



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

APRIL 29, 2015

1:00 P.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

NOW	ADVOCACY
1. RATEPAYER ENGAGEMENT 2. REGIONAL RELATIONSHIPS 3. FISCAL RESPONSIBILITY 4. POTABLE WATER: Availability & Infrastructure 5. CAMPGROUNDS: Expansion and New Boat Docks 6. RECREATION CENTRES & ARENA UPGRADES 7. MASTER FLOOD CONTROL PLAN & FLOOD CONTROL SYSTEMS 8. TRANSPORTATION DEVELOPMENT 9. ECONOMIC DEVELOPMENT 10. INDUSTRY RELATIONS	<input type="checkbox"/> <i>Provincial Government Relationships</i> <input type="checkbox"/> <i>Land Use</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i> <input type="checkbox"/> <i>Transportation Development</i>

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)		ECONOMIC DEVELOPMENT (Joulia/Byron)	
1. RATEPAYER ENGAGEMENT – Business Plan	May	1. ECONOMIC DEVELOPMENT – Establish Action Plan	April
2. REGIONAL RELATIONSHIPS	June	2. TRANSPORTATION DEVELOPMENT – Meet Ministers (P5/Zama, RBLK/Hwy 58)	April
3. FISCAL RESPONSIBILITY – non-traditional municipal revenue streams		3. INDUSTRY RELATIONS – Meet Industry Partners	
<input type="checkbox"/> <i>Canada Post – La Crete</i>	April	<input type="checkbox"/> _____	
<input type="checkbox"/> <i>La Crete Library – ATB Building - Assessment</i>	May	<input type="checkbox"/> _____	
<input type="checkbox"/> <i>AUPE Negotiations – internal review of the agreement</i>			
COMMUNITY SERVICES (Ron)		AGRICULTURAL SERVICES (Grant)	
1. CAMPGROUNDS – Identify expansion areas & establish policy	June	1. MASTER FLOOD CONTROL PLAN – Completion of Plan	April
2. RECREATION CENTRES & ARENA UPGRADES – Assessment	June	2. Emergency Livestock Response Plan	October
3. COR Certificate – Self Audit	July	3. _____	
<input type="checkbox"/> Dock expansion plan for campgrounds		<input type="checkbox"/> County Ag Fair & Tradeshow Planning	
<input type="checkbox"/> _____		<input type="checkbox"/> Easements for Existing Drainage Channel	
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. Infrastructure Master Plans	April	1. RATEPAYER ENGAGEMENT – Citizen Engagement Survey	June
2. LC & FV Design Guide	Sept	2. Website Update	June
3. _____		3. Filing/Records Management Procedures	June
<input type="checkbox"/> Land Use Framework		<input type="checkbox"/> Human Resource Policy Review	
<input type="checkbox"/> LC & FV Airports – Infrastructure Review		<input type="checkbox"/> Communication Plan	
FINANCE (Mark)		PUBLIC WORKS* (Ron/Len)	
1. FISCAL RESPONSIBILITY – Mill Rate Discussion & Policy	June	1. Inspection Procedure for New Roads	May
2. <i>AUPE Negotiations (calculations)</i>	June	2. Road Use Agreement Template Update	April
3. Multi-year capital plan		3. Finalize Meander River Gravel Pit Transfer	Aug
<input type="checkbox"/> _____		<input type="checkbox"/> Hamlet 3 Year Upgrading Plan – Review & Update	
<input type="checkbox"/> _____		<input type="checkbox"/> Engineering Services Procurement RFP	April
ENVIRONMENTAL (Fred)			
1. POTABLE WATER – Comprehensive Water Study	June	Codes:	
2. Hamlet Easement Strategy	July	BOLD CAPITALS – Council NOW Priorities	
3. FV Frozen Services Plan	Sept	CAPITALS – Council NEXT Priorities	
<input type="checkbox"/> _____		<i>Italics</i> – Advocacy	
<input type="checkbox"/> _____		Regular Title Case – Operational Strategies	
		* See Monthly Capital Projects Progress Report	

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 29, 2015
1:00 p.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the April 14, 2015 Regular Council Meeting	7
DELEGATIONS:	4.	a) Wilde & Company – 2014 Audited Financial Statement Presentation (2:00 p.m.)	
		b) Grade 6 Class – Ridgeview Central School	
		c)	
GENERAL REPORTS:	5.	a) Municipal Planning Commission Meeting Minutes	17
		b) Inter-Municipal Planning Commission Meeting Minutes	29
		c)	
TENDERS:	6.	a) None	
PUBLIC HEARINGS:		Public hearings are scheduled for 1:15 p.m.	
	7.	a) Bylaw 988-15 Land Use Bylaw Amendment to Rezone Part of NW 9-10-15-W5M from Hamlet Residential 1B “HR1B” to Hamlet Residential 2 “HR2” (La Crete)	37

ENVIRONMENTAL SERVICES:	9.	a)	Rural Water Line Connection Fees	47
OPERATIONS:	10.	a)	Policy 039 Policy Amendment	61
		b)	Second Access Request – NW-11-105-15-W5M	65
		c)	Second Access Request – SE-26-106-14-W5M (Old Colony Mennonite Church)	69
		d)	Second Access Request – SW-3-107-14-W5M	69
		e)	2015 Dust Control Operating Budget and Maps	73
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 993-15 Plan Cancellation for Consolidation Purposes Plan 882 1687, Block 3, Lots 1 and 2 (Zama)	89
		b)	Second Access Request – Plan 982 5932, Block 1, Plan 01	95
		c)	PAPI Light Update	121
FINANCE:	12.	a)	Bylaw 990-15 Community Aggregate Payment Levy Bylaw	131
		b)	Bylaw 992-15 – 2015 Tax Rate Bylaw	139
		c)	2014 Audited Financial Statements (DRAFT)	147
		d)	La Crete Pool Committee	171
		e)	Fort Vermilion FCSS – Request to Funds	175
		f)	Tax Recovery – Sale of Land/Properties By Public Auction	179
		g)	Request to waive penalties	183
ADMINISTRATION:	13.	a)	Bylaw 991-15 Fee Schedule	185
		b)	FCM – CIPP Workshop	227
		c)	Emergency Response (Fire Services) to First	229

Nations

- d) Agenda Item for May 29, 2015 Tri-County Meeting (with MD of Opportunity and Northern Sunrise County) 233

**INFORMATION /
CORRESPONDENCE:**

14. a) Information/Correspondence 235

**IN CAMERA
SESSION:**

15. a) Legal
• Inter-Municipal Relations
• A Legal Claim for Road Allowance Clearing
- b) Labour
• CAO Performance Evaluation
- c) Land

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

- NEXT MEETING
DATES:** 17. a) Regular Council Meeting
Friday, May 8, 2015
10:00 a.m.
Fort Vermilion Council Chambers

- ADJOURNMENT:** 18. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the April 14, 2015 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 14, 2015 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the April 14, 2015 Regular Council meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, April 14, 2015
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor (left at 4:32 p.m.)
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Joulia Whittleton	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Fred Wiebe	Manager of Utilities
Carol Gabriel	Manager of Legislative & Support Services

ALSO PRESENT: Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on April 14, 2015 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 15-04-237 MOVED by Councillor Wardley

That the agenda be approved with the following additions:

10. g) Private Sector

11. a) Land Clearing

- 12. e) Tax Collections
- 13. e) Fire Department Training Facility Grand Opening -
May 6, 2015
- 13. f) Book - Regulation of the Peace River, A Case Study
for River Management
- 15. a) Highway 88 Connector Road Damage

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) Minutes of the March 25, 2015 Regular Council
Meeting**

MOTION 15-04-238

MOVED by Councillor Braun

That the minutes of the March 25, 2015 Regular Council meeting be approved as presented.

CARRIED

OPERATIONS:

- 10. d) Access – NW 11 106 12 W5M**

Philip Friesen, landowner, was present to discuss his access request on NW 11-106-12-W5M.

MOTION 15-04-239

MOVED by Councillor Knelsen

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

CARRIED

GENERAL REPORTS:

- 5. a) CAO Report**

MOTION 15-04-240

MOVED by Councillor Jorgensen

That administration provide an update on the PAPI light installation.

CARRIED

MOTION 15-04-241

MOVED by Councillor Wardley

That the CAO Report for March 2015 be received for information.

CARRIED

5. b) Municipal Planning Commission Meeting Minutes

MOTION 15-04-242 **MOVED** by Councillor Wardley

That the Municipal Planning Commission meeting minutes of March 12, 2015 be received for information.

CARRIED

5. c) Community Services Committee Meeting Minutes

MOTION 15-04-243 **MOVED** by Councillor Paul

That the Community Services Committee meeting minutes of February 5, 2015 be received for information.

CARRIED

5. d) Public Works Committee Meeting Minutes

MOTION 15-04-244 **MOVED** by Councillor Wardley

That the Public Works Committee meeting minutes of March 3, 2015 be received for information.

CARRIED

5. e) Inter-Municipal Planning Commission Meeting Minutes

MOTION 15-04-245 **MOVED** by Councillor Braun

That the Inter-Municipal Planning Commission meeting minutes of March 26, 2015 be received for information.

CARRIED

COMMUNITY SERVICES: **8. a) None**

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

OPERATIONS: **10. a) Policy PW039 Rural Road, Access Construction and**

Surface Water Management Policy

MOTION 15-04-246 **MOVED** by Deputy Reeve Sarapuk

That Policy PW039 Rural Road, Access Construction and Surface Water Management Policy be amended as presented.

CARRIED

Reeve Neufeld recessed the meeting at 11:06 a.m. and reconvened the meeting at 11:23 a.m.

DELEGATIONS: **4. a) S/Sgt. Peter Pilgrim, High Level RCMP Detachment**

Presentation by S/Sgt. Peter Pilgrim on the crime statistics from the High Level RCMP Detachment.

DELEGATIONS: **4. b) S/Sgt. Jeff Simpson, Fort Vermilion RCMP Detachment**

Presentation by S/Sgt. Jeff Simpson on the 2014-15 priority results from the Fort Vermilion RCMP Detachment.

Reeve Neufeld recessed the meeting at 12:01 p.m. and reconvened the meeting at 12:45 p.m.

OPERATIONS: **10. b) Local Road Bridges**

MOTION 15-04-247 **MOVED** by Councillor Bateman

That administration budget in 2016, to hire a bridge consultant engineering firm to draft new road standards for the County, which allows for lower design criteria bridges and lower road classifications. This would allow the County to consider lower standard bridges and would reduce initial construction costs. This would include classifying all the roads in the County and restricting development or requiring the developer to upgrade roads where required.

CARRIED

10. c) Second Access Request – Plan 982 5932, Block 01, Plan 01

MOTION 15-04-248 **MOVED** by Councillor Wardley

That the second access request for Plan 982 5932, Block 01,

Plan 01 be TABLED to the next meeting for further information.

CARRIED

TENDERS:

6. b) Hamlet of La Crete & Fort Vermilion Road Improvements – 2015, La Crete Airport Apron Extension including pavement of 2 driveway accesses & Rocky Lane Road Rehabilitation Tenders

MOTION 15-04-249

MOVED by Councillor Braun

That the Hamlet of La Crete & Fort Vermilion Road Improvements – 2015, La Crete Airport Apron Extension, including pavement of 2 driveways accesses & Rocky Lane Road Rehabilitation tenders be opened.

CARRIED

Tenders Received:

Knelsen Sand & Gravel

Unit Price Schedule 'A' – La Crete	1,464,581.25
Unit Price Schedule 'B' – Fort Vermilion	535,540.00
Unit Price Schedule 'C' – La Crete Airport & Intersection	96,720.00
Unit Price Schedule 'D' – Rocky Lane School Road	294,445.00
Total of Tender	2,391,286.25

Ruel Bros. Contracting

Unit Price Schedule 'A' – La Crete	1,715,358.00
Unit Price Schedule 'B' – Fort Vermilion	604,539.00
Unit Price Schedule 'C' – La Crete Airport & Intersection	63,965.00
Unit Price Schedule 'D' – Rocky Lane School Road	697,704.00
Total of Tender	3,092,546.00

MOTION 15-04-250

MOVED by Councillor Braun

That the Hamlet of La Crete & Fort Vermilion Road Improvements – 2015, La Crete Airport Apron Extension, including pavement of 2 driveways accesses & Rocky Lane Road Rehabilitation tenders be awarded to the lowest qualified bidder, subject to budget amendment.

CARRIED

6. a) S750 Bobcat Skidsteer Tender

to speak in regards to the proposed Bylaw 987-15. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 987-15 at 1:18 p.m.

MOTION 15-04-253 **MOVED** by Councillor Wardley

That second reading be given to Bylaw 987-15 being the Rural Addressing bylaw as amended.

CARRIED

MOTION 15-04-254 **MOVED** by Councillor Braun

That third reading be given to Bylaw 987-15 being the Rural Addressing bylaw.

CARRIED

OPERATIONS: **10. e) Roadside Mowing Contract**

MOTION 15-04-255 **MOVED** by Councillor Knelsen

That the mowing contract for Rocky Lane/Fort Vermilion and La Crete/Hwy 88 Connector areas be awarded to Willie Wolfe, and that the High Level/Zama area mowing contract be awarded to North West Mowing, and that the Buffalo Head/Blue Hills/Tompkins mowing contract be awarded to Basic Investment Corp.

CARRIED

10. f) Roadside Spraying Contract

MOTION 15-04-256 **MOVED** by Councillor Derksen

That the 2015-2016 spraying contract be awarded to Green Zone Herbicide at the submitted bid of \$39.50/liner KM.

CARRIED

10. g) Private Sector (ADDITION)

MOTION 15-04-257 **MOVED** by Councillor Knelsen
Requires Unanimous

That the private sector discussion be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

11. a) Land Clearing (ADDITION)

Inquiry regarding tree clearing on private land along water bodies.

FINANCE:

12. a) Bylaw 989-15 – Local Improvement Curb, Gutter and Sidewalk on 99th Avenue and 102nd Street

MOTION 15-04-258

Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 989-15, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of Curb, Gutter and Sidewalk on 99th Avenue and 102nd Street in the Hamlet of La Crete.

CARRIED

12. b) Bylaw 990-15 Community Aggregate Payment Levy Bylaw

Councillor Bateman declared herself in conflict and abstained from the discussion and the vote.

MOTION 15-04-259

Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 990-15, being the Community Aggregate Payment Levy Bylaw that authorizes the imposition of a levy in respect of all sand and gravel businesses operating in the Mackenzie County as amended.

CARRIED

MOTION 15-04-260

Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 990-15, being the Community Aggregate Payment Levy Bylaw that authorizes the imposition of a levy in respect of all sand and gravel businesses operating in the Mackenzie County.

CARRIED

MOTION 15-04-261

MOVED by Deputy Reeve Sarapuk

Requires Unanimous

That consideration be given to proceed to the third reading of Bylaw 990-15, being the Community Aggregate Payment Levy Bylaw that authorizes the imposition of a levy in respect of all sand and gravel businesses operating in the Mackenzie County.

DEFEATED

MOTION 15-04-262 **MOVED** by Councillor Wardley

That all fines be waived for the March 31st reporting under the Community Aggregate Payment Levy Bylaw.

CARRIED

Councillor Bateman rejoined the meeting at 1:57 p.m.

DELEGATIONS: **4. c) Greg Newman (Restrictions at Fort Vermilion Water Treatment Plant)**

MOTION 15-04-263 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 991-15 being the Fee Schedule Bylaw with the removal of bringing pesticides to the Fort Vermilion truck fill station.

CARRIED UNANIMOUSLY

MOTION 15-04-264 **MOVED** by Councillor Jorgensen

That the County endeavor to have an agricultural water fill station on the east side of the Fort Vermilion truck fill station.

CARRIED

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

MOTION 15-04-265 **MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Agriculture requesting reinstatement of the Agricultural Opportunity Fund to the 2014 levels.

CARRIED

Reeve Neufeld recessed the meeting at 2:29 p.m. and reconvened the meeting at 2:43 p.m.

MOTION 15-04-266
Requires Unanimous

MOVED by Councillor Paul

That a letter be sent to the Alberta Financial Service Corporation (AFSC) urging them to maintain two offices in the Mackenzie region.

CARRIED UNANIMOUSLY

MOTION 15-04-267

MOVED by Councillor Driedger

That Mackenzie County absorb the water and sewer costs for the Mackenzie Applied Research Association.

MOTION 15-04-268

MOVED by Councillor Bateman

That the vote on motion 15-04-267 be TABLED for further information.

CARRIED

Deputy Reeve Sarapuk stepped out of the meeting at 2:53 p.m.

MOTION 15-04-269

MOVED by Councillor Wardley

That administration look into the status of non-profit organizations participating in the County's utility program.

CARRIED

FINANCE:

12. c) Policy RESV018 Water Reserve Policy

Deputy Reeve Sarapuk rejoined the meeting at 2:55 p.m.

MOTION 15-04-270

MOVED by Councillor Braun

That Policy RESV018 Water Reserve Policy be amended as presented.

CARRIED

FINANCE:

12. d) 2015 Budget

MOTION 15-04-271

MOVED by Councillor Driedger

That Council move in-camera at 3:00 p.m. to discuss an item under negotiation.

CARRIED

MOTION 15-04-272 **MOVED** by Councillor Braun

That Council move out of camera at 3:08 p.m.

CARRIED

MOTION 15-04-273 **MOVED** by Councillor Wardley

That \$100,000 be added to the 2015 budget for the La Crete Library building renovations with funding coming from the Grants to Other Organizations.

CARRIED

Reeve Neufeld recessed the meeting at 3:58 p.m. and reconvened the meeting at 4:09 p.m.

MOTION 15-04-274 **MOVED** by Councillor Braun
Requires 2/3

That the 2015 operating and capital budget be approved as presented.

MOTION 15-04-275 **MOVED** by Councillor Wardley

That Motion 15-04 274 be TABLED to following the discussion on minimum farmland tax and gravel haul road negotiations.

CARRIED

MOTION 15-04-276 **MOVED** by Councillor Jorgensen
Requires 2/3

That the minimum farmland tax be removed.

