Planners (CIP) conference this year.

We look forward to meeting with the municipal project partners in the fall.

Sincerely,



Howard Pinnock  
Director of Planning

**Mackenzie Municipal Services Agency**

Enclosure: Revised Workplan Timeline

Schedule 'B': Project Timelines and Important Deadlines

TASKS	CONSULTATION/DRAFT REPORT PHASE												REVIEW PHASE						PROVINCIAL CONSULTATION PHASE					
	April 2011	May 2011	June 2011	July 2011	Aug. 2011	Sept. 2011	Oct. 2011	Nov. 2011	Dec. 2011	Jan. 2012	Feb. 2012	Mar. 2012	April 2012	May 2012	June 2012	July 2012	Aug. 2012	Sept. 2012	Oct. 2012	Nov. 2012	Dec. 2012			
In-house Planning Meetings	[Red bar spanning all months]																							
Project Work plan & Budget	[Red bar]																							
Survey Preparation	[Red bar]																							
Survey Distribution/Data Collection	[Red bar]																							
Initial Meeting with each Municipality	[Red bar]																							
Data Collection Deadline Oct. 21st (Comments rec'd until mid Jan. 2012)										★														
Survey Analysis	[Red bar]																							
Draft Position Paper (Completed by March 22, 2012)	[Red bar]																							
Draft position Paper to Municipal Project Partners, for review and comment	[Red bar]																							
Deadline for Position Paper Comments to MMSA June 25, 2012																★								
Make revisions to draft Position Paper and prepare for Joint Meeting 2nd Draft Position Paper to Municipalities for review (mail August 13, 2012)	[Red bar]																							
Joint Meeting preparation & presentation (September 21, 2012)																			★					
Final Position Paper																				[Red bar]				
COMPLETION PHASE																								
Prepare Summaries/Presentations, Presentation Boards for Provincial Public Meetings																					[Blue bar]			
Provincial Public Meetings - Land Use Framework (Dates to be determined by Land Use Secretariat)																					?		?	



Final copy of Position Paper will be circulated to provincial agencies





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 9, 2012</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Assessment Review Board Appointment</b>

**BACKGROUND / PROPOSAL:**

The County has been advertising vacant board positions since last fall. A vacancy still remains on the Assessment Review Board and in order to hold a hearing this fall (if required) we currently do not have enough members to sit on the Local Assessment Review Board. Legislation requires that in order for individuals to be eligible to sit on the Board they must have successfully completed the training program set or approved by the Minister.

In order to prepare for the 2012 appeal season, administration began seeking interest from individuals appointed to the Boards of neighboring municipalities. Mr. Jerry Chomiak from High Level was the only individual to express an interest and is willing to sit on Mackenzie County's Assessment Review Board. Mr. Chomiak received his mandatory training two years ago.

**OPTIONS & BENEFITS:**

In order to comply with legislation and our Assessment Review Board Bylaw a full board complement is required to hold an Assessment Review Board hearing.

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That Jerry Chomiak be appointed to the Assessment Review Board for a period ending December 2012.

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





## Mackenzie County Action List as of June 27, 2012

### *Council Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>August 11, 2009 Council Meeting</b>			
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia	Meeting July 3, 2012
<b>February 8, 2011 Regular Council Meeting</b>			
11-02-129	That administration investigate options for a snow dump area in the La Crete area before the 2011-12 winter season.	John	Planning to create an area in conjunction with the LC lagoon project
<b>March 8, 2011 Regular Council Meeting</b>			
11-03-249	That the Finance Committee be authorized to discuss fire invoicing issues with the Town of High Level.	Joulia Finance	(Regional Collaboration)
<b>April 12, 2011 Regular Council Meeting</b>			
11-04-350	That administration be authorized to enter into a Memorandum of Understanding with the Fort Vermilion School Division regarding the County's three year commitment to contribute \$50,000 annually towards the Rocky Lane Public School Agriculture Program with the funding being channeled through the Rocky Lane Agricultural Society.	Joulia	Agreements signed.
11-04-369	That the Finance Committee be authorized to meet with the Town of High Level representatives to discuss the <b>Airport Vicinity Protection Area, potable water line arrangements</b> , the Annexation Agreement and the Regional Mutual Aid Agreement.	Joulia	In progress
<b>May 10, 2011 Regular Council Meeting</b>			
11-05-447	That administration be authorized to assist the La Crete Agricultural Society in their pursuit of acquiring a space for the purpose of developing a "Jubilee Plaza".	Joulia	In progress Meeting was held on June 26, 2012
11-05-451	That Council request that staff work with the La Crete Swimming Pool Committee to assist them in the development of a business plan approach for the La Crete Swimming Pool project.	Joulia	In progress
<b>June 29, 2011 Regular Council Meeting</b>			
11-06-551	That Mackenzie County retract motion 11-02-150 and 11-03-307 and award Superior Safety Codes a	Joulia	Ready for signature; QMP is under review with AB Safety