DEFEATED

MOTION 15-04-277 **MOVED** by Councillor Derksen
Requires 2/3

That the road reserve be used for the negotiations regarding the proposed gravel haul road.

DEFEATED

MOTION 15-04-278

Requires 2/3

MOVED by Councillor Jorgensen

That the minimum farmland tax be reduced to \$10.

Councillor Jorgensen requested a recorded vote.

In Favor

Councillor Jorgensen
Deputy Reeve Sarapuk
Councillor Paul

Opposed

Councillor Derksen
Councillor Wardley
Councillor Driedger
Reeve Neufeld
Councillor Knelsen
Councillor Bateman
Councillor Braun

DEFEATED

MOTION 15-04-274

Requires 2/3

MOVED by Councillor Braun

That the 2015 operating and capital budget be approved as presented.

CARRIED

Councillor Braun left the meeting at 4:32 p.m.

FINANCE:

12. e) Tax Collections (ADDITION)

Discussion regarding potential bankruptcies of oil and gas companies and collection of taxes.

Councillor Knelsen, Councillor Jorgensen, and Councillor Driedger stepped out of the meeting at 4:36 p.m.

ADMINISTRATION:

13. a) La Crete Long Term Care – Operation Mini-Horse Proposal

MOTION 15-04-279

MOVED by Councillor Derksen

That a letter be sent to the La Crete Long Term Care regarding their Operation Mini-Horse Proposal supporting their initiative subject to all applicable health and land use regulations being followed.

CARRIED

Councillor Knelsen, Councillor Jorgensen, and Councillor Driedger rejoined the meeting at 4:40 p.m.

13. c) Flood Resiliency Mitigation

MOTION 15-04-280 **MOVED** by Councillor Jorgensen

That administration research options for flood resiliency mitigation in Fort Vermilion.

CARRIED

13. b) Alberta Rural Development Network

MOTION 15-04-281 **MOVED** by Councillor Jorgensen

That the Alberta Rural Development Network update be received for information.

CARRIED

13. d) Senior's Lodge

MOTION 15-04-282 **MOVED** by Councillor Jorgensen

That the seniors lodge update be received for information.

CARRIED

13. e) Fire Department Training Facility Grand Opening - May 6, 2015 (ADDITION)

The grand opening of the fire department regional training facility is being held on May 6, 2015 in High Level.

13. f) Book - Regulation of the Peace River, A Case Study for River Management (ADDITION)

MOTION 15-04-283 **MOVED** by Councillor Driedger

That the request to purchase the Regulation of the Peace River, A Case Study for River Management book be received for information.

Councillor Jorgensen requested a recorded vote.

In Favor

Councillor Paul
Councillor Wardley
Councillor Driedger
Reeve Neufeld
Deputy Reeve Sarapuk
Councillor Knelsen
Councillor Bateman

Opposed

Councillor Jorgensen
Councillor Derksen

CARRIED

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 15-04-284

MOVED by Deputy Reeve Sarapuk

That the information/correspondence items be received for information.

CARRIED

**IN-CAMERA
SESSION:**

15. In-Camera Session

MOTION 15-04-285

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 5:13 p.m.

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

CARRIED

MOTION 15-04-286

MOVED by Councillor Driedger

That Council move out of camera at 5:18 p.m.

CARRIED

15. a) Legal – Inter-Municipal Relations

MOTION 15-04-287

MOVED by Councillor Knelsen

That the inter-municipal relations update be received for information.

CARRIED

**15. a) Legal – Highway 88 Connector Road Damage
(ADDITION)**

MOTION 15-04-288
Requires Unanimous

MOVED by Councillor Paul

That administration proceed with the Highway 88 Connector road damage repair as discussed.

CARRIED UNANIMOUSLY

**NEXT MEETING
DATES:**

17. a) Committee of the Whole Meeting
Wednesday, April 29, 2015
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
Wednesday, April 29, 2015
1:00 p.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

18. a) Adjournment

MOTION 15-04-289

MOVED by Councillor Driedger

That the council meeting be adjourned at 5:18 p.m.

CARRIED

These minutes will be presented to Council for approval on April 29, 2015.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The adopted minutes of the March 26, 2015 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Municipal Planning Commission meeting minutes of March 26, 2015 be received for information.

Author: B. Peters Reviewed by: _____ CAO: JW

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, March 26, 2015 @ 10:00 a.m.

<u>PRESENT:</u>	John W Driedger	Chair, Councilor, MPC Member
	Jack Eccles	Vice Chair, MPC Member
	Erick Carter	MPC Member
	Beth Kappelar	MPC Member via Teleconference
	Jacque Bateman	Councilor, MPC Member
<u>ADMINISTRATION:</u>	Liane Lambert	Planner
	Caitlin Smith	Development Officer
	Margaret Fehr	Administrative Assistant, Recording Secretary

MEMBERS OF THE PUBLIC: Allen Derksen

MOTION 1. **CALL TO ORDER**

John W Driedger called the meeting to order at 10:00 a.m.

2. **ADOPTION OF AGENDA**

MPC-15-03-036 **MOVED** by Jacque Bateman

That the agenda be adopted with the following addition:

6. a) Bylaw 97X-15

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-15-03-037 **MOVED** by Beth Kappelar

That the minutes of the March 12, 2015 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

4. DEVELOPMENT

**a) Development Permit Application 053-DP-15
Jake Doerksen; Dwelling-Duplex in Hamlet
Residential 1 “HR1” (Fort Vermilion)
Plan 4357MC, Block 4, Lot 5**

MPC-15-03-038 **MOVED** by Jacquie Bateman

That Development Permit 053-DP-15 on Plan 4357MC, Block 04, Lot 05 in the name of Jake Doerksen be APPROVED with the following conditions:

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

1. **The front of the Dwelling – Duplex shall be a minimum of:**
 - a. **7.6 meters (25 feet) from the front (45th Street) property line;**
 - b. **1.5 meters (5 feet) (North & south) side yards;**
 - c. **1.5 meters (5 feet) rear (East) yard from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks. All setbacks are to be measured from your property lines.**
2. The Dwelling – Duplex shall meet all Alberta Safety Code requirements for Dwelling – Duplex buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
3. The architecture, construction materials and appearance of the Dwelling – Duplex shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. The Dwelling – Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner, **each unit must be serviced individually.**
5. The Municipality has assigned an address to each unit on the Dwelling – Row as follows from **East to West:**
 - 5203-45th Street, Unit 1
 - 5203-45th Street, Unit 2

6. You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. **Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. “One parking space, including the driveway area, shall occupy 300 square feet.”**
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

- a) **Subdivision Application 05-SUB-15
Plan 3969TR, Block 4, Lot 2 (La Crete)
890076 AB Ltd. Terry & Betty Peters**

MPC-15-03-039 **MOVED** by Beth Kappelar

That Subdivision Application 05-SUB-15 in the name of Terry & Betty Peters on Plan 3969TR, Block 4, Lot 2 be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 0.210 acres (0.934 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 separate municipal servicing (water and sanitary sewer) connections to the proposed lot, all costs shall be at the developer's expense.
 - 1. Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - 2. Provision of all water lines, including all fittings and valves as required by the County,
- c) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
 - (2) Erosion prevention systems, if required,
 - (3) Direction of site drainage, and
 - (4) Elevation plans for each lot
- d) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
 - e) Provision of street lighting with underground wiring, design and location as required by the County,
 - f) Engineered signage package,
 - g) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
 - h) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs

incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,

- i) The developer is responsible for landscaping to design elevation and seeding with grass or other approved landscaping,
- j) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- k) Any outstanding property taxes shall be paid in full prior to registration of title,
- l) Provision of off-site levies as required by the County as follows:
 - i) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - c) new or expanded storm sewage drainage facilities;
 - d) new or expanded facilities for the storage, transfer, or disposal of waste;
 - e) land required for or in connection with any facilities described in clauses (a) to (d); and
 - f) ongoing maintenance of the facilities described in clauses (a) to (d).The levy is calculated at \$1,000.00 per lot. one (1) lot at \$1,000 equals **\$1,000.00**,

Total Levies = \$1.000.00

- m) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in

accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

- b) **Subdivision Application 07-SUB-15
P/O SE 27-104-15-W5M (Buffalo Head Prairie)
Ernest Wiebe**

MPC-15-03-040 **MOVED** by Jack Eccles

That Subdivision Application 07-SUB-15 in the name of Ernest Wiebe on part of SE 27-104-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, __ acres (4.__ hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) Enter into a Road Acquisition agreement for the easterly and southerly 5.18 meters of the SE 27-104-15-W5M that is required for future road widening.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - i. The existing sewage pumpout shall be relocated to meet the Alberta Private Sewage System Standards of Practice setback regulation. (Location as shown on the Tentative Plan drafted by Altus Geomatics job # C004415)
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject

land and on the current market value. The current market value for this property is \$4,000.00 per acre. Municipal reserve is charged at 10%, which is \$400.00 per subdivided acre. **10.55 acres times \$400.00 equals \$4,220.00.**

- g) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act Section 667 (1) (a)*.**
- h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- 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.
- k) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- c) Subdivision Application 08-SUB-15
P/O NW 8-110-17-W5M (High Level Rural)
Paul Driedger**

MPC-15-03-041 **MOVED** by Beth Kappelar

That Subdivision Application 08-SUB-15 in the name of Paul Driedger on Part of NW 8-110-17-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 10 acres (4.04 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - l. The existing sewage pumpout shall be relocated to meet the Alberta Private Sewage System Standards of Practice setback regulation. (Location as shown on the Tentative Plan drafted by Altus Geomatics job # C004415)
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$4,200.00 per acre. Municipal reserve is charged at 10%, which is \$420.00 per subdivided acre. **10 acres times \$420.00 equals \$4,200.00.**
 - f) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
 - g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
 - i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

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

CARRIED

6. MISCELLANEOUS ITEMS

- a) **Bylaw 97X-15
Land Use Bylaw Amendment to Rezone SE 08-106-15-W5M from Urban Reserve “UR” to Hamlet County Residential District “HCR”(La Crete)**

MPC-15-03-042 MOVED by Beth Kappelar

That the Municipal Planning Commission’s recommendation to Council is for the refusal of Bylaw 97x-15 15 being the rezoning of Part of SE 08-106-15-W5M and Plan 102 2263, Block 1, Lot 3 from Urban Reserve “UR” to Hamlet Country Residential District “HCR” for the purpose of a multi-lot subdivision.

Fred Wiebe joined the meeting at 10:18 a.m.

CARRIED

Fred Wiebe and Allen Derksen left the meeting at 10:27 a.m.

- b) **Action List**

For information.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ April 9, 2015 at 10:00 a.m. in La Crete
- ❖ April 23, 2015 at 10:00 a.m. in Fort Vermilion
- ❖ May 7, 2015 at 10:00 a.m. in La Crete
- ❖ May 21, 2015 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

MPC-15-03-043 **MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:28 a.m.

CARRIED

These minutes were adopted this day of April 9, 2015.

John W Driedger, Chair

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	Inter-Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The adopted minutes of the March 26 and April 15, 2015 Inter-Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Inter-Municipal Planning Commission meeting minutes of March 26 and April 15, 2015 be received for information.

Author: B. Peters Reviewed by: _____ CAO: JW

**INTER-MUNICIPAL PLANNING COMMISSION
MEETING**

**Thursday, March 26, 2015
7:00 p.m.
Meeting Room Town of High Level Office
High Level, AB**

PRESENT:

**Town of High Level
Members**
Chris MacLeod Councilor
Scott Chandler Councilor

**Mackenzie County
Members**
Jacquie Bateman Councilor
John W. Driedger Councilor
Beth Kappelar Member at Large (Tele-conference)

ADMINISTRATION:

**Town of High Level
Staff**
Ashley Bulmer Director of IT Services

**Mackenzie County
Staff**
Ron Pelensky Director of Operations North
Liane Lambert Planner

ABSENT:

Clint Hilhorst Member at Large
Byron Peters Director of Planning

Minutes for the Inter-Municipal Planning Commission Meeting held on March 26, 2015 at the Town of High Level Meeting Room in High Level, Alberta.

CALL TO ORDER: 1.a) Call to Order

Chris Macleod called the meeting to order at 7:02 p.m.

AGENDA: 2.a) Adoption of Agenda

IMPC 15-03-001 MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

**3.a) Minutes of the November 27, 2014 Inter-Municipal
Planning Commission meeting**

IMPC 15-03-002

MOVED by Scott Chandler

That the minutes of the November 27, 2014 Inter-Municipal Planning Commission meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF MINUTES:**

4.a) None

DELEGATIONS:

5.a) None

BUSINESS:

**6.a) Subdivision Application 09-SUB-15
Paul Driedger
SW 8-109-19-W5M**

IMPC 15-03-003

MOVED by Beth Kappelar

That Subdivision Application 09-SUB-15 in the name of Paul Driedger on SW 8-109-19-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 2 - 10 acres (4.04 hectares) parcels in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to both of the subdivisions and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - d) **Provision of a storm water management plan.**

Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.

- e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$4,500.00 per acre. Municipal reserve is charged at 10%, which is \$450.00 per subdivided acre. **10 acres times \$450.00 equals \$4,500.00.**
- f) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

b) Water Connection Request South

IMPC 15-03-005

MOVED by Scott Chandler

That the water request for Darcy Lauridsen on NW 28-109-19-W5M be TABLED until to the next IMPC meeting for further information.

CARRIED

IMPC 15-03-004

7.a) Establish Inter-Municipal Planning Commission Meeting Dates

NEXT MEETING DATES:

MOVED by John W. Driedger

That the next meeting be regularly scheduled for the fourth Thursday of the month.

CARRIED

IMPC 14-11-008

Next Inter-Municipal Planning Commission meeting date is scheduled as follows:

❖ April 15, 2015 at 7:00 p.m. in High Level

8.a) Adjournment

ADJOURNMENT:

MOVED by John W. Driedger

That the Inter-Municipal Planning Commission meeting be adjourned at 7:15 p.m.

CARRIED

These minutes will be presented for approval on _____, 2015.

Chair

**INTER-MUNICIPAL PLANNING COMMISSION
MEETING**

Wednesday, April 15, 2015

7:00 p.m.

**Meeting Room Town of High Level Office
High Level, AB**

PRESENT:

**Town of High Level
Members**

Chris MacLeod Councilor
Scott Chandler Councilor

**Mackenzie County
Members**

Jacque Bateman Councilor
John W. Driedger Councilor
Beth Kappelar Member at Large

**ADMINISTRATION: Town of High Level
Staff**

Ashley Bulmer Director of IT Services

**Mackenzie County
Staff**

Byron Peters Director of Planning

ABSENT:

Clint Hilhorst Member at Large
Liane Lambert Planner

Minutes for the Inter-Municipal Planning Commission Meeting held on April 15, 2015 at the Town of High Level Meeting Room in High Level, Alberta.

CALL TO ORDER: 1.a) Call to Order

Chris Macleod called the meeting to order at 7:12 p.m.

AGENDA: 2.a) Adoption of Agenda

IMPC 15-04-001 MOVED by John W. Driedger

That the agenda be adopted as amended.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

**3.a) Minutes of the March 26, 2015 Inter-Municipal Planning
Commission meeting**

IMPC 15-04-002

MOVED by Jacquie Bateman

That the minutes of the November 27, 2014 Inter-Municipal Planning Commission meeting be adopted as amended.

CARRIED

**BUSINESS ARISING
OUT OF MINUTES:**

4.a) None

DELEGATIONS:

5.a) None

BUSINESS:

**6.a) Water Connection Ainsworth Line
Part of NW 28-109-19-W5M**

IMPC 15-04-003

MOVED by Beth Kappelar

Option 1

That the water service connection application for Darcy Lauridsen on Part of NW 28-109-19-W5M be approved for hook-up to the Ainsworth Waterline on a trickle system installed with a water meter and pressure valve connected on the south side of the meter pit within Mackenzie County.

CARRIED

b) Review of the IMPC Agreement

IMPC 15-04-004

MOVED by Jacquie Batemen

That administration review the IMPC Agreement regarding the inclusion of the High Level South Waterline.

CARRIED

**7.a) Establish Inter-Municipal Planning Commission Meeting
Dates**

NEXT MEETING DATES: **MOVED** by John W. Driedger

That the next meeting be regularly scheduled for the fourth Thursday of the month.

CARRIED

IMPC 15-04-05

Next Inter-Municipal Planning Commission meeting date is scheduled as follows:

❖ May 21, 2015 at 7:00 p.m. in High Level

8.a) Adjournment

ADJOURNMENT: **MOVED** by Jacquie Batemen

IMPC 15-04-06

That the Inter-Municipal Planning Commission meeting be adjourned at 7:37 p.m.

CARRIED

These minutes will be presented for approval on _____, 2015.

Chair

District 2 "HR2" to accommodate Condominium Development as AMENDED with the exclusion of a buffer area behind the current homes.

Bylaw 988-15 was present to the Municipal Planning Commission at their March 12, 2015 meeting and made the following motion:

MPC-15-02-030 **MOVED** by Jacquie Bateman

That the Municipal Planning Commission's recommendation to Council is for the refusal of Bylaw 9xx-15 being the Rezoning of Part of NW 9-106-15-W5M from Hamlet Residential 1B "HR1B" to Hamlet Residential 2 "HR2" for the purpose of a multi-lot subdivision.

OPTIONS & BENEFITS:

The Planning and Development Department is not in support of this rezoning request to allow multi-family dwelling i.e condo's in this area. Due to the fact that the area directly backs onto an existing Mobile Home Subdivision and there is no road in which to separate the two zonings, thus there would be no buffer. The current zoning Hamlet Residential 1B allows for Single Family Dwellings as well as duplex dwellings, which would be a suitable transition to larger multi-family dwellings.

Proper planning order follows a general rule of low density dwellings to medium density, high density then into Commercial. It then follows the same steps back down, Commercial, High Density, Medium density finally back into low density.

OPTIONS

Option 1

That second reading be refused for Bylaw 988-15 being a Land Use Bylaw Amendment to rezone Part of NW 9-106-15-W5M from Hamlet Residential 1B "HR1B" to Hamlet Residential 2 "HR2" for the purpose of a multi-lot subdivision.

Option 2

That second reading be given for Bylaw 988-15 being a Land Use Bylaw Amendment to rezone Part of NW 9-106-15-W5M from Hamlet Residential 1B "HR1B" to Hamlet Residential 2 "HR2" for the purpose of a multi-lot subdivision, subject to a public hearing input.

That third reading be given for Bylaw 988-15 being a Land Use Bylaw Amendment to rezone Part of NW 9-106-15-W5M from Hamlet Residential 1B "HR1B" to Hamlet Residential 2 "HR2" for the purpose of a multi-lot subdivision.

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

BYLAW NO. 988-15
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 a multi-lot development.

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

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

Part of NW 9-106-15-W5M

within Mackenzie County, be rezoned from Hamlet Residential 1B “HR1B” to Hamlet Residential 2 “HR2” as outlined in Schedule “A” hereto attached.

READ a first time this ___ day of _____, 2015.

READ a second time this ___ day of _____, 2015.

READ a third time and finally passed this ___ day of _____, 2015.

Bill Neufeld
Reeve

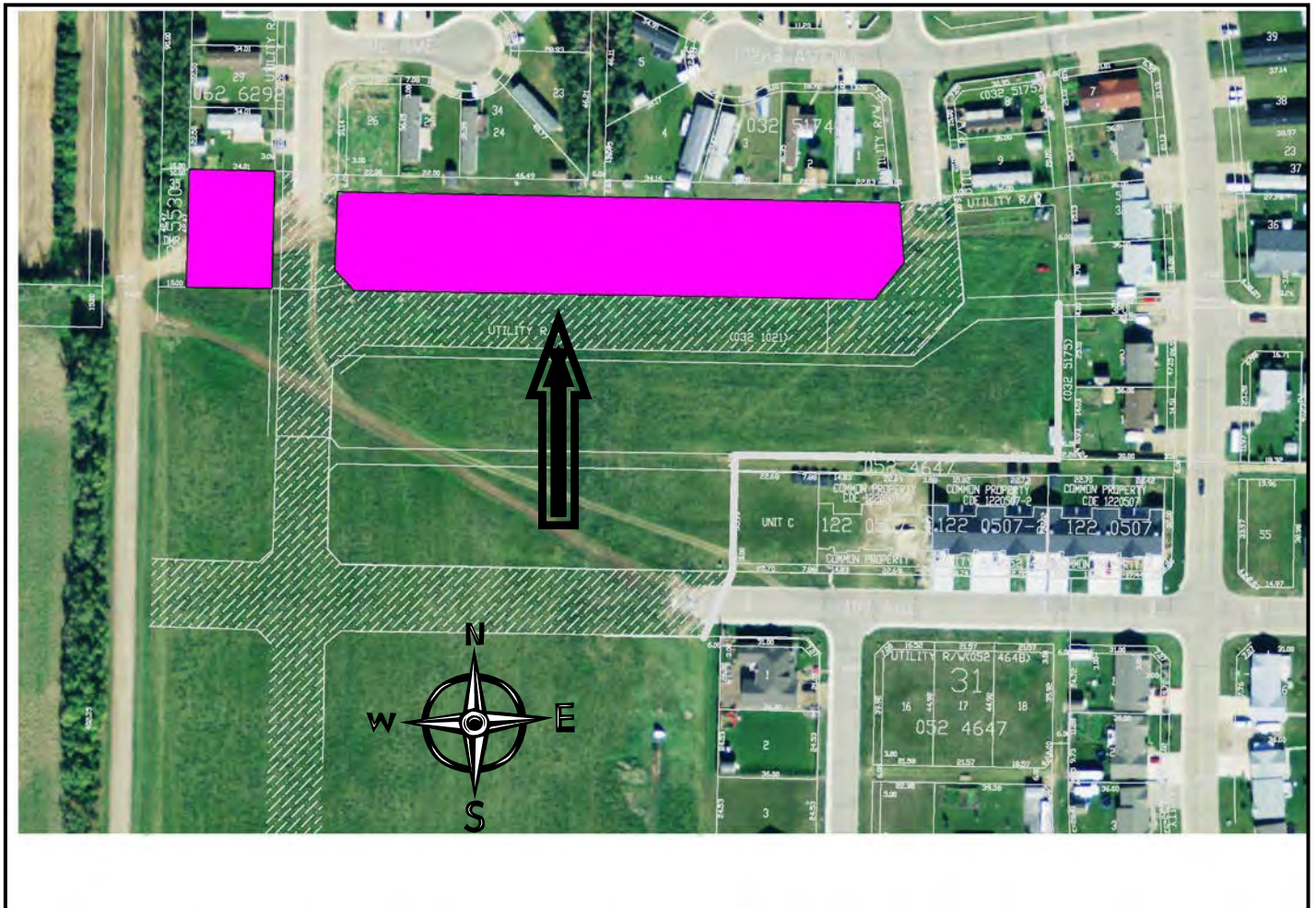
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 97x-15

SCHEDULE "A"

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

Part of NW 9-106-15-W5M within the Hamlet of La Crete, be rezoned from Hamlet Residential 1B "HR1B" to Hamlet Residential 2 "HR2" as outlined in Schedule "A" hereto attached



FROM: Hamlet Residential 1B "HR1B"

TO: Hamlet Residential 2 "HR2"

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 988-15

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.*

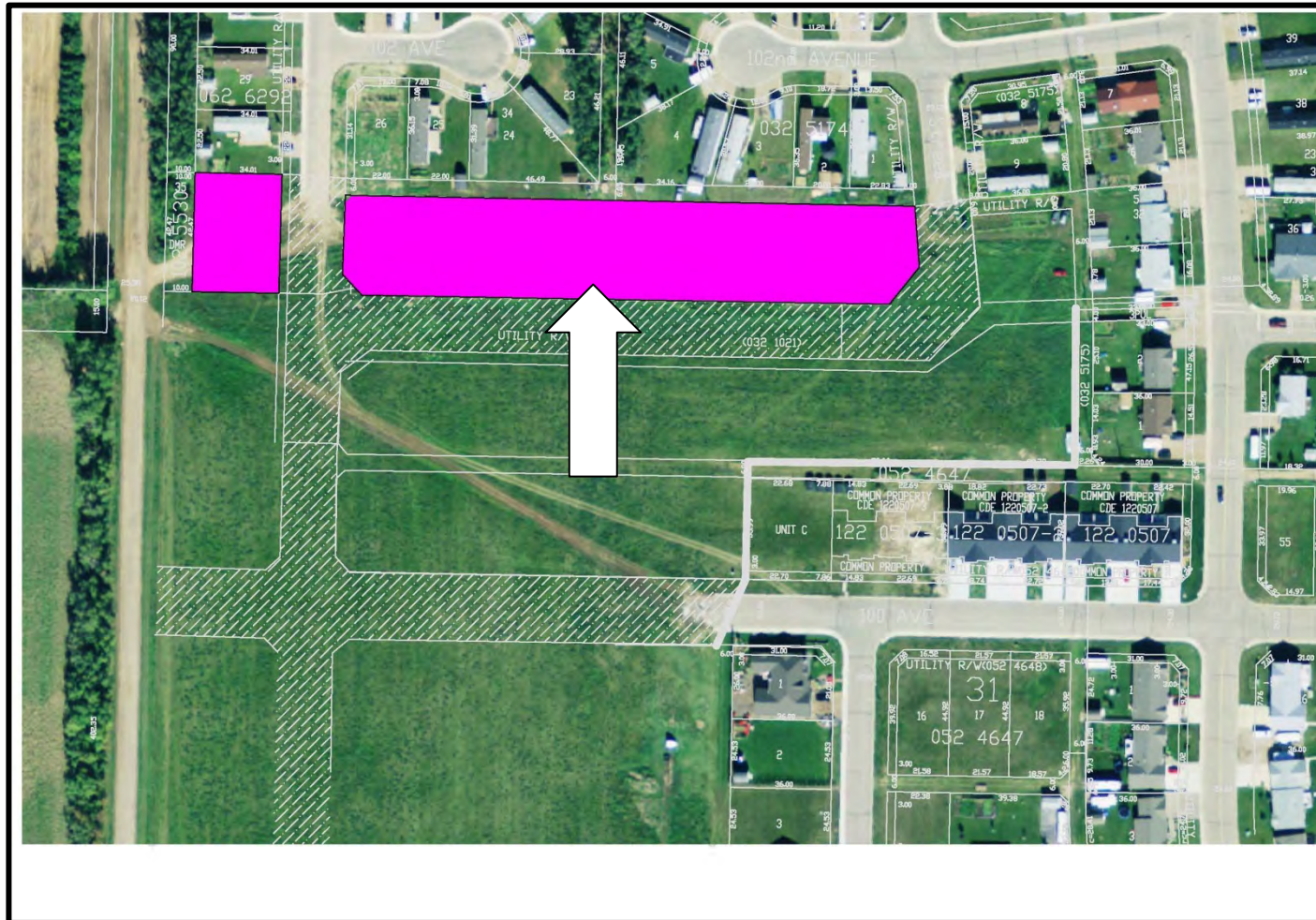
_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW AMENDMENT APPLICATION



File No. Bylaw 97x-15

NOT TO SCALE

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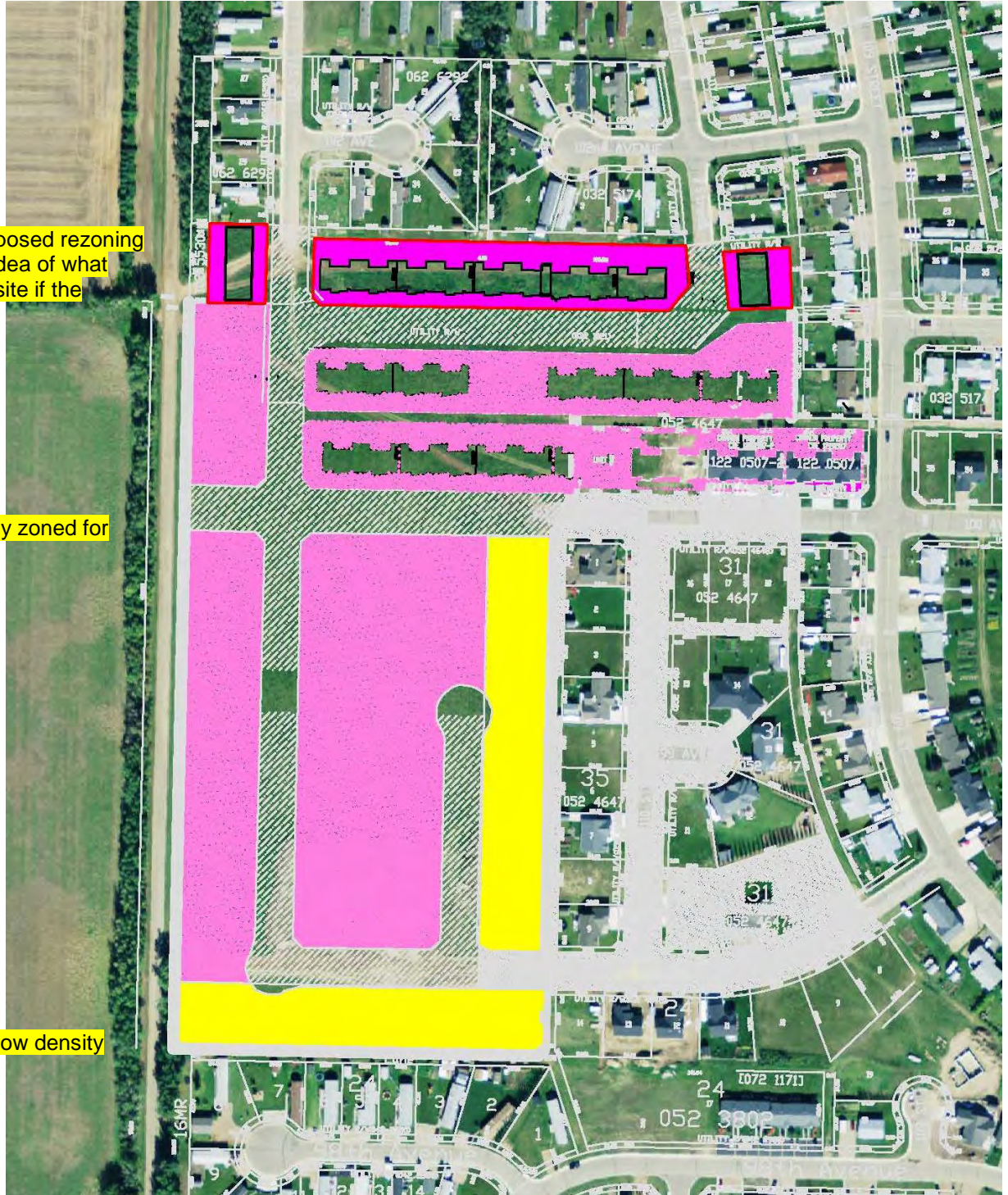
Mackenzie County

BYLAW AMENDMENT APPLICATION

Dark pink area is the proposed rezoning Request with a concept idea of what could be constructed on site if the rezoning is approved.

Light pink area is currently zoned for High Density Dwelling

Yellow area is zoned for low density Single Family Dwelling



File No. Bylaw 988-15

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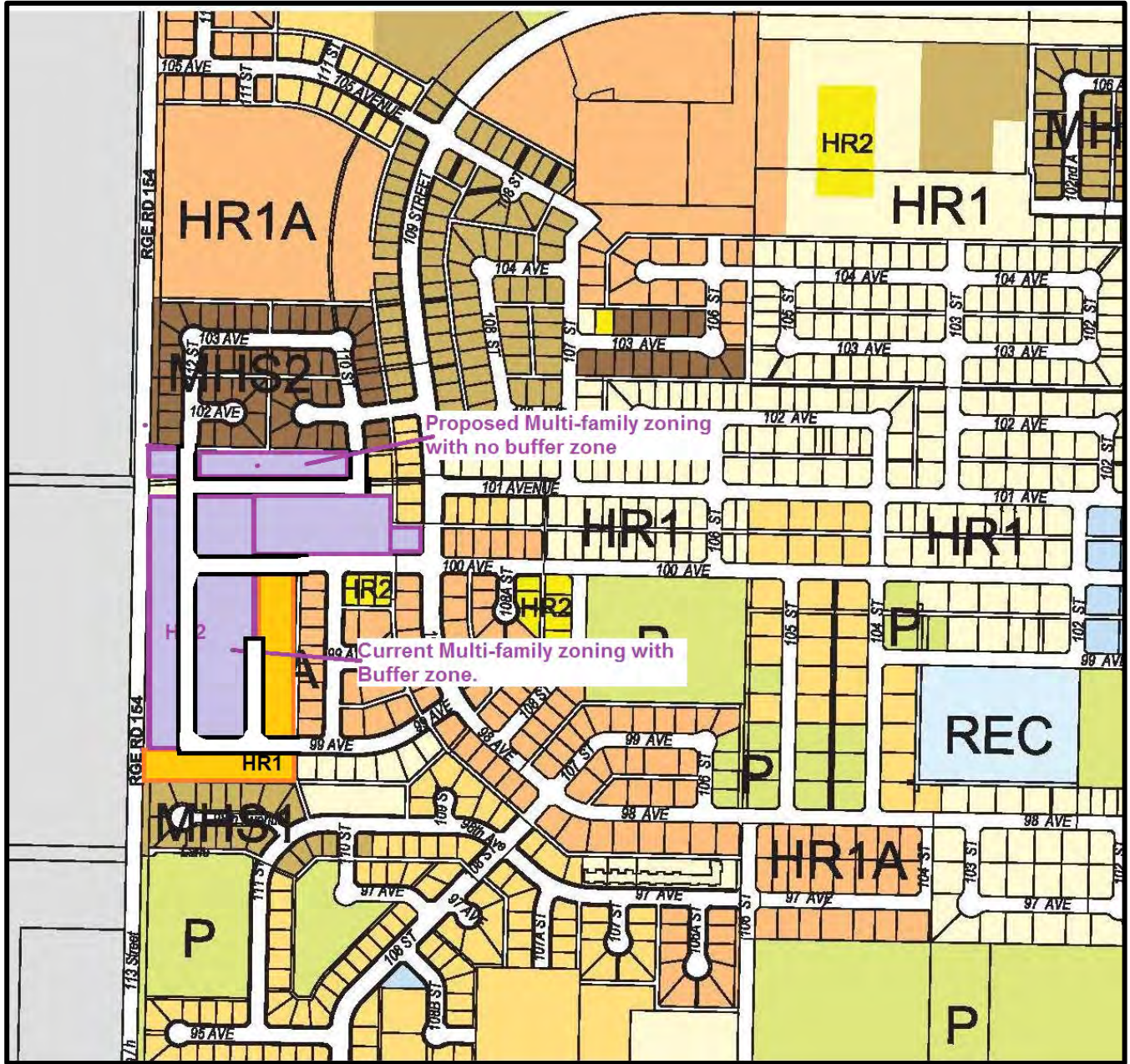
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Mackenzie County

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BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 9xx-15