Motion	Action Required	Action By	Status
	three year Safety Codes Services Contract subject to the current fees remaining in place for the first three months of the contract term and that the new fees as proposed by Superior Safety Codes commence thereafter and that the fee split be 70/30 percent for Superior Safety Codes and Mackenzie County respectively.		Codes Council and Municipal Affairs
February 13, 2012 Regular Council Meeting			
12-02-103	That Policy RESV018 Water Reserve Fund be TABLED to the next meeting.	John Joulia	
February 29, 2012 Regular Council Meeting			
12-02-144	That administration and the Municipal Planning Commission obtains public input to permit a minimum lot size of 55' X 100' for single family residential lots and a minimum lot size 60' X 100' for multiple family lots as well as altering the side yard setbacks to maximize useable yard area in conjunction with the Area Structure Plan reviews.	Joulia Bill	To be completed during review of ASP's
March 28, 2012 Council Meeting			
12-03-240	That the County explore emergency services options as discussed.	Carol	Letter sent to current provider. Change-over is currently in progress.
April 11, 2012 Council Meeting			
12-04-249	That Council approve the tendering of bridge rehabilitation on the two bridges on the Highway 88 Connector by June 12, 2012 with construction completion by October 15, 2012.	John	In progress
April 20, 2012 Special Council Meeting			
12-04-277	That the dust control fees be reviewed during 2013.	John	2013 Budget Review
May 1, 2012 Special Council Meeting			
12-05-325	That Motion 12-05-324 be postponed for further information.  <i>That the County requests that the Government of Alberta take over the paving and maintenance of the Highway 88 Connector and Zama Access Road as primary highways.</i>	Joulia Bill	Added to Priorities List approved by Council
May 23, 2012 Council Meeting			
12-05-332	That administration be authorized to proceed with obtaining regulatory approvals for establishing a crossing at the Little Buffalo in order to access new lands and connect to the East Peace road.	Bill John Joulia	Scheduling a meeting
12-05-333	That administration takes the lead in obtaining all regulatory approvals for crossings installation in the County's road allowances for all fish bearing channels (as determined by the Department of Fisheries and Oceans) as necessary to service new	Bill John Joulia	Scheduling a meeting

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	agricultural lands.		
12-05-347	That administration be authorized to proceed with the negotiations for the purchase of Section 27-106-13-5 as authorized in Council Motion 12-03-177. (landfill site)	Bill	In progress
12-05-349	That a double solid center line be painted on the La Crete North access from 100 <sup>th</sup> St to 50 meters East of the North Point development access.	John	To be completed during the regular line painting program
12-05-350	That administration be instructed to proceed with the Resource Road Grant application on the Highway 88 Connector and the Zama Access.	Bill John	In progress
12-05-352	That administration be instructed to proceed with the design and tendering of the rural water extension and pumping station project as budgeted.	Bill John	In progress
12-05-368	That administration be authorized to enter into leases with Alberta Health Services for the ambulance buildings as presented.	Joulia Carol	Awaiting Signatures
<b>June 12, 2012 Council Meeting</b>			
12-06-387	That the sale of unit numbers 9103 (1977 Cab-over) and 9104 (1979 conventional) to the public through a closed bid system with no minimum reserve bid advertised be TABLED to the next meeting.	Bill	July 9, 2012
12-06-392	That administration negotiate a payment plan for taxes with Winter Petroleum and bring it back to Council for information.	Joulia	July 9, 2012
12-06-398	That administration be authorized to proceed with a request to Alberta Transportation to provide funding and install the culverts at the intersection of AJA Road and Highway 697 along the Seven Mile Road on Highway 58.	Bill John	In progress
12-06-399	That administration be authorized to proceed with requesting at least three firms to provide their engineering cost for an "A" estimate for the Tompkins Crossing Bridge Project and instruct the most suitable engineering firm to proceed if within budget.	Bill John	In progress
12-06-411	That a letter be sent to the Minister of Sustainable Resource Development/Environment in support of extending the timeline for the replacement of the Tolko burner, and that administration obtain confirmation of Tolko receiving grant funding for this project.	Bill Joulia	
12-06-412	That administration submit information on the CO <sub>2</sub> EOR project to the AAMDC Zone 4 for discussion at	Bill Joulia	

Motion	Action Required	Action By	Status
	the next zone meeting.		
June 27, 2012 Council Meeting			
12-06-423	That administration and the Agricultural Land Use Planning Committee review accesses off provincial roads and bring back options.	Joulia John Bill Grant	
12-06-424	That administration develop a plan for accesses off municipal roads and bring back options.	Joulia John Bill Grant	
12-06-426	That administration bring back a cost estimate and policy for supplying culverts and gravel for the non-refundable cost share proposals for roads to new lands, for budgeting purposes.	Joulia John Bill Grant	
12-06-431	That administration be instructed to proceed with an Expression of Interest/Request for Proposals for the water management for development of new lands project and review with Council to determine next steps.	Bill Grant	
12-06-440	That the contract for the residential waste pickup in the Hamlet of La Crete be referred to the Waste Management Ad Hoc Task Force for review and recommendation to Council.	Joulia	July 9, 2012
12-06-441	That Bylaw 866-12 Hamlet Residential Waste Collection and Bylaw 869-12 Fee Schedule Bylaw be deferred to the Waste Management Ad Hoc Task Force for review and recommendation to Council.	Joulia	July 9, 2012
12-06-444	That the High Level Phase II & III Flood Control Project tender closing be changed to the July 9, 2012 Council meeting.	Bill	July 9, 2012
12-06-445	That administration bring back more information regarding water usage and options for the Fort Vermilion spray park to the next meeting.	John	
12-06-451	That administration be authorized to negotiate the access to Plan 0023789, Block 1, Lot 1 as discussed.	John Bill	