Disclaimer

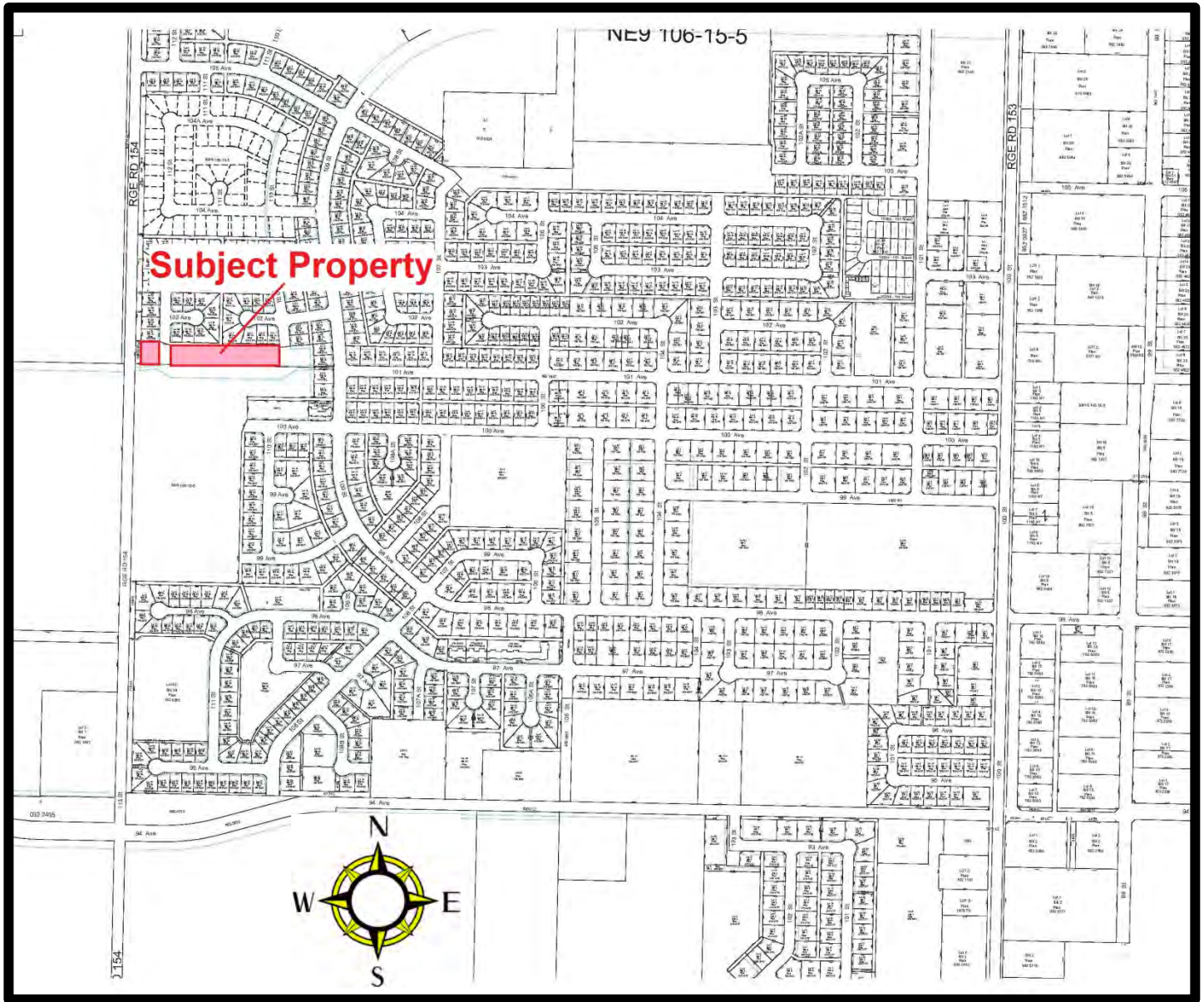
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Mackenzie County

BYLAW AMENDMENT APPLICATION



File No. Bylaw 9xx-15

NOT TO SCALE

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Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Rural Water Line Connection Fees

BACKGROUND / PROPOSAL:

Council established the following fees for connecting to the rural water line:

Fee for rural water tie-in directly to the trunk line PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$8,000.00
Fee for rural water tie-in to a lateral extension PLUS the actual costs of service installation to property line, a metering chamber and a meter	Cost recovery as determined for the specific areas and per Policy UT006 Water Servicing
Fee for rural water multi-lot subdivision PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$2,800.00/lot

Council also established Policy UT006 Water Services that describes the County’s approaches to rural potable water provision.

OPTIONS & BENEFITS:

A suggestion was made to revisit the established fees and discuss ways of making the connections to the County’s rural water line more attractive.

COSTS & SOURCE OF FUNDING:

The County’s current connection fee is based on approximate 2/3 subsidy of costs through the general municipal tax or other municipal self-generating revenues.

Author: _____ Reviewed by: _____ CAO: JW

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

If changes are made, these will be communicated to the ratepayers in due course.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Grant Smith, Agricultural Fieldman
Title:	PW039 Policy Amendment

BACKGROUND / PROPOSAL:

Council established Policy PW039 Rural Road, Access Construction and Surface Water Management Policy.

OPTIONS & BENEFITS:

The Policy and the Construction of an Agricultural Surface Water Management Channel Application do not address the potential impacts on downstream landowners. Therefore, the ASB passed the following motion to address this concern:

“That the ASB recommend to Council that signatures from adjacent and affected landowners must be added to the drainage application.”

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Author: Colleen Nate Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW039 Construction of an Agricultural Surface Water Management Channel Application be amended as presented.

Author: Colleen Nate **Reviewed by:** _____ **CAO:** JW

Mackenzie County

Title	Rural Road, Access Construction and Surface Water Management Policy	Policy No.	PW039
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Legislation Reference	Municipal Government Act, Sections 18 and 60. Public Highways Development Act, Sections 39, 41 and 43.
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Purpose

To provide a safe, efficient and effective road network and surface water management recognizing both present and future needs of property owners and providing a rational and consistent basis for the construction of roads, construction of access to private property and the development of agricultural surface water management projects that impact or may impact public road right-of-ways administered by the County; to work with ratepayers and other level of government to find solutions to road, access and agricultural surface water concerns on all lands within the County; and to respond to road, access and agricultural surface water concerns in a timely manner.

DEFINITIONS

Applicant – person(s) and/or corporation(s) submitting an application or applying for permission to construct a road, surface water channel or access that may impact a developed or undeveloped road allowance.

Road Allowance – any public road right-of-way under the jurisdiction of Mackenzie County but does not include any public road right-of-ways under the jurisdiction of the Province of Alberta.

Access – is an approach or driveway abutting any existing Municipal or Provincially controlled road.

First Access – is the first access to a rural quarter section or river lot within Mackenzie County, of which the County will maintain in the event of damage caused due to excessive runoff or flooding. The first access is the only access to receive upgrades in the event of municipal road projects.

Temporary Access – an access constructed for a short period of time (6 months or less) that will be removed at the end of its use.

Surface Water Management Basin – Mackenzie County has established the surface water management basins within its boundaries, which are shown on the plan contained in Schedule A.

Surface Water Management Basin Committee – Mackenzie County will form committees representing each surface water management basin which shall consist of:

- the County Councillor or Councillors representing the surface water management basin;
- three persons owning property within the surface water management basin; and,
- County staff deemed necessary for the timely and effective processing of surface water applications.

Permanent Agricultural Surface Water Channel – a surface water channel that crosses a road allowance, discharges into a ditch along a developed road allowance or is constructed within any undeveloped road allowance and is intended to be permanent.

Temporary Agricultural Surface Water Channel – a surface water channel that crosses a road allowance, discharges into a ditch along a developed road allowance or is constructed within any undeveloped road allowance but is temporary, with a maximum depth of two (2) feet, and used to drain low areas of private property on a seasonal basis (October of each year to April of the following year).

Non-conforming Roads – roads constructed on road allowances that do not meet either past or current County's standards and specifications or have been constructed without approval of the County.

Incomplete and Sub-standard Road – less than ½ mile and is located between two sequent quarter property lines.

Preexisting Road – a road standard on the incomplete and sub-standard road as defined in this Policy.

Preexisting Farm Access Roads – a road that has been constructed in the past and does not meet current County specifications; which is solely used for agricultural purposes. This type of road will receive minimum maintenance and is deemed a low priority.

Sub-standard – a road built by either Alberta Transportation or the County to specifications below the Mackenzie County's current rural road standards as defined in this Policy.

Residence – a residence in accordance with the Municipal Land Use Bylaw and subject to all approved permits.

ESRD – the Province of Alberta Environment and Sustainable Resource Development.

Penalties – fines or other penalties that shall be imposed by Mackenzie County, as established in the Fee Schedule Bylaw, for the construction of roads, accesses or agricultural surface water management channels that use or may impact road allowances which do not have the approval of Mackenzie County.

Major Agricultural Surface Water Management Channel – channels which provide surface water management to a minimum of 10,000 acres and shall require the consent of majority of benefiting landowners.

ROAD CONSTRUCTION

Policy Statement

Mackenzie County understands the need to provide access to agricultural lands and other non-accessible property within its boundaries and will allow property owners to construct roads on road allowances when approved by the County. All roads shall be constructed to a minimum Local Road standard (shown in Schedule E) and all work shall be performed in accordance with all applicable County standards and specifications and those imposed by other levels of government.

Guidelines

1. Mackenzie County has prepared a plan showing the future local road network necessary to provide access to agricultural lands, which plan is contained in Schedule D.
2. Applications shall be submitted in the form included in Schedule F and shall include a plan showing:
 - approximate location of legal property boundaries;
 - the length of road to be constructed;
 - identification of proposed surface water management structures (i.e. culverts);
 - the location of property accesses.
3. Applications for the construction of roads in road allowances will be accepted by Mackenzie County any time throughout the year, which applications will be reviewed on a first come, first serve basis and the Applicant shall be provided with an initial response within 30 days of receiving the application.
4. New road construction commencing after October 15, will not be approved. Road construction is encouraged to occur between May 15 and October 15. Any road construction conducted outside of these dates will not be inspected for final acceptance until the following July.
5. The Applicant shall be required to enter into a Road Allowance Use Agreement (form contained in Schedule C appended hereto) with Mackenzie County.
6. ESRD has jurisdiction over the clearing of merchantable timber within road allowances and the Applicant shall notify ESRD and seek their approval to proceed with the proposed clearing.

7. Mackenzie County staff will inspect the project on a periodic basis to ensure that construction is being performed in accordance with the County's standards and specifications. As per the procedure outlined in the road construction application (Schedule F).
8. Upon final inspection and approval by the County, if the road meets all standards and specifications, the County shall assume the responsibility for the operation and maintenance of the subject road.
9. If an incomplete and sub-standard road needs to be extended to a nearest quarter line and beyond by 50 meters or less in order to create an adequate access to the adjacent quarter, an applicant may be authorized to construct the new road to a preexisting and sub-standard road standard. If the road requirement is due to a new subdivision proposal, the Operational Department shall provide their written comments to the Planning & Development department regarding an acceptable road standard within an applicable timeline and prior to a subdivision approval being granted.
10. For Non-conforming Roads Mackenzie County may enter into a Road Allowance Use Agreement with a landowner. The County shall not maintain any non-conforming roads and the applicant shall be aware that no development permit will be issued until the road is upgraded to the standards and specifications acceptable to Mackenzie County. The cost of upgrading the road to standards and specifications acceptable to Mackenzie County shall be the sole responsibility of the landowner.
11. It shall be the Applicant's sole responsibility to negotiate cost sharing arrangements with other benefiting landowners and the County shall not provide assistance with respect to this matter.

Mackenzie County Endeavour to Assist for Local Road Construction

Although all costs relating to application for construction of local roads within road allowances shall be borne by the Applicants, Mackenzie County, at its sole discretion, may provide assistance in the form of:

1. provision of survey to delineate the property boundaries;
2. the review of surface water;
3. the supply of surfacing gravel;
4. the supply of culvert materials; and,

- the installation of culverts that exceed 600 mm in diameter or where the twinning of any size culvert is required.

ACCESS CONSTRUCTION (APPROACH/DRIVEWAY)

Policy Statement

Mackenzie County shall adopt standards to provide safe, legal and defined accesses from any County road while maintaining and not disrupting current surface water management patterns.

Guidelines

- Applications for the construction, reconstruction or alteration of any access shall be submitted in the form contained in Schedule G and will be accepted by Mackenzie County any time throughout the year. The submitted applications will be reviewed and the applicant shall be provided with an initial response within 30 days of receiving the application.
- The Applicant shall be solely responsible for all costs associated with the construction and maintenance of the access other than culvert replacement as stated in item #11.
- Unless otherwise approved by Mackenzie County all accesses shall meet the following standards and be constructed in accordance with Mackenzie County specifications.

Access Type	Minimum Setback from Intersection	Minimum/Max Finished Top Width	Turning Radius on Shoulders	Culvert Length	Culvert Diameter	Culvert Slope	Access Side Slope	Gravel
Rural	50 meters (165 ft)	Min - 8 meters Max - 16 meters	15 meters	standard 13 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Urban Residential (rural standard)	6.1 meters (20 ft)	Min - 6 meters Max - 12 meters	5 meters	standard 12 m length, 600mmø				15-20mm size, 50mm depth
Urban Residential (curb, gutter & sidewalk)	6.1 meters (20 ft)	Min - 6 meters	N/A	N/A	N/A	N/A	N/A	15-20mm size, 50mm depth
Urban Commercial/Industrial (rural standard)	10 meters (33 ft)	Min - 10 meters Max - 16 meters	10 meters	standard 15 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Urban Commercial/Industrial (curb, gutter & sidewalk)	10 meters (33 ft)	Min -10 meters	N/A	N/A	N/A	N/A	N/A	15-20mm size, 50mm depth
Hamlet Country Residential	6.1 meters (20 ft)	Min - 8 meters Max - 16 meters	10 meters	standard 13 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Temporary (rural)	50 meters (165 ft)	8 meters	10 meters	At the discretion of the Director of Operations		3:1	3:1	At the discretion of the Director of Operations

4. For accesses to Institutional, Commercial, Industrial, Hamlet Country Residential, Rural Country Residential, Hamlet General and Direct Control properties, which connect to paved County roads, shall be provided with a paved apron extending from the edge of the shoulder to the property line or for a distance of 4 meters, whichever is less.
5. The Applicant shall arrange and pay for all utility locates within the area of the access and shall obtain approvals from any affected utility companies and submit the said approvals to the County prior to the start of any construction.
6. The Applicant shall be solely responsible for the costs of all investigations, modifications or repairs to utility installations.
7. Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at the discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.
8. Mackenzie County will not approve, inspect or supply a culvert to any properties deemed to have unauthorized development occurring within its boundaries.
9. All subdivisions, with the exception of curb and gutter streets, shall provide an access to each lot being created and to the balance of the lands to County standards prior to the registration of the subdivision.
10. Mackenzie County shall inspect each authorized access after completion and if the access does not meet the standards of the County, the Applicant shall be responsible for all costs and construction required to bring the access to acceptable standards.
11. Mackenzie County will consider only the first or primary access to a property when upgrades to a Municipal road occur or in the event that a culvert replacement is required of which the property owner will be responsible for 50% cost of the culvert which will be installed by the County.
12. Mackenzie County will not supply any material or be responsible for any costs associated with the construction and/or removal of temporary accesses and these shall be removed at the end of the intended use and the area of the access restored to its original condition.
13. Mackenzie County reserves the right to change the location of the proposed access if this is deemed necessary to protect the County's municipal servicing infrastructure.

14. Rural accesses must be constructed at a location which provides a minimum 100 meters unobstructed sight distance in each direction and shall be at least 50 meters from other accesses or intersections.
15. The Province of Alberta may not permit accesses to be constructed from roads under their jurisdiction unless the access is aligned with a road allowance under the jurisdiction of Mackenzie County and such accesses shall require the approval of Alberta Transportation.

Mackenzie County Endeavour to Assist

Although all costs relating to application for and construction of accesses shall be paid by the Applicants, Mackenzie County, at its sole discretion, may provide assistance in the form of:

1. supporting an application to construct an access from a road under the jurisdiction of the Province of Alberta if said access is aligned with a proposed major/collector road to be constructed by Mackenzie County;
2. if the application for an access aligned with a major/collector road from a road under the jurisdiction of the Province of Alberta is approved by Alberta Transportation and the County, the County may pay the cost of construction;
3. the supply of a culvert, if required, for the construction of the first access to a rural quarter section or river lot provided that the access has been built to Mackenzie County standards and approved by the County (any and all subsequent accesses will be at the sole responsibility of the Applicant to supply, construct and install in accordance with Mackenzie County standards); and,
4. The County will assume responsibility for maintenance of accesses within the boundaries of the road allowance, (as described in the aforementioned item #1) when it has been approved and accepted.

SURFACE WATER MANAGEMENT

Policy Statement

Mackenzie County understands the need to find solutions to agricultural surface water management issues and the construction of permanent or temporary agricultural surface water management channels on or impacting road allowances may be necessary for effective resolution to surface water management issues but these projects must protect the integrity of natural watercourses. These projects shall only be performed with the approval of Mackenzie County and in accordance with all applicable County standards and specifications and those imposed by other levels of government.

Guidelines

1. Applications for the construction of permanent or temporary agricultural surface water management channels, in the form contained in Schedule B, will be accepted by Mackenzie County any time throughout the year, which applications will be referred to the appropriate Surface Water Management Basin Committee for consideration and the applicant shall be provided with an initial response within 30 days of receiving the application.
2. Applications shall be submitted in the form contained in Schedule B and may be required to include a survey plan showing:
 - approximate location of legal property boundaries;
 - the area to be drained by the proposed agricultural surface water management channel;
 - the alignment of the proposed agricultural surface water management channel;
 - the existing ground elevations;
 - the proposed design elevations;
 - a typical cross-section of the proposed surface water management channel; and,
 - the location, size and elevation of existing and proposed surface water management structures (i.e. culverts).
- 3. In order to avoid potential conflicts, the applicant must obtain consent and signatures of all adjacent and affected landowners.**
4. For permanent and temporary agricultural surface water management channels discharging to a ditch adjacent to a developed road allowance, or the County's licensed ditch, the Applicant may be required to submit an application to ESRD, along with the survey plan, for approval and may be required to submit a copy of said ESRD application and their approval to the County prior to the their application being considered further.

5. For permanent and temporary agricultural surface water management channels requiring a ditch to be constructed within an undeveloped road allowance the Applicant may be required to submit an application to ESRD, along with the survey plan, for approval and shall submit a copy of said ESRD application and their approval to the County prior to the their application being considered further.
6. For permanent surface water management channels constructed within undeveloped road allowances the alignment, profile and cross-section shall match the design of the future road ditch, should the road allowance be developed.
7. The Applicant shall be responsible for all costs relating to the development of permanent and temporary agricultural surface water management channels including application, construction and operation/maintenance. In addition, the Applicant shall be required to enter into a Road Allowance Use Agreement (form contained in Schedule C appended hereto) with Mackenzie County.
8. The Applicant shall be financially responsible for the operation and maintenance of the proposed agricultural surface water management channels on undeveloped road allowances and shall be liable for all injuries and/or damages that may result from the lack of or improper performance of the operation and maintenance.
9. The construction of permanent or temporary agricultural surface water management ditches that have a detrimental effect on adjoining private property may give rise to civil liability and the Applicant shall be solely responsible for resolving these matters.
10. The Applicant shall consent to the filing of caveats on property owned by the Applicant that the County deems necessary for the protection of the proposed agricultural surface water management ditches.
11. Persons constructing permanent or temporary agricultural surface water channels without the approval of Mackenzie County may be subject to fines and/or other penalties, including but not limited to the removal of the offending agricultural surface water channel as per the County's Fee Schedule Bylaw and/or other applicable provincial regulation.

Mackenzie County Endeavour to Assist

Although all costs relating to application for, construction of and operation/maintenance of surface water management channels shall be borne by Applicants, Mackenzie County, at its sole discretion, may provide assistance for:

1. the mediation of disputes between property owners that pertain to surface water management matters and attempt to find solutions to the disputes;

2. obtaining approvals from other levels of government; and,
3. the funding of all or a portion of the costs associated with the construction of major agricultural surface water management channels, subject to the cooperation of benefiting property owners and budget availability.

	Date	Resolution Number
Approved	11-Dec-12	12-11-845
Amended	12-Feb-13	13-02-069
Amended	27-Mar-13	13-03-189
Amended	16-Jul-13	13-07-492
Amended	08-Oct-13	13-10-692
Amended	26-Mar-14	14-03-177
Amended	27-Sep-14	14-09-609
Amended	14-Apr-15	15-04-246



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Second Access Request – NW-11-105-15-W5M

BACKGROUND / PROPOSAL:

Administration received an application for a second access to a parcel of land, and as per Policy PW039, it must be approved by Council. Item 7 of policy reads as follows...

Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at the discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.

The request is for the purpose of accessing farm land and transportation of necessary farm equipment.

OPTIONS & BENEFITS:

Option 1: To approve the second access application as requested.

Option 2: To deny the second access.

COSTS & SOURCE OF FUNDING:

NA

SUSTAINABILITY PLAN:

NA

Author: M Dyck **Reviewed by:** Len Racher **CAO:** JW



942 1602

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1
892 3135

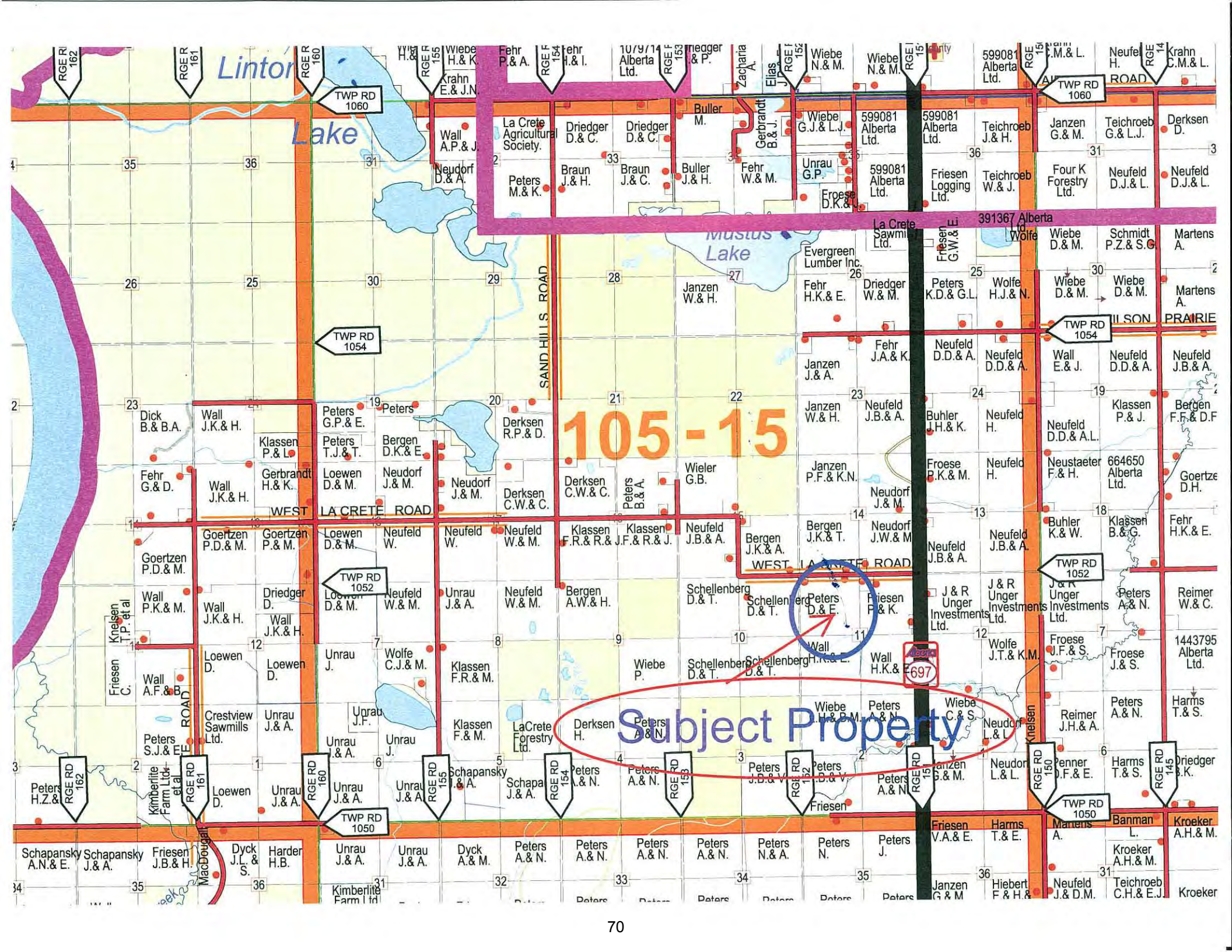
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962 2480

1
2
042 3876

Second Access
Council Discretion

Existing Access

NW11 105-15-5



105-15

Subject Property



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Second Access Request – SE-26-106-14-W5M (Old Colony Mennonite Church)

BACKGROUND / PROPOSAL:

Administration received an application for a second access to a parcel of land, and as per Policy PW039, it must be approved by Council. Item 7 of the policy reads as follows...

Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at the discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.

The request is for a subdivision that will be located in the south east corner of the quarter. The applicant is requesting two accesses.

OPTIONS & BENEFITS:

Option 1: To approve one access to the subdivision.

- *Applicant requests the County's opinion as to where the access should be located.*

Option 2: To approve both accesses to the subdivision.

COSTS & SOURCE OF FUNDING:

N/A

Author: M Dyck Reviewed by: Len Racher CAO: JW

002 4560

SE26 106-14-5

02 628

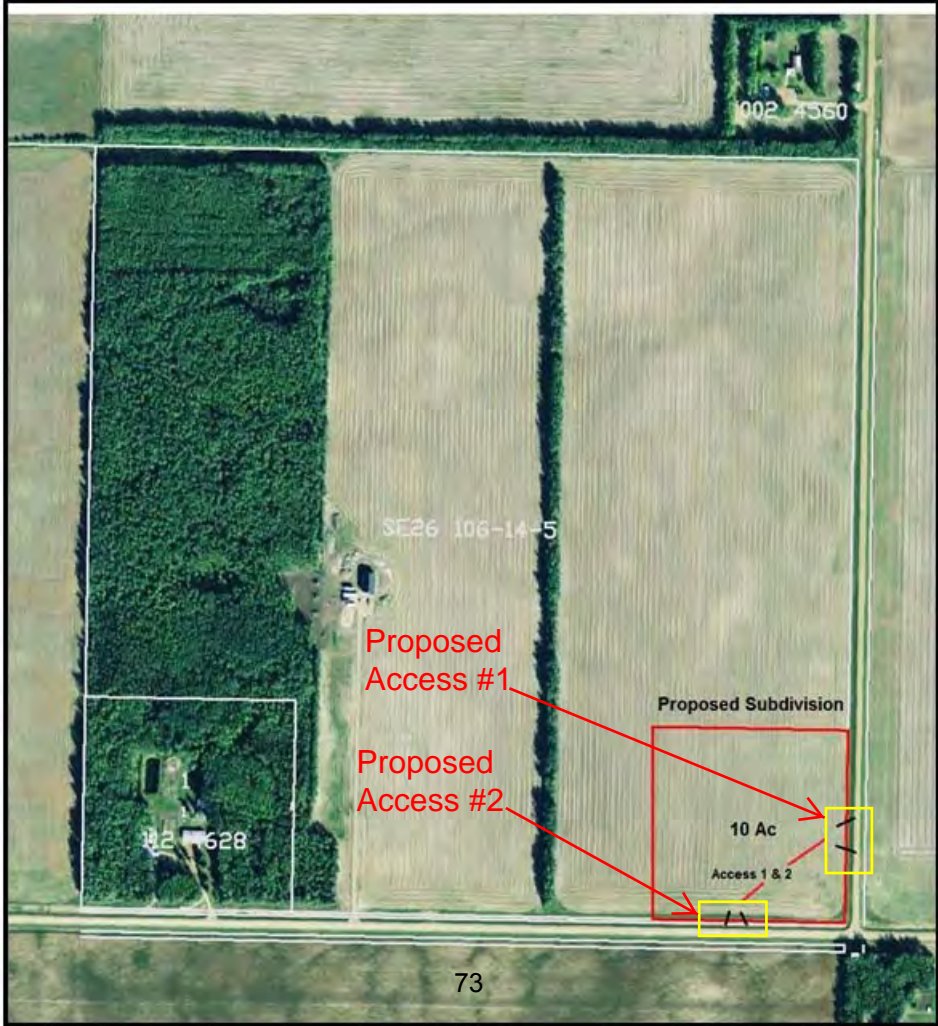
Proposed
Access #1

Proposed
Access #2

Proposed Subdivision

10 Ac

Access 1 & 2





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Second Access SW 3 107 14 W5M

BACKGROUND / PROPOSAL:

Administration received an application for a second access to a parcel of land, and as per Policy PW039, it must be approved by Council. Item 7 of the policy reads as follows...

Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.

The request is for a second access for the purpose a proposed yard site. The existing access will be moved west to centre for better access to agricultural land.

OPTIONS & BENEFITS:

Option 1: To approve the second access application as requested.

Option 2: To deny the second access.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

Author: M Dyck Reviewed by: _____ CAO: JW



Access 2
Council discretion

SW3 107-14-5

Access 1

Existing Access (to be
moved west to centre)

107-14

Subject Property

RD 5

Alberta 697

Wiebe F.

RGERD 150

RGERD 145

RGERD 144

RGERD 143

RGERD 142

RGERD 141

WOLFF LAKE ROAD WEST

Wiebe D.E. Wolfe Lake



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Dust Control – Calcium Chloride and Oil

BACKGROUND / PROPOSAL:

Each year the County applies dust control to various locations in order to promote safety for motorists within the County.

Attached is a budget summary and details of 2015 proposed dust control costs. Also attached, are maps of the areas where dust control was applied in the 2014 season as well as some additions.

Administration is looking for input from Council regarding the application areas.

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

To be funded from the 2015 approved operating budget.

SUSTAINABILITY PLAN:

N/A

Author: S Wheeler **Reviewed by:** Len Racher **CAO:** JW

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the County applied dust control areas for 2015 remain as identified in the maps provided.

Author: S Wheeler **Reviewed by:** Len Racher **CAO:** JW

2015 Dust Control - Calcium Chloride and Oil

2015 OPERATING DUST CONTROL BUDGET - SUMMARY:

County Calcium Chloride Budget (Allocated) → \$264,960.80

County Calcium Chloride Budget (For Seniors and private applications) → 195,201.20

(2014 Senior and Rural Residential – La Crete \$114,464 & Fort Vermilion \$71,248 = \$185,712)

Oil Budget (La Crete) → \$233,856

County Total Dust Control Budget = \$694,018

Calcium:

Cost = 0.29/L and applied at 2.5 L/m² = 0.73 cents per m² applied each year therefore when calculated over three years the cost = \$2.19 per square meter.

Oil:

Cost = 0.70/L and applied at 3 L/m² = \$2.10 per square meter – This application should last three years.

*The total calculated cost differential will be in the range of 0.09 per square meter more for calcium (each year) at the current rate, as opposed to oil (one time per three years) at its significantly lower cost this year.

2015 PROPOSED DUST CONTROL COSTS – DETAILS:

FORT VERMILION - ALLOCATED

Calcium Product (Hamlet Industrial, Schools, Passing Zones and Intersections) = \$55,888.80 **TOTAL \$127,136.80 w/ Rural Residential & Seniors**

Fort Vermilion Hamlet (2.32 Km)

Calcium:

- Single year application for approximately 2320 meters x 8 meter wide application x .73 cents per m² = \$13,548.80.

Fort Vermilion Rural (7.25 Km)

Calcium:

- Single year application for approximately 7250 meters x 8 meter wide application x .73 cents per m² = \$42,340.

2015 Dust Control - Calcium Chloride and Oil

Fort Vermilion Rural Residential (24 Rural Residents)

Calcium:

- Single year application for approximately 4800 meters x 8 meter wide application x .73 cents per m2 = \$28,032.

Fort Vermilion Rural Residential Seniors (37 seniors)

Calcium:

- Single year application for approximately 7400 meters x 8 meter wide application x .73 cents per m2 = \$43,216.

LA CRETE - ALLOCATED

Calcium Product (Hamlet Industrial, Schools, Passing Zones and Intersections) = **\$115,048 TOTAL \$229,512 w/ Rural Residential & Seniors**

La Crete Hamlet Country Residential and Industrial areas: (13.6 Km)

Calcium:

- Single year application for approximately 13,600 meters x 8 meter wide application x .73 cents per m2 = \$79,424.

La Crete Rural (6.1Km)

Calcium:

- Single year application for approximately 6100 meters x 8 meter wide application x .73 cents per m2 = \$35,624.

La Crete Rural Residential (63 Rural Residents)

Calcium:

- Single year application for approximately 12600 meters x 8 meter wide application x .73 cents per m2 = \$73,584.

L Crete Rural Residential Seniors (35 seniors)

Calcium:

- Single year application for approximately 7000 meters x 8 meter wide application x .73 cents per m2 = \$40,880.

2015 Dust Control - Calcium Chloride and Oil

Oil Product = \$233,856

109 Ave, 113 St and 94 Ave west from Hamlet boundary to west of Country Residential: (4.8 Km)

Oil:

- Apply another oil layer due to being a truck route for approximately 4800 meters x 8 meter wide application x \$2.10 per m² = \$80,640 plus gravel at \$57,600 = \$138,240.

West La Crete Road: (3.2 Km)

Oil:

- Apply another oil layer to maintain current condition of road for approximately 3200 meters x 8 meter wide application x \$2.10 per m² = \$53,760 plus gravel at \$41,856 = \$95,616.

ZAMA - ALLOCATED

Calcium Product (Hamlet & Highway) = \$94,024 TOTAL

Zama Hamlet: (3.1 Km)

Calcium:

- Single year application for approximately 3100 meters x 8 meter wide application x .73 cents per m² = \$18,104.

Zama Highway: (13 Km)

Calcium:

- Single year application for approximately 13,000 meters x 8 meter wide application x .73 cents per m² = \$75,920.



DISCLAIMER
 Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.
 The Mackenzie County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.

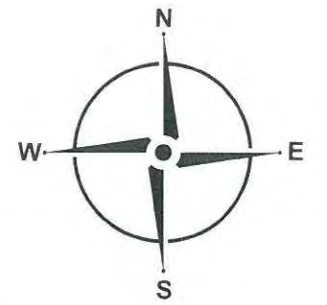
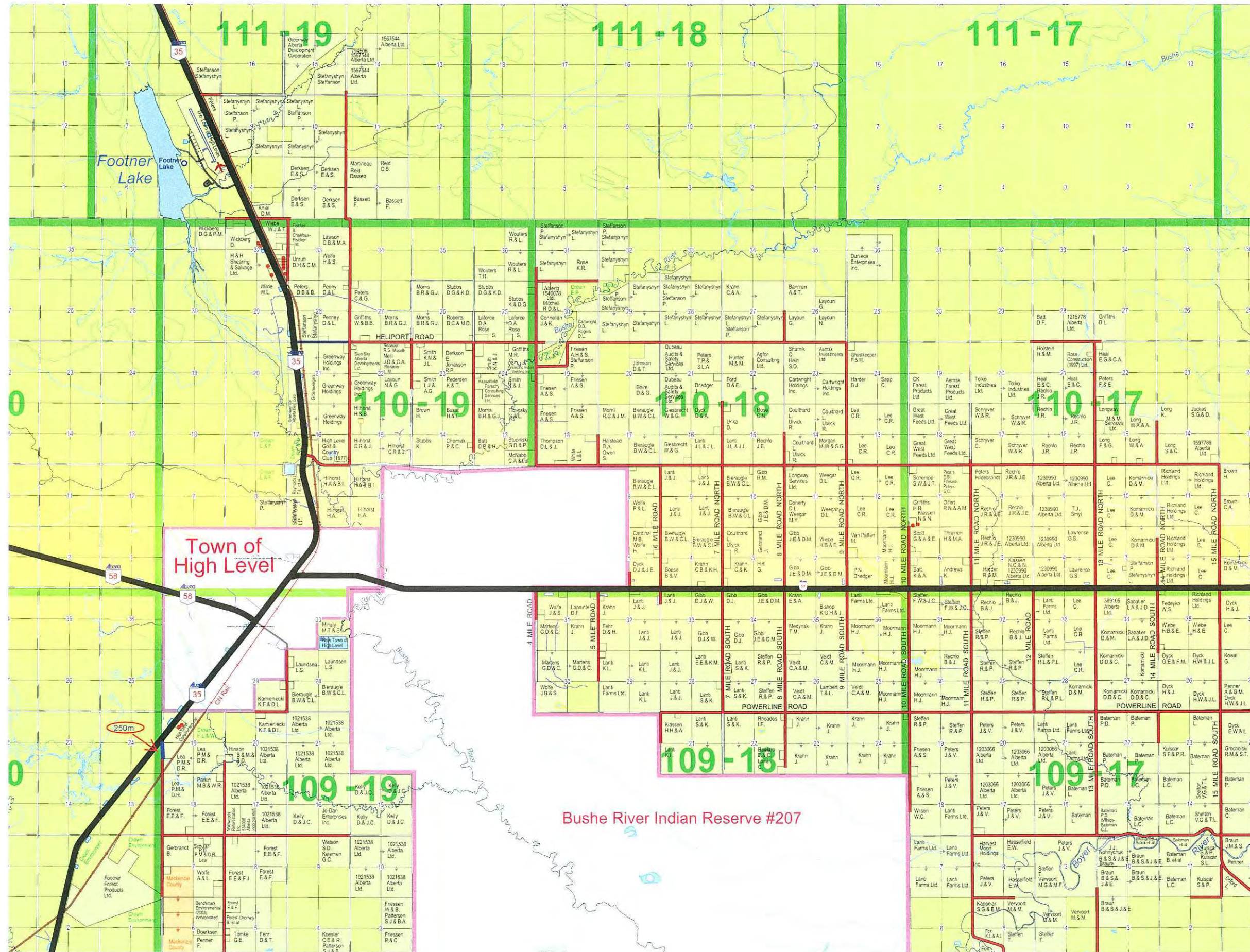