Motion	Action Required	Action By	Status
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### Community Sustainability Plan – Action Items

Tasks	Responsibility	Approximate Deadline
<b>Sustainable governance items:</b>		
Citizen-engagement plan, formal avenues for active citizen involvement in strategic planning, long-term planning; undertake citizen satisfaction surveys;	CAO	
Local elections – collect, keep and report to Council voter data from municipal elections (comparative between elections);	Carol	
Review and/or establish Council Policy/Procedure on media communications, responding to citizens, contact with Government, etc.;	CAO, Joulia, Carol	
Establish a Council Library in the Corporate Office (make a variety of municipal government related books and magazines available);	CAO, Carol	Completed
<b>Service delivery items:</b>		
Review standards for the services that are delivered and establish a formal process to review and evaluate compliance with those standards;	Joulia, John, Al, Don	
<b>Infrastructure items:</b>		
Review and recommend options regarding an infrastructure management system;	Al	
Review/develop a plan for maintaining municipal infrastructure;	Al, Don, John, Grant	
<b>Economic vitality items:</b>		
Bring options regarding establishing an annual business licensing;	Joulia	
<b>Risk management items:</b>		
Review and report to Council regarding a municipal service continuity plan;	Al, Don, John	
Review and report to Council regarding Occupational Health and Safety practices (inclusive of CORE certification status).	Al	





Partners in Advocacy & Business

May 2012

Dear Member,

**RE: AGGREGATED ENERGY PROGRAM**

In the late summer of 2011, AAMDC had begun the process of forming a new energy program to deliver value based on the aggregation of our AAMDC Members and Associate Members electricity and natural gas futures requirements. 8760 Energy has been hired to facilitate the aggregation and public tender process on our behalf. In weeks to come and throughout the summer, 8760 will be contacting you directly to ensure the success and efficiency of our program is known and realized.

Given the deficiency of similar energy programs offered by like organizations in Alberta, the AAMDC is committed to keep it simple, and get it right for our membership. The AAMDC philosophy of “strength in numbers” delivers discounts and savings based on mass procurement. This philosophy works well for our flagship programs of insurance, gasoline, tires, and other commodities. We are expecting the energy program will be delivering its value to a level reserved for only the largest organizations in Canada.

The AAMDC’s aim in bringing this program to you is as follows:

- to ensure our Members requirements are properly, and professionally assessed and;
- as a mass group, publically tender all aggregated requirements through the Alberta Purchasing Connection in the fall of this year
- comply with the AAMDC public procurement protocols and Government trade agreements
- all members receive the same price for each commodity, each individual future year

We are all very excited with this program; however it is heavily dependent on the fact that Member participation is critical to its success.

A representative from the AAMDC Trade Division, in concert with 8760 Energy will be contacting each and every AAMDC Member and Associate Member over the course of the summer to provide a full understanding of the program, and all the steps required to join in.

Warm regards,

Bob Barss  
AAMDC Board of Directors - AAMDC President  
[bbarss@aamdc.com](mailto:bbarss@aamdc.com)  
Phone: 780.842.7309

Gerald Rhodes  
AAMDC – Executive Director  
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### NEW STAFF MEMBERS ARRIVE AT THE MMSA

The MMSA's newest planner, Alisha Mody, joined the staff on April 23, through the *Alberta Municipal Internship Program for Land Use Planners*. (see more details about this program on page 2)

Alisha was born and raised in Peace River and is happy to return to the region after completing her Masters of Planning at the University of British Columbia's School of Community and Regional Planning. Before joining the Agency, Alisha worked with the Regional Planning department at the Fraser Valley Regional District and in the Strategic

Planning division of TransLink, Metro Vancouver's transportation authority.

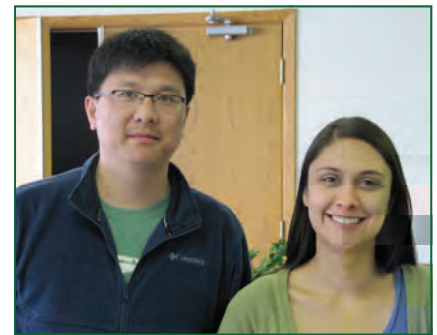
In addition to working at the Agency, Alisha can often be found at a local swimming pool or two, where she swims and coaches swim club – the Grimshaw Gators in the summer and the Peace River Wa-hoos in the winter.

Adding to our GIS department for the summer, Yang Gao started June 11 as Junior GIS Technologist. This position will provide Yang the opportunity to gain practical experience in GIS technology towards the

completion of his Bachelor of Applied Technology Geographic Information Systems (BGIS) at SAIT in Calgary.

He immigrated from Beijing China with his wife and has been in Calgary for about 6 years. In Beijing, Yang worked in the information technology field as a School Network Administrator.

Yang's summer goal is to work with the ArcGIS programs developing maps and GIS related products. He is looking forward to his first time living in a small community in Alberta.