Hamlet of
 Fort Vermilion
 2014
 Cadastral Base Map



Not To Scale
 10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum





Mackenzie County 2013

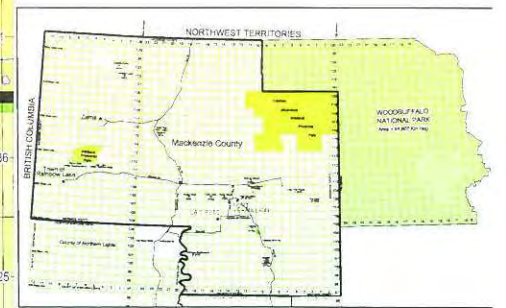
LAND OWNERSHIP MAP
MAP 1



Mackenzie County

LEGEND

- Provincial Highway - Paved
- Paved Road
- Gravel Road
- All Weather Road
- Field Access Road
- Auction Land
- Private Land
- Crown Land
- County Land
- Urban Areas
- Hamlet
- First Nation Reserve
- Provincial Granting Reserve

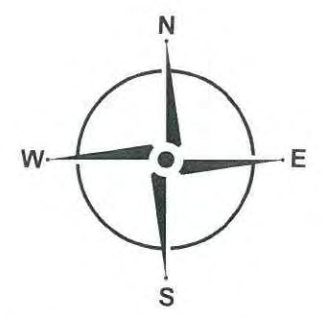
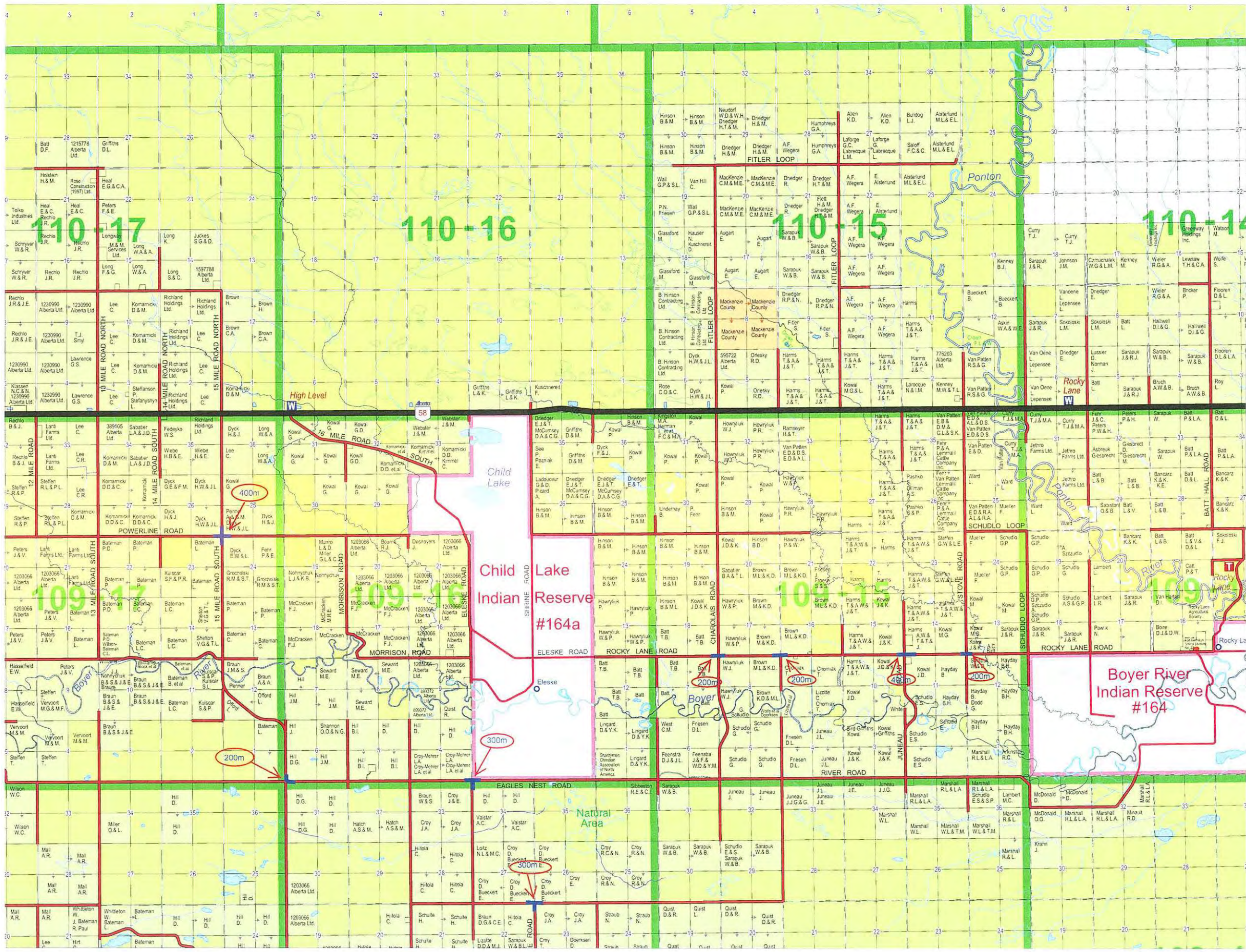


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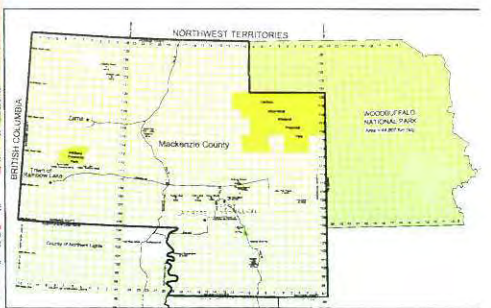


Mackenzie County 2013 LAND OWNERSHIP MAP MAP 2



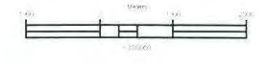
Mackenzie County

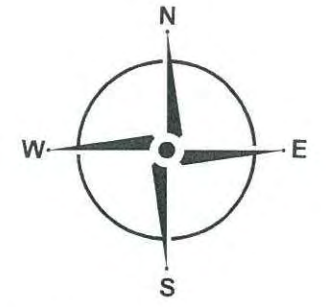
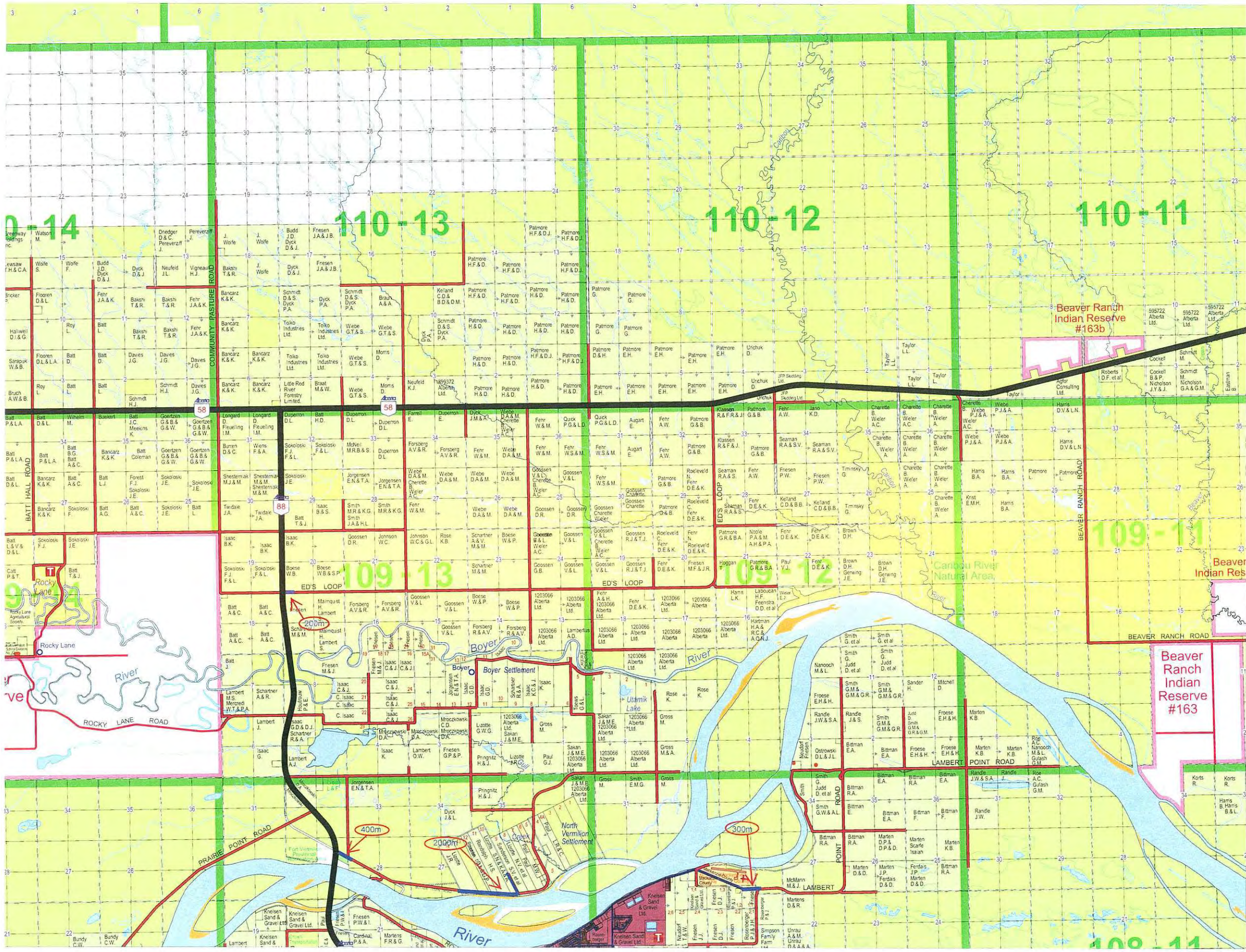
- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Old Road
 - All Weather Road
 - First Access Road
 - Auction Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - Hamlet
 - First Nation Reserve
 - Provincial Grazing Reserve



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Mackenzie County 2013

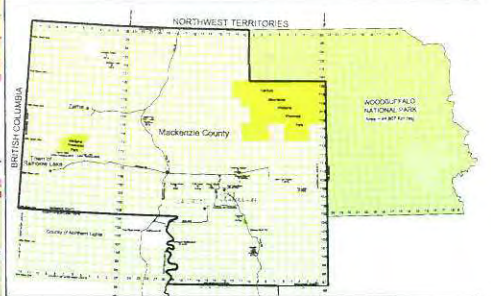
LAND OWNERSHIP MAP
MAP 3



Mackenzie County

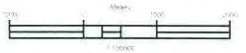
LEGEND

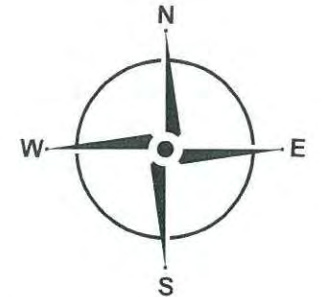
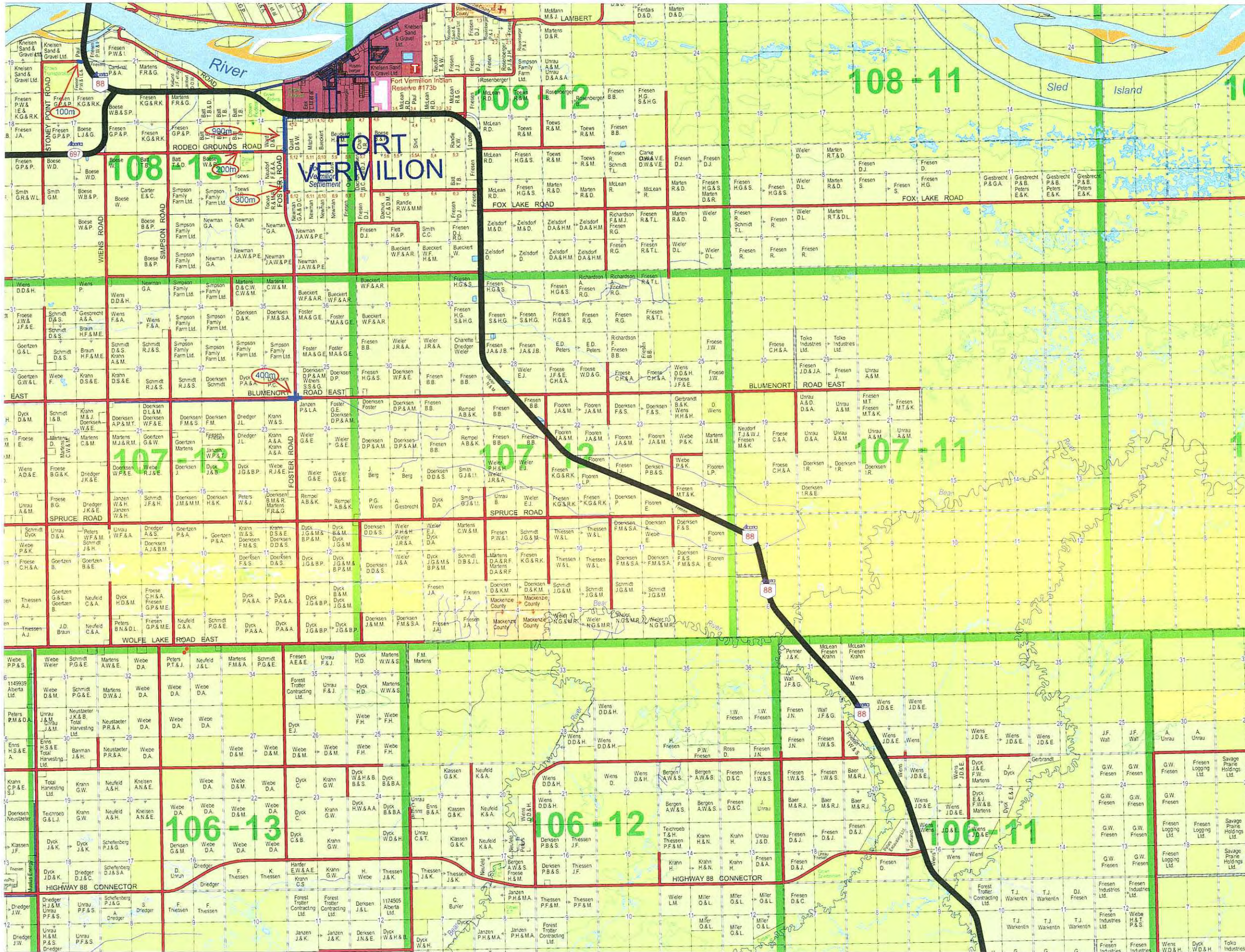
- Provincial Highway - Paved
- Paved Road
- Old Road
- All Weather Road
- Field Access Road
- Auction Land
- Private Land
- Crown Land
- County Land
- Uninc. Areas
- Hamlet
- First Nation Reserve
- Physical Geog. Reserve



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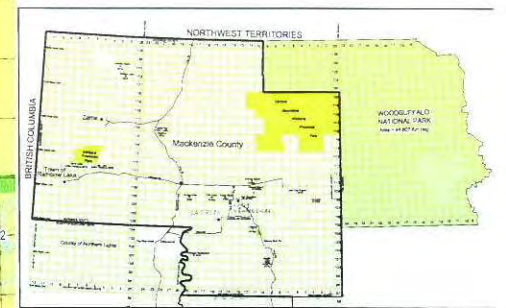