Yang Gao and Alisha Mody

### A MESSAGE FROM THE CHAIR



By Ron Longtin

On behalf of the Executive Committee and the Board, I extend a warm

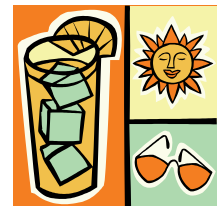
welcome to our two newest staff members, Alisha Mody and Yang Gao. I hope that their time with the Agency provides them with the experience and first-hand knowledge that will assist them in furthering their careers. It is an advantage to the Agency and the region to be able to access provincial grant funding for these positions which in turn allows us to provide training to our future employees.

On page 3 of this newsletter

is an article regarding sustainability checklists for municipalities. Over the past few years sustainability planning for municipalities has been taking on a very important role in ensuring long-term vitality. Although sustainable development is a global concern it is sometimes less apparent in smaller communities. However, even in our smallest communities, there is a very real need to address such issues as population growth or decline, the availability of affordable housing, increase in age of essential infrastructure and environmental quality concerns. It is no longer sufficient just to pay lip service to the concept of sustainability planning, it is essential to our community's futures that

appropriate sustainable practices are incorporated into our every-day planning and development processes. As mentioned in the article, in the next few months the Agency staff will be introducing the concept of development sustainability checklists. I strongly encourage all our member municipalities to review the information provided and consider adopting this very worthwhile sustainable planning and development practice.

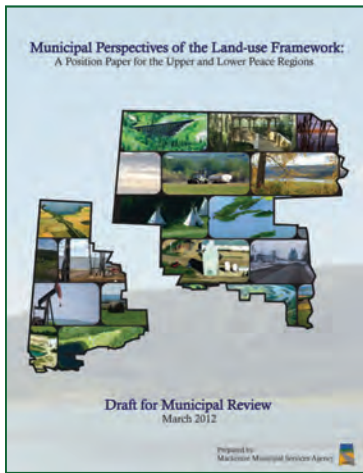
In closing, I encourage you to take time to enjoy all that our wonderful region has to offer and I wish you a happy and safe summer.



#### Inside this issue:

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## LAND USE FRAMEWORK - PROJECT UPDATE



By Jesse Auspitz

Since April 2011, MMSA has been working with municipal partners to develop a position paper regarding the provincial Land-use Framework initiative. The position paper is meant to reflect the objectives of the municipalities in both the Upper and Lower Peace Regions.

In March 2012, the Agency provided a draft copy of the paper to the municipal partners for their review. Since that time, most of the feedback has been received. The

Agency is incorporating the comments into a revised position paper that will be presented at a joint meeting with representatives from the municipal partners.

There were some important concerns voiced by the municipalities throughout the process. Some of the concerns include: the need for detailed and specific information regarding Cumulative Effects Management, improved inter-municipal cooperation on common issues, and increased general transparency from the

Province.

We would like to thank all of the participating municipalities that have been working with us through this phase of the project. In the future, the Agency looks forward to continuing to work with municipalities to refine the position paper. Once the position paper has been finalized, it will be presented to the Land-use Framework Regional Advisory Councils for the Upper and Lower Peace regions, which will be created by the Province.

## ALBERTA MUNICIPAL INTERNSHIP PROGRAM BENEFITS MMSA

By Alisha Mody

Hello Peace Country! I am excited to be the MMSA's first participant in the *Alberta Municipal Internship Program for Land Use Planners*, which has been administered by Alberta Municipal Affairs since 2007. The main objective of the Internship Program is to help communi-



2012-2014 Land Use Planning Interns

ties across the province avoid a shortage of skilled, senior municipal staff in the future by developing new employees today. The program assists municipalities and planning agencies in the recruitment and training of new employees and offers recent graduates the opportunity to gain practical experience and training in the Alberta municipal environment.

The program is two years long, and ensures that the planner will gain experience in a variety of areas including: municipal planning, area planning, land use control (zoning),

subdivision, permitting and other areas of local government responsibility.

While at the Agency, I hope to help make healthy and sustainable choices easy, intuitive and economic for all Peace Country residents as we work together towards a responsible future. In addition, I look forward to sharing the internship resources and training with my colleagues, to maximize the positive outcomes of the internship for the Agency and the region. I look forward to working with and learning from you all!

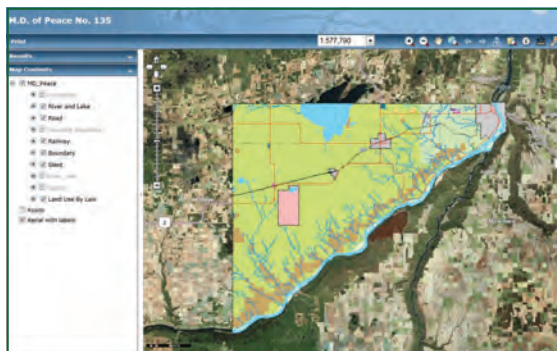
## INTERNET MAPPING UPDATE

By Ali Taghavi

In 2012, the internet mapping application on the MMSA website has expanded. The Municipal District of Fairview No. 136, the Town of Rainbow Lake and the Municipal District of Peace No. 135 now have their Land Use Bylaw maps available on the [MAPPING &](#)

[TECHNICAL](#) page of the Agency website at [www.mmsa.ca](http://www.mmsa.ca).

The next step in development is to add additional layers such as rural addressing to the maps of the rural municipalities.



## BRINGING SUSTAINABILITY CHECKLISTS TO NORTHERN ALBERTA

By Alisha Mody

The Mackenzie Municipal Services Agency is committed to providing communities in the Peace Country with the opportunity to engage in municipal planning best practices. As such, we are encouraging local municipalities to consider incorporating a sustainability checklist into their development processes. Sustainability checklists are a non-regulatory checklist used to record and evaluate the sustainability impact of a development or project.

Sustainability checklists have many potential benefits, they:

- ✓ Are a tangible way to integrate/implement sustainability into day-to-day municipal operations
- ✓ Raise awareness of sustainability concepts
- ✓ Provide the development industry with direction on how sustainability can be integrated into their proposals
- ✓ Assist municipal staff in evaluating and negotiating development applications
- ✓ Ensure consistent treatment of development applications
- ✓ Can identify projects eligible for incentives, such as:
  - Fast-tracking applications
  - Tax exemptions
  - Off-site levy reductions

Over the summer, the Agency will be sending a letter to municipalities introducing the concept and providing them the opportunity to engage in this work. Please contact our office with any questions.



## MUNICIPAL DISTRICT OF PEACE NO. 135 SHAFTSBURY TRAIL STUDY

By Matthew Konowalchuk and Alisha Mody

During the development of the Municipal District of Peace No. 135 Municipal Development Plan (MDP) in 2009, it was determined that the Shaftesbury Trail is facing development pressures between several current land uses. These pressures include an increased demand for residential development while preserving current agricultural land and co-existing with several gravel extracting operations. These increased development pressures offer a unique opportunity to integrate new development while continuing to preserve the character of the Shaftesbury Trail's historic sites and picturesque views of the Peace River.

This Shaftesbury Trail Study aims to examine and address the unique pressures and opportunities presented by the Shaftesbury Trail Area by providing further direction and guiding future development along the Shaftesbury Trail. This study will work in conjunction with the MD's MDP and Land-Use Bylaw to direct and facilitate positive change along the Shaftesbury Trail. The study area includes all the river lots, from IR 151C to River Lot 37, and also extends up along Brick's Hill.

The Shaftesbury Trail Study process kicked off with the first steering committee meeting, held on April 23. The steering committee includes residents of the Shaftesbury Trail Area and members of

the MD of Peace Council, and is supported by staff from MMSA. During the first three meetings, the steering committee has identified key issues facing the area and engaged in a visioning process that will guide future work. The next steps include goal setting and policy development. Once these are complete, the community will be asked to provide feedback through a consultation process that will hopefully occur in the early fall.



# MACKENZIE MUNICIPAL SERVICES AGENCY

Planning Today for Your Community's Tomorrow.

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**Check Out Our Website**  
[www.mmsa.ca](http://www.mmsa.ca)  
For  
Subdivision Application Packages

Mackenzie Municipal Services Agency provides land use planning and subdivision services for a large area in northwest Alberta. In a region stretching from Northern Sunrise County in the south and east to the Town of Rainbow Lake in the north, we provide municipal planning services to 12 member municipalities, pursuant to Section 625 of the Municipal Government Act. We also provide a full range of services on a contract fee-for-service basis.

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MUNICIPALITY	REPRESENTATIVE	MUNICIPALITY	REPRESENTATIVE
Village of Berwyn	Ron Longtin	M. D. of Fairview #136	Terri Wyness
Clear Hills County	Bonnie Bigam	M. D. of Peace #135	Veronica Bliska
Town of Fairview	Larry Chorney	Village of Nampa	Ed Skrlík
Town of Grimshaw	Brian Allen	Northern Sunrise County	Carolyn Kolebaba
Village of Hines Creek	Jim MacKenzie	Town of Peace River	Colin Needham
Town of Manning	Sunni Walker	Town of Rainbow Lake	Boyd Langford

## AROUND THE REGION

### CAO CHANGES:

#### Happy Retirement:

Wendy Johnson from the Town of Grimshaw.  
John Brodrick from the Town of Manning.

#### Welcome:

Olive Toews to the Village of Berwyn.  
Theresa Musser to the Town of Grimshaw.  
Gerald Loewen to the Town of Manning.

### FAREWELL TO A FRIEND:

Bob Miles, long time CAO of Northern Sunrise County passed away March 18. Bob was a great supporter of the Agency and a friend to us all.

### ROBERT E. WALTER MEMORIAL SCHOLARSHIP:

The recipient for 2012 is Candace Froese from La Crete. Candace graduated from La Crete Public School and is planning to attend Red Deer College in the fall.

Applications for the Scholarship are available on the Scholarship page of our website. The next deadline is March 31, 2013.



Candace Froese receives award from Mr. Fyke at La Crete Public School Awards Ceremony June 26.