Mackenzie County
2013
LAND OWNERSHIP MAP
MAP 7



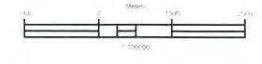
Mackenzie County

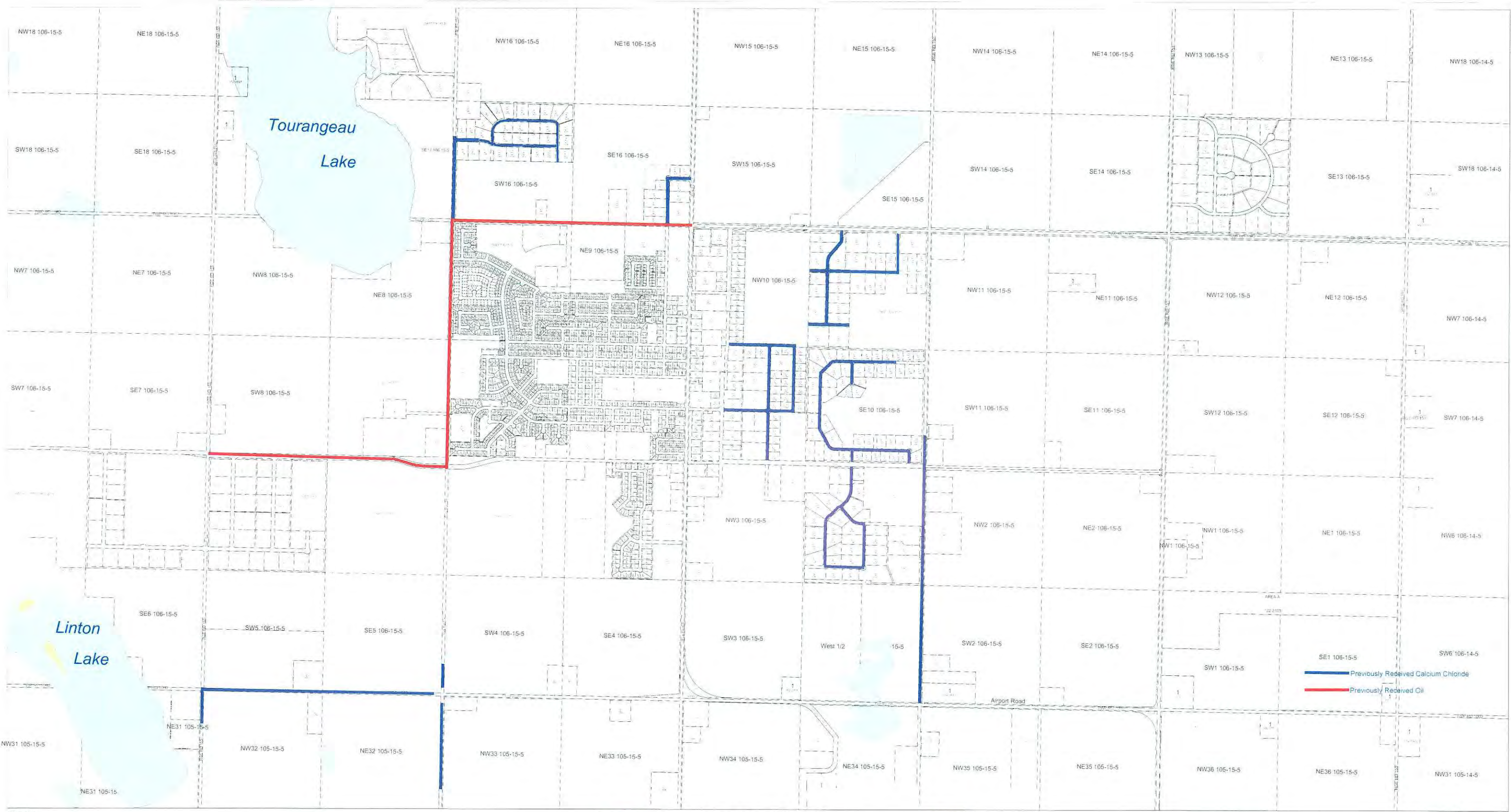
- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Old Road
 - All Weather Road
 - Field Access Road
 - Auction Land
 - Private Land
 - Crown Land
 - Open Land
 - Urban Areas
 - Hermit
 - First Nation Reserve
 - Provincial Grazing Reserve



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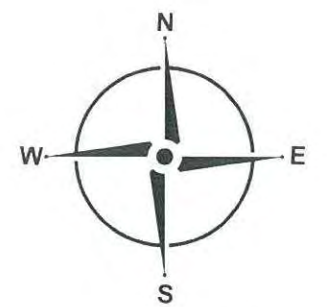
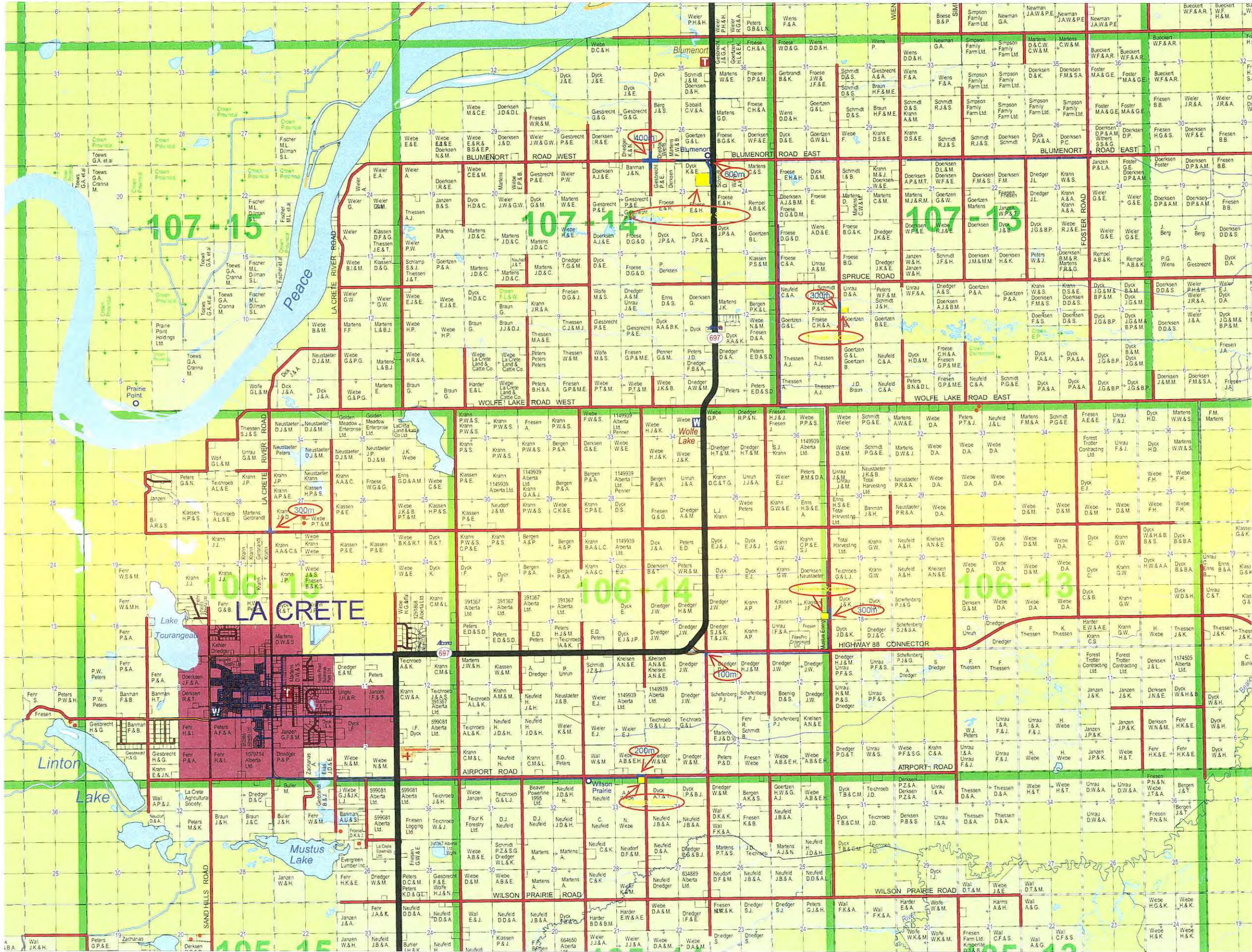
**Hamlet of La Crete
 2014
 Cadastral Base Map**



Not To Scale

10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum



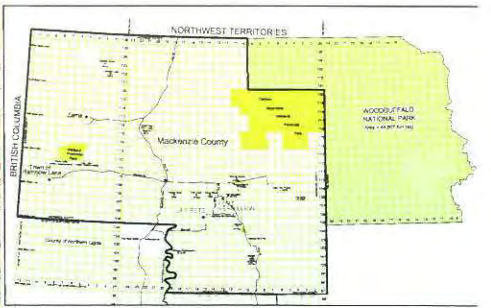


Mackenzie County 2013 LAND OWNERSHIP MAP MAP 8



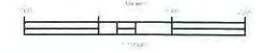
Mackenzie County

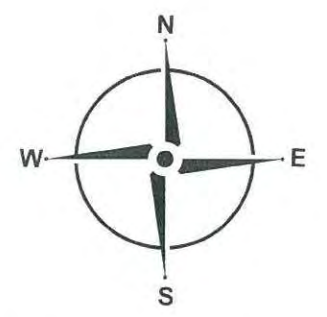
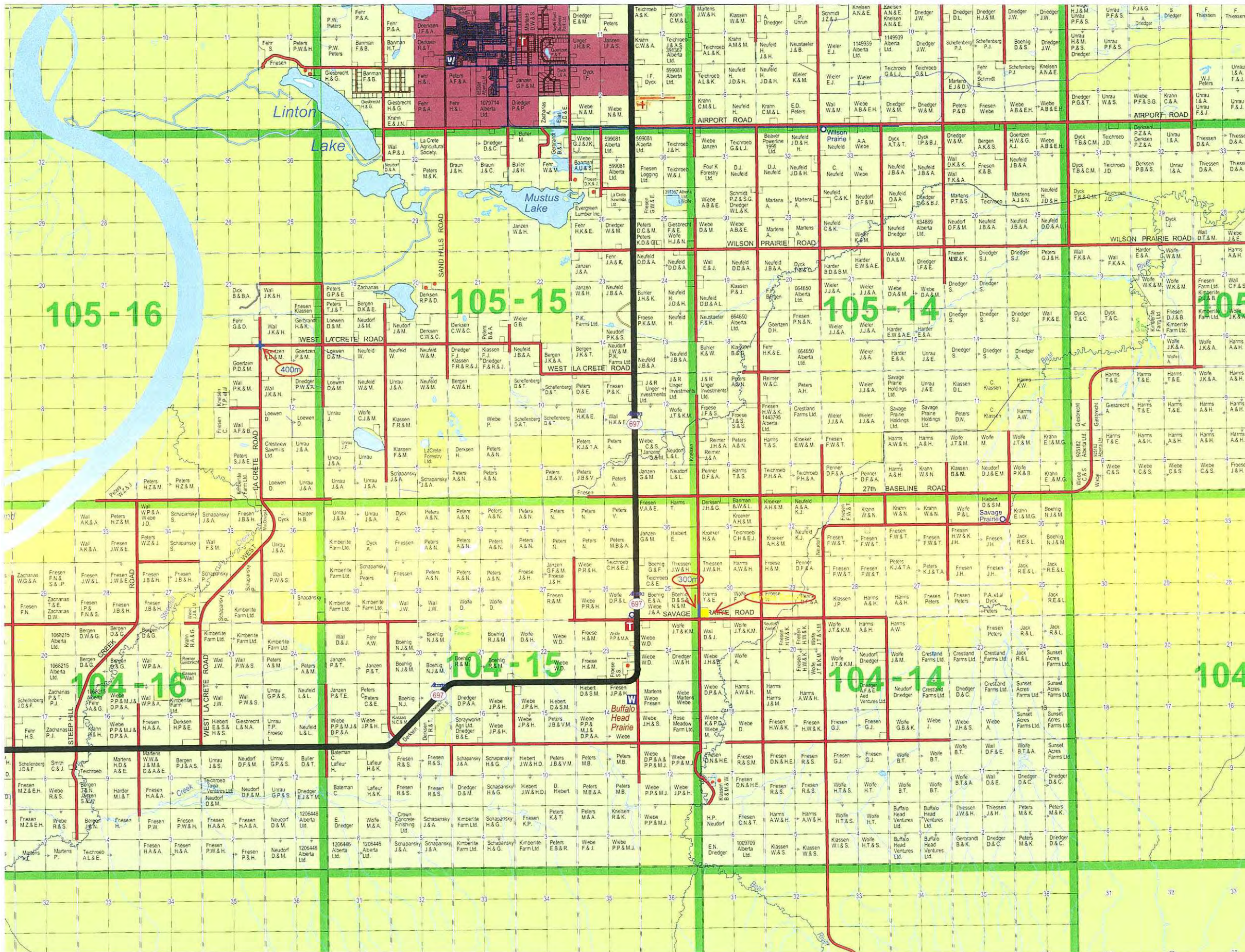
- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Over Road
 - All Weather Road
 - Field Access Road
 - Auction Land
 - Private Land
 - Green Land
 - County Land
 - Urban Areas
 - Hamlet
 - First Nation Reserve
 - Provincial Grazing Reserve



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Mackenzie County 2013

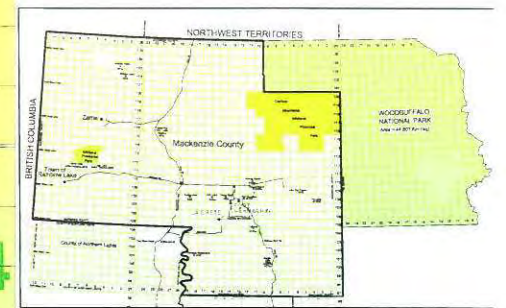
LAND OWNERSHIP MAP
MAP 10



Mackenzie County

LEGEND

- Provincial Highway - Paved
- Paved Road
- Old Road
- All Weather Road
- Field Access Road
- Auction Land
- Private Land
- Crown Land
- County Land
- Urban Areas
- Homelet
- First Nation Reserve
- Provincial Grazing Reserve

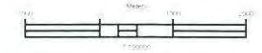


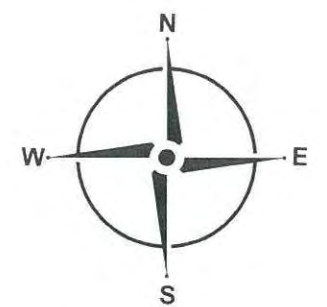
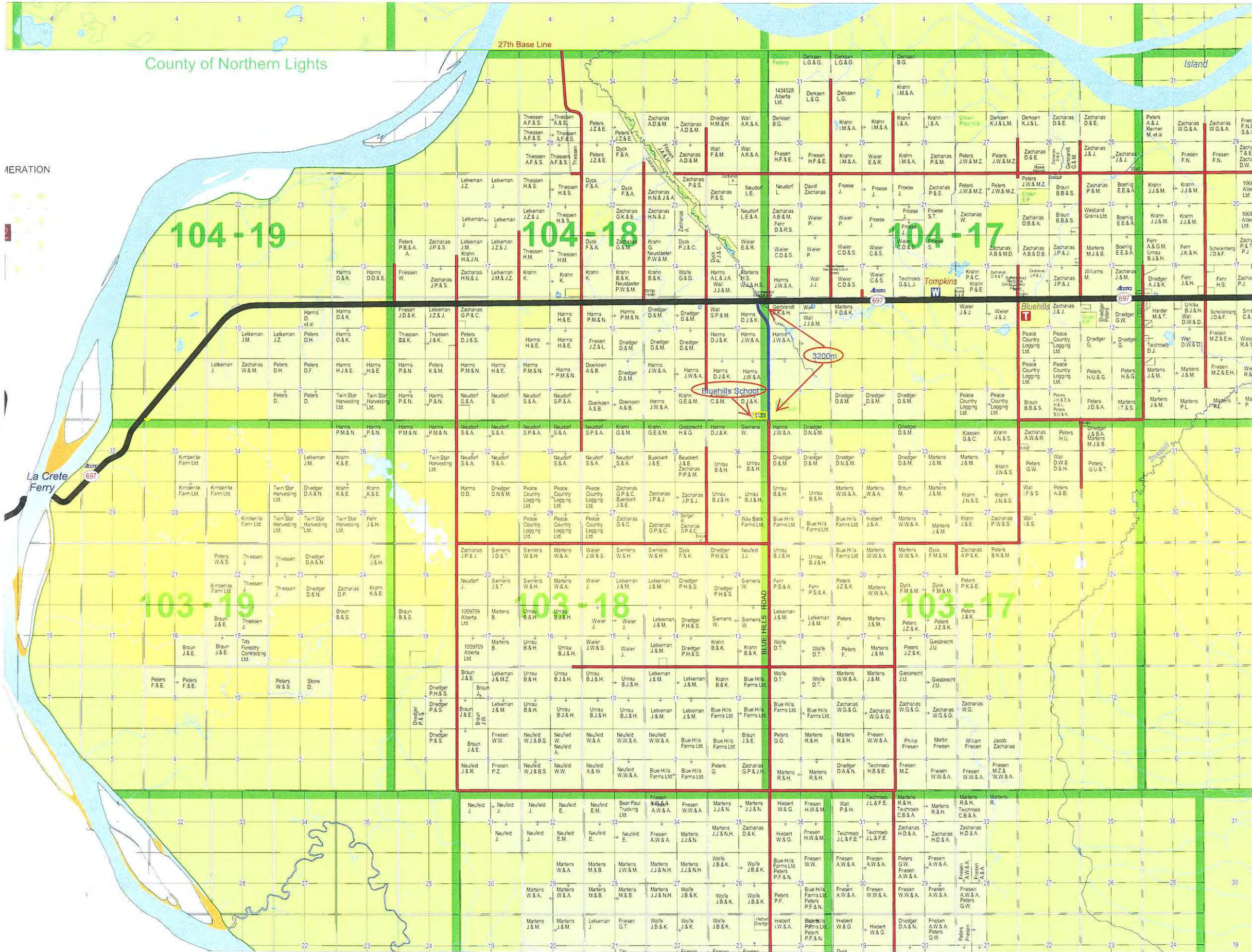
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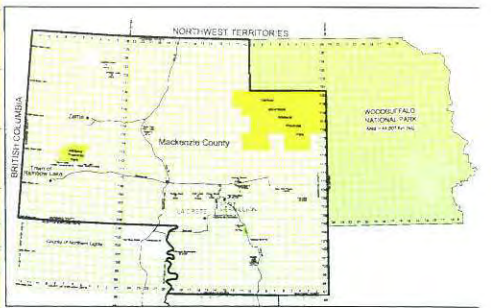


Mackenzie County 2013 LAND OWNERSHIP MAP MAP 11



Mackenzie County

- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Dirt Road
 - All Weather Road
 - Field Access Road
 - Auction Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - Hamlet
 - First Nation Reserve
 - Provincial Grazing Reserve