# SUMMER

## Resolutions – Annual Conference, Saskatoon - 2012

### Election Improvements

**WHEREAS** the rising administrative costs of elections are bearing an increasing burden on municipalities across Canada; and

**WHEREAS** voting turnout at all orders of government is at an all-time low and little has been done to address this issue; therefore, be it

**RESOLVED** that the Federation of Canadian Municipalities request Elections Canada to work with the Provinces, Territories and municipalities to improve election administration and voting procedures to improve voter turnout, reduce costs and the environmental impact of elections; and be it further

**RESOLVED** That the Federation of Canadian Municipalities urge the Government of Canada and Elections Canada to consider the feedback from recent elections to simplify voting procedures and implement changes to improve the voting process and update voter registrations lists as appropriate for each order of government.

*Town of Milton, Ontario  
Town of Halton Hills, Ontario  
Halton Region, Ontario*

Category "A"

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### Development of Airparks

**WHEREAS** The siting of an airpark is currently in progress on Ville de Neuville territory despite the fact that council categorically rejected any and all siting projects on its territory; and

**WHEREAS** That the power to determine the site where future airparks in Canada are to be built must be exercised in consultation with municipal authorities; and

**WHEREAS** That municipalities and the provincial government must be consulted in matters regarding regulating the development of their territory; and

**WHEREAS** The local authorities, such as municipalities, are essential for the implementation of development on their territory; and

**WHEREAS** The development of an airport indisputably impacts the agricultural community, the environment and the peace and quiet of the neighbourhood bordering the zone in question; and

**WHEREAS** That municipalities adopt monitoring standards within their territory concerning usage and zoning; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities urge the Federal Government to consult municipalities on decisions surrounding the use of land for siting private airports.

*City of Neuville, Quebec*

Category "A"

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### **Northern Living Deduction**

**WHEREAS** The Northern Resident Tax Deduction (NRTD) was implemented by the federal government to promote economic development in the North by creating attractive conditions for labour; offsetting the high cost of living and lack of access to various services in the North; and

**WHEREAS** The NRTD is unevenly applied and residents in the same community may be prescribed as zone "A" and prescribed as zone "B" as in the case of residents of Haida Gwaii who were once recipients of the full NRTD, have now been re-classified as zone "B;" although Canadian government employees in the same community continue to receive the full deduction.; and

**WHEREAS** The NRTD has lost over 50% of its original value due to inflation since the measure was first introduced and may no longer provide sufficient value to continue to attract and retain skilled labour in Canada's North; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities (FCM) requests that the Federal government reevaluate the way the Northern Residents Tax Deduction (NRTD) is calculated for all northern communities to account for their level of isolation and their access to necessary services to ensure that there is consistency and fairness across Canada; and be it further

**RESOLVED** That FCM requests that the Federal government increase the residency component of the NRTD to reflect its loss of value due to inflation; and be it finally

**RESOLVED** That FCM requests that the Federal government develop adjustments to the NRTD that recognize the unique circumstances that exist throughout the territories.

*Union of British Columbia Municipalities:  
Village of Port Clements, British Columbia*

Category "A"

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## **Federal Funding To Museums**

**WHEREAS** The Federal Government takes a strong role in the fostering, promotion and funding of the arts and cultural sector, as well as providing support for the development of the humanities and science; and

**WHEREAS** The City of Red Deer recognizes that successive federal governments have developed an array of policies, programs and other measures to build a national awareness and enjoyment of the rich legacy of Canadian history, artistic impression and scientific achievements; and

**WHEREAS** The Canadian Museums Association (CMA) has proposed the creation of a five-year program, the Canadians Supporting Their Museums Fund, which calls upon the federal government to match individual and corporate contributions dollar for dollar to an annual ceiling of \$25 million, to increase private sector investments in Canada's museums and galleries; therefore, be it

**RESOLVED** That the Federation of Canadian Municipalities lobby the federal government to ensure that Canadian heritage is preserved through continued financial support to local and regional organizations who contribute to objectives related to culture, arts, and heritage including the preservation and presentation of collections and related programs.

*City of Red Deer, Alberta*

Category "A"

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## **Canada Post Service Cuts**

**WHEREAS** rural mail box delivery, post offices and mail boxes are vital to the viability and economic development of rural communities in Canada; and

**WHEREAS** The government's Canadian Postal Service Charter does not adequately protect the public interest; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities call on the federal government to:

- a. Discourage Canada Post from cutting public postal services in rural communities; and
- b. Consult with the public, municipalities, members of Parliament, postal unions and other major stakeholders to dramatically improve the Canadian Postal Service Charter.

*Union of British Columbia Municipalities:  
District of Logan Lake, British Columbia*

Category "A"

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**A Strong Voice for Rural Communities in Ottawa**

**WHEREAS** Rural communities make significant contributions to Canada's economic prosperity, generating 13% of our GDP and 50% of exports; and,

**WHEREAS** Rural Canada supports a wide range of important resource-based industries such as tourism, fisheries, forestry, mining, the energy sector, as well as agriculture; and,

**WHEREAS** Across Canada's rural communities are struggling to ensure their viability and success in the face of demographic, economic and environmental changes; and,

**WHEREAS** The federal Rural Secretariat has coordinated federal policies and programs to ensure they respond to the needs of the rural communities since 1998; and,

**WHEREAS** In response to federal deficit reduction targets, officials with Agriculture and Agri-foods Canada are cutting the majority of funding for the Rural Secretariat, leaving it without sufficient capacity to understand and represent rural interests within the federal government; and

**WHEREAS** In its 2011 Election Platform, FCM called for a better resourced and empowered Rural Secretariat, led by a dedicated rural voice at Cabinet, to ensure rural needs are reflected in federal decision-making; therefore be it

**RESOLVED** That FCM urge the federal government to protect and enhance its capacity to understand the emerging challenges and opportunities facing Rural Canada, to coordinate its rural policies and programs across departments, and to build a plan to ensure the long-term success and viability of Rural Canada; and be it further

**RESOLVED** That FCM urge the federal government to appoint a dedicated rural champion at the cabinet table to drive and sustain change and to integrate and coordinate the actions of various federal departments and resources towards strengthening Rural Canada.

*Regional District of Fraser-Fort George, British Columbia  
Town of Halton Hills, Ontario*

Category "A"

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## **Bill C-38 Amendments to the *Fisheries Act***

**WHEREAS** Canada's oldest piece of legislation, the federal *Fisheries Act* of 1868 has been critical to the protection, conservation and enhancement of both our coastal fisheries and inland fresh water fisheries, and has been administered under Federal Constitution jurisdiction since the time of Confederation; and

**WHEREAS** Human health, especially clean drinking water, depends on vigilant protection of our watersheds and riparian areas, which necessitates responsible stewardship and scientifically based management of habitat for fish; and

**WHEREAS** Many local economies are supported by industries that are directly dependent on the state of the aquatic environment, including agriculture, fisheries, and tourism, which would be adversely impacted by any environmental degradation; and

**WHEREAS** Many of the amendments to the *Fisheries Act* proposed in *Bill C-38* respond to the municipal sector's long standing position that the *Act* must be updated to reduce duplication, streamline processes for small, low-risk projects, and remove unnecessary and costly administrative burdens on municipalities; and,

**WHEREAS** *Bill C-38* also proposes changes to the *Fisheries Act* that will increase discretionary powers of the Minister, change of the definition of fish habitat, and the limit the *Act's* application to some types and sizes of projects, all of which could reduce the *Act's* ability to protect the environment; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities (FCM) request the Government of Canada to ensure that changes to the *Fisheries Act* continue to protect our fisheries and natural environment while improving administrative efficiency by reducing unnecessary, ineffective and burdensome procedures; and be it further

**RESOLVED** That FCM request the federal government to ensure that the sections of *Bill C-38* proposing major changes to environmental protection legislation (the *Fisheries Act*, *Canadian the Environmental Assessment Act* and the *Species-at-Risk Act*) be removed from *Bill C-38* and referred to the relevant standing committees for thorough review and debate; and be it finally

**RESOLVED** That FCM request the Department of Fisheries and Oceans develop the new *Fisheries Act* policies and regulations in collaboration with all stakeholders, including local governments through FCM, to ensure changes address municipal concerns and strengthen environment protection.

Category "A"

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## **CSCP12.2.02**

### **Restoration of Joint Emergency Preparedness Program (JEPP) Funding**

**WHEREAS** JEPP supports cooperation among the federal, provincial/territorial and municipal governments to respond to emergencies of all types with a uniform standard of response; and

**WHEREAS** Funding through JEPP assists with projects aimed at enhancing national emergency response capability; and

**WHEREAS** The ultimate outcome of JEPP to have a national emergency preparedness capacity enhanced to meet emergencies of all types has not yet been met; and

**WHEREAS** Budget 2012-13 discontinued further funding for JEPP; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities urge the Government of Canada to fully restore annual JEPP funding to 2009 levels for emergency preparedness, to ensure that there is a continued, ongoing effective JEPP program that can build federal, provincial/territorial and municipal capacity to meet emergencies of all types in Canada.

*Metro Vancouver, British Columbia*

Category "A"

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### **Proposed Transport Canada's Railway-Roadway Grade Crossing Regulations**

**WHEREAS** Transport Canada is seeking input to the consultation process regarding the proposed changes to the Canadian Railway-Roadway Grade Crossing Standards (CRRGCS); and

**WHEREAS** The City of Langley is concerned with the proposed introduction of the draft CRRGCS as standards as opposed to guidelines to allow for flexibility to meet specific site conditions, allow for the use of a risk based approach to prioritize improvements, and address concerns with potential liability; and

**WHEREAS** The City of Langley has some specific concerns with the proposed document, including:

- a clear and consistent whistling cessation process;
- a process to resolve disputes between railways and road authorities;
- clarification on the distribution of financial responsibility between Transport Canada, the road authorities, and the rail companies regarding safety assessments and upgrades such as the installation of grade crossing warning systems; and,

- that the regulations propose that local governments will be responsible for private property owners removing or relocating existing obstructions within private property which is unreasonable and in many cases impractical, given that:
  - a local government may not have the authority to require the removal of structures within private property that have been legally constructed;
  - the impact to private properties may be significant and at a high cost;
  - the requirement of local governments to remove or relocate obstructions on the road right of way without consideration of any potential negative impacts on the delivery of other government or community services; and

**WHEREAS** The policy on safety documents and safety reviews is unclear on the responsibility for completing the safety assessment and the specific instances or circumstances that would necessitate a review, which may require significant resources (both staff and financial) to achieve the data inventory and the safety inspection requirements of the draft policy; and

**WHEREAS** The City of Langley supports the intent of the draft regulation and policy in terms of seeking improvements to road-rail safety, but the City does not support the proposed draft CRRGCS standard and policy due to our concerns around:

- significant cost implications for local government;
- the roles and responsibilities and financial implications to affected parties; and
- the proposed “standards” instead of “guidelines”; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities urge the Federal Government to allow for additional time for a more thorough review of the proposed Railway-Roadway Grade Crossing Standards draft policy and regulations and the implications to local governments; and be it further

**RESOLVED** That the Federation of Canadian Municipalities urge the Federal Government to reconsider the decision within the CRRGCS to instill standards as opposed to guidelines, as this places increased liability and financial strain upon local governments.

*City of Langley, British Columbia*

Category “A”

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## **Reinstatement of the Community Access Program**

**WHEREAS** Since 1995, the Community Access Program has provided Canadians with affordable public access to the internet and the skills they need to use it effectively; and

**WHEREAS** The Community Access Program plays a crucial role in bridging the digital divide by facilitating electronic access to government services and encouraging on-line learning and literacy; and

**WHEREAS** The Government of Canada eliminated funding for the Community Access Program in the 2012-13 federal budget; and

**WHEREAS** Public computer access sites are facing imminent closure due to the elimination of the Community Access Program; and

**WHEREAS** Municipal governments will be pressured to provide funding to keep these sites open; and

**WHEREAS** The Government of Canada has cited growth in the percentage of Canadian households that have a computer and internet access as a reason for eliminating the program; and

**WHEREAS** Access to computers and the internet have become increasingly important since the program was introduced in 1995; and

**WHEREAS** Reducing affordable public access to computers and the internet will have the greatest impact on vulnerable segments of society; therefore, be it

**RESOLVED** That the Federation of Canadian Municipalities call upon the Government of Canada to immediately reinstate the Community Access Program.

*Federation of Prince Edward Island Municipalities*

Category "A"

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## **Atlantic Fishing Industry Owner-operator and Fleet Separation Policies**

**WHEREAS** Under the *Atlantic Fisheries Policy Review* the Department of Fisheries and Oceans conducted an extensive public consultation on its fisheries policy in Atlantic Canada and that this consultation culminated under the AFPR Phase I with a new policy framework that modernized **Canada's approach to fisheries** management in Atlantic Canada; and

**WHEREAS** The Department of Fisheries and Oceans committed itself to put into action this new framework under Phase II of the AFPR; and

**WHEREAS** The Department has not moved to implement in any coherent and strategic way the actions outlined for Phase II of the AFPR; and

**WHEREAS** The implementation of the AFPR Phase II is long overdue; and

**WHEREAS** The Department of Fisheries and Oceans, through recent actions, are in contradiction of their own Federal Policy by allowing trust agreements, moving licenses to other restricted areas and allowing company ownership of licenses and not "wholly owned" by fishermen; and

**WHEREAS** The Inshore Fleet are in support of changes to the fisheries provided it is done using the basic foundation of the owner-operator and fleet separation policies; and

**WHEREAS** The majority of the fisheries in Atlantic Canada have already signed on to the Precautionary Approach to fisheries science and management and are already exercising conservation measure including funding fisheries science programs; and

**WHEREAS** The fishery has completed bycatch studies and continue to document daily by catch and analysis in relation to species at risk; therefore be it

**RESOLVED** That the Federation of Canadian Municipalities lobby the Department of Fisheries and Oceans to work in close collaboration with the legitimate organizations of the Independent Core Fleet Sector and urgently put into action Phase II of the *Atlantic Fisheries Policy Review*; and be it further

**RESOLVED** That the Federation of Canadian Municipalities lobby the Department of Fisheries and Oceans to begin immediate discussions with the legitimate harvester **organizations of Atlantic Canada's Independent Core Fleet Sector to establish** an Atlantic wide (Quebec, New Brunswick, Nova Scotia, PEI, the Province of Newfoundland and Labrador) Independent Core Harvester Policy Working Group to advise the Department on how to best proceed with the implementation of Phase II of the *Atlantic Fisheries Policy Review* to modernize the fisheries management system for the Independent Core Sector and that the Working Group be established by June 30, 2012; and be it further

**RESOLVED** That the Federation of Canadian Municipalities strongly recommend that, following the establishment of the Independent Core Sector Policy Working Group, that the Department of Fisheries and Oceans would begin immediate discussions with the Working Group about the organization of an Atlantic wide Policy Forum between the Department and the legitimate harvester organizations to be held in the Fall 2012; and be it finally

**RESOLVED** That the Federation of Canadian Municipalities lobby the Department of Fisheries and Oceans to incorporate the fundamental aspects of the *Commercial Fisheries Licensing Policy for Eastern Canada* relating to owner-operators and to fleet separation including the policy for the *Preservation of the Independence of the Inshore Fleet in Canada's Atlantic Fisheries* (PIIFCAF) into the General Regulations under the *Fisheries Act*.

*Municipality of the District of Guysborough, Nova Scotia*

Category "A"

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