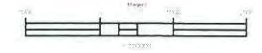


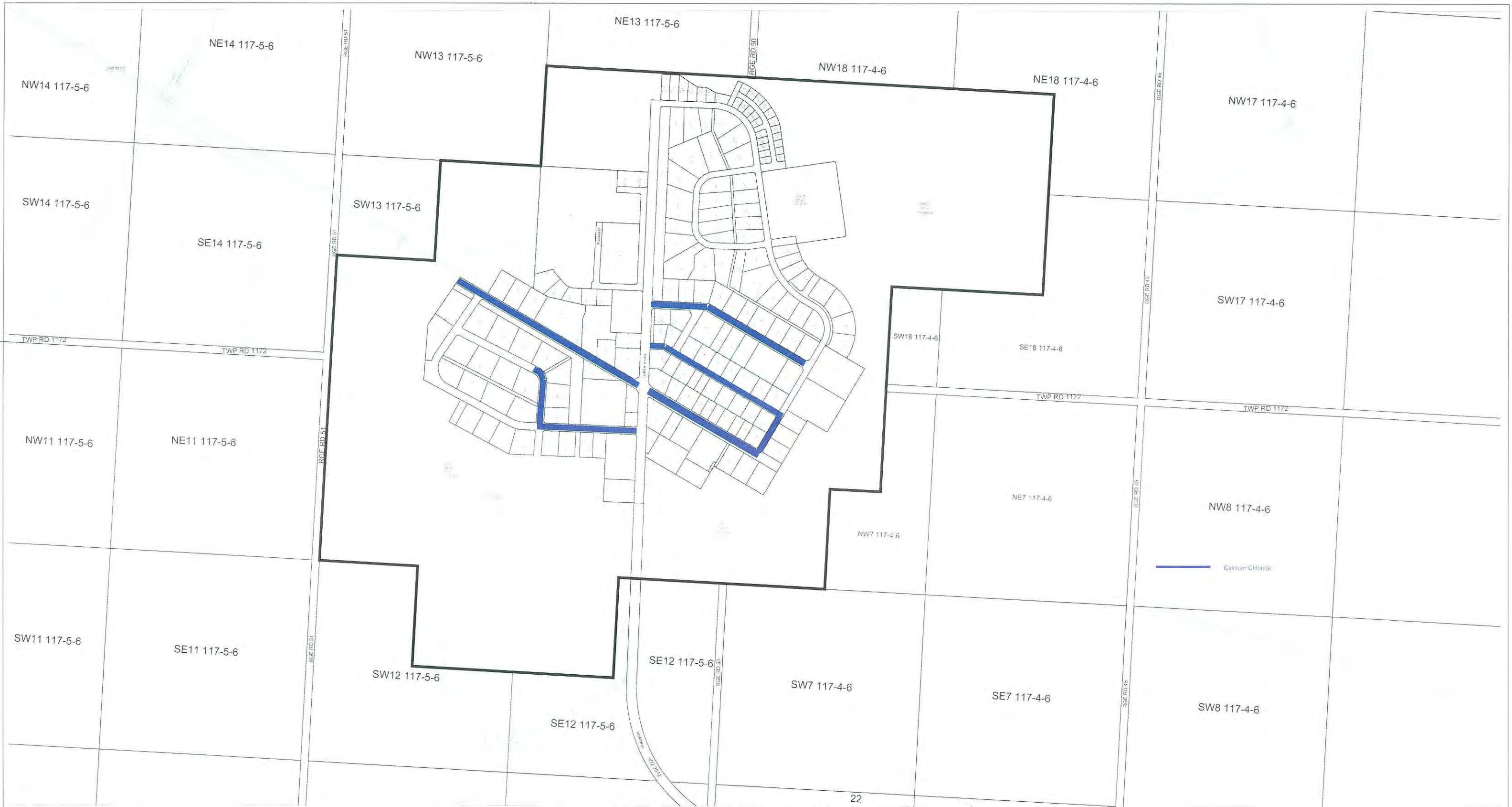
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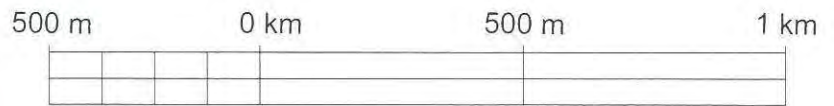
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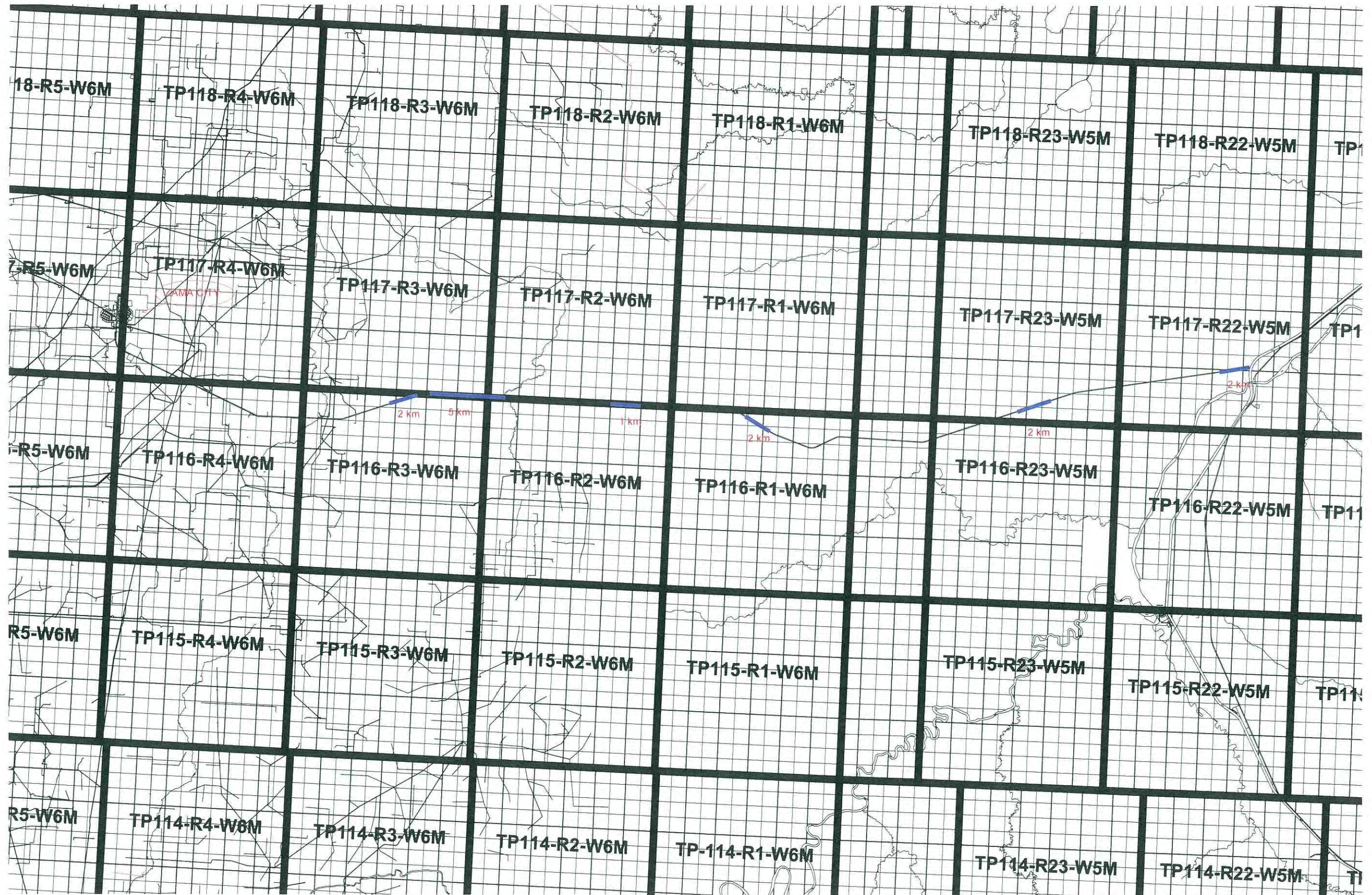


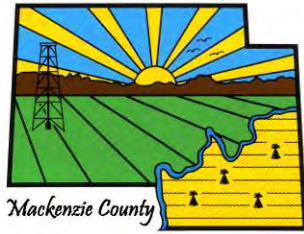
**ZAMA CITY
 2014
 Cadastral Base Map**



Not To Scale
 10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum







MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 993-15 Plan Cancellation for Consolidation Purposes Plan 882 1687, Block 3, Lots 1 and 2 (Zama)

BACKGROUND / PROPOSAL:

In 2014, Mackenzie County became the owner of two lots within the Hamlet of Zama as the end result of a municipal acquisition of a tax forfeiture. On February 10, 2015 a motion was made to sell the lots after first consolidating both into one large lot.

MOTION 15-02-093

That administration to proceed with the advertising for a Request for Proposal for properties 1072 Industrial Drive (882 1687, Block 3, Lot 1) and 1084 – Industrial Drive (882 1687, Block 3, Lot 2) in the Hamlet of Zama

This bylaw is for the cancelation and consolidation of these two lots.

OPTIONS & BENEFITS:

There are two easy methods by which lots may be consolidated:

1. An applicant may apply to the municipality for a by-law authorizing Land Titles to cancel the lots and create a new lot (Note: The effect of the by-law is to delete the dividing line between the lots and make it into one parcel. This method only applies if the lots are in the same plan and block).
2. An applicant may have an Alberta Land Surveyor prepare a plan of survey or descriptive plan of survey consolidating the lots (Note: For this method, the lots may be on the same plan or different plans, and may include an unsubdivided parcel, closed roads, etc.). Requires Registered Landowner signatures.

Author: L. Lambert **Reviewed by:** BP **CAO** JW

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 993-15, being a Plan Cancellation Bylaw to cancel and consolidate Plan 882 1687, Block 3, Lots 1 and 2 into one lot in the Hamlet of Zama, subject to public hearing input.

Author: L. Lambert Reviewed by: BP CAO JW

BYLAW NO. 993-15

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

**FOR THE PURPOSE OF CANCELLING A PORTION OF A
PLAN OF SUBDIVISION
IN ACCORDANCE WITH SECTION 658 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.**

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

WHEREAS, Mackenzie County wishes to consolidate Plan 882 1687, Block 3, Lots 1 and 2, into one lot; and

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

1. That Subdivision Plan 882 1687, Block 3, Lots 1 and 2, as outlined in Schedule "A" hereto attached, are hereby cancelled in full and shall be consolidated as Lot 4.

READ a first time this ___ day of _____, 2015.

READ a second time this ___ day of _____, 2015.

READ a third time and finally passed this ___ day of _____, 2015.

Bill Neufeld
Reeve

Joulia Whittleton
Interim Chief Administrative Officer

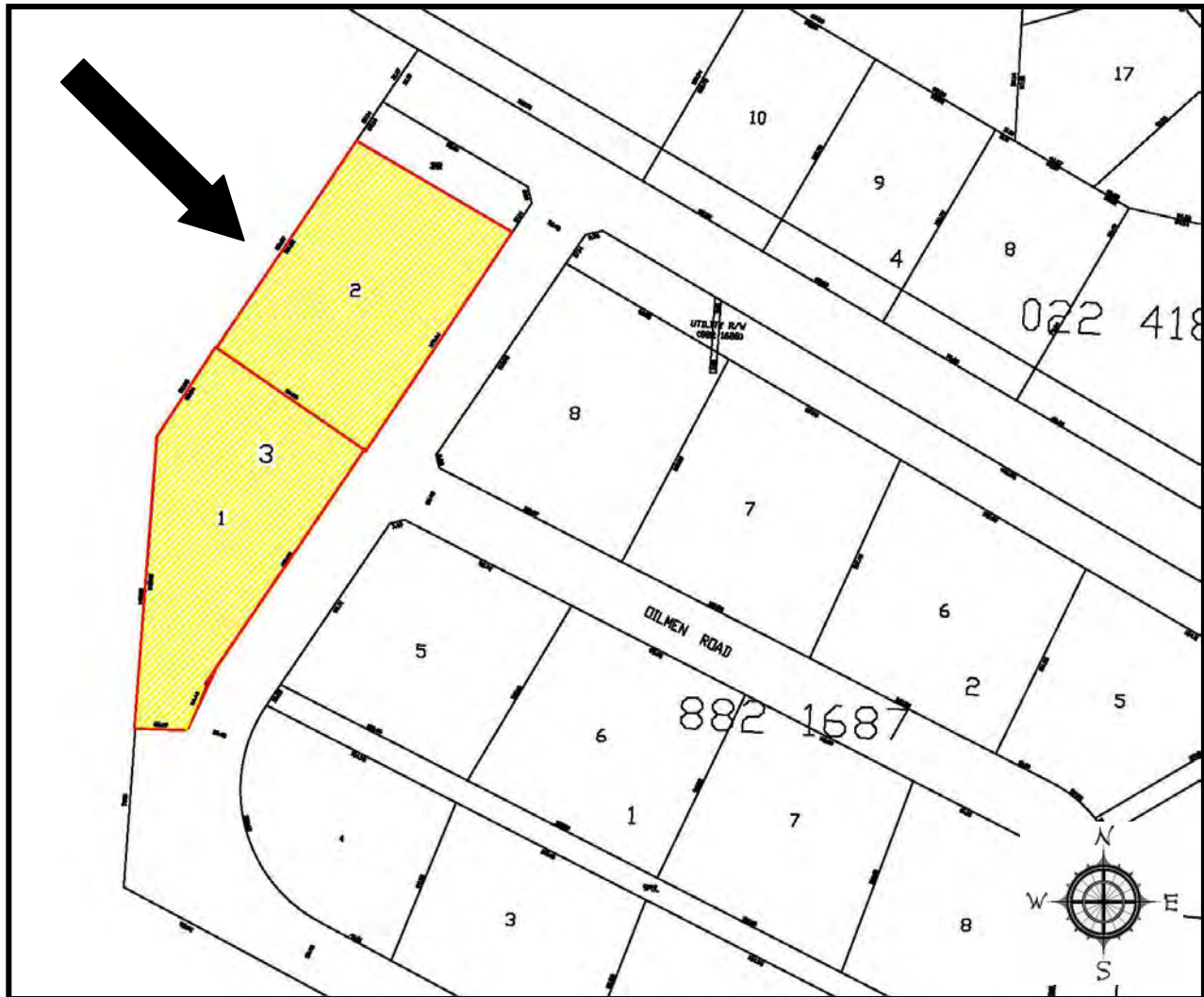
BYLAW No. 993-15

SCHEDULE "A"

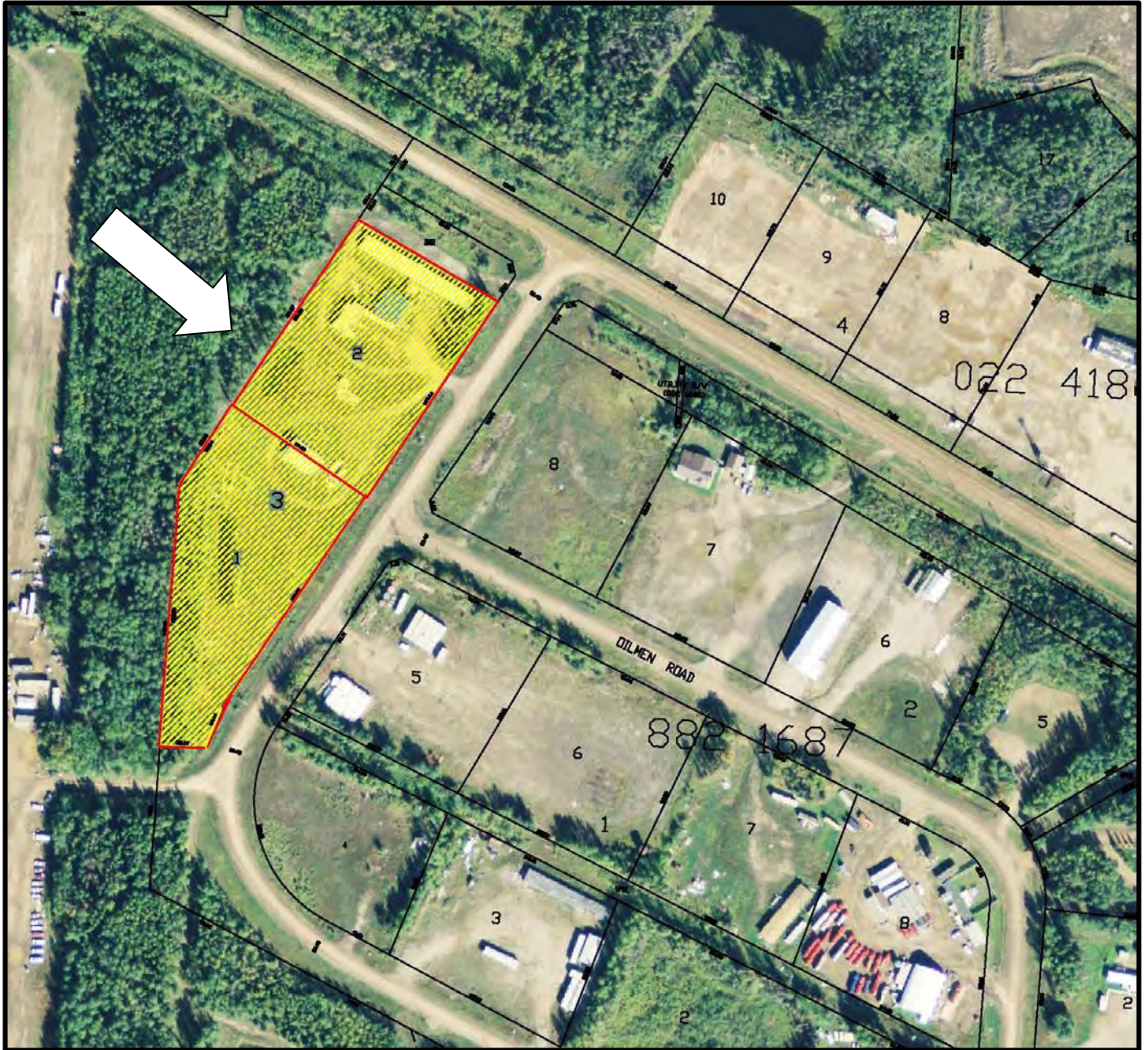
1. That the Subdivision Plan, known as:

Plan 882 1687, Block 3, Lots 1 and 2
(1072 – Industrial Drive & 1084 – Industrial Drive)

located within the Hamlet of Zama, be cancelled in full and consolidated as Lot 4.



BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 993-15

Disclaimer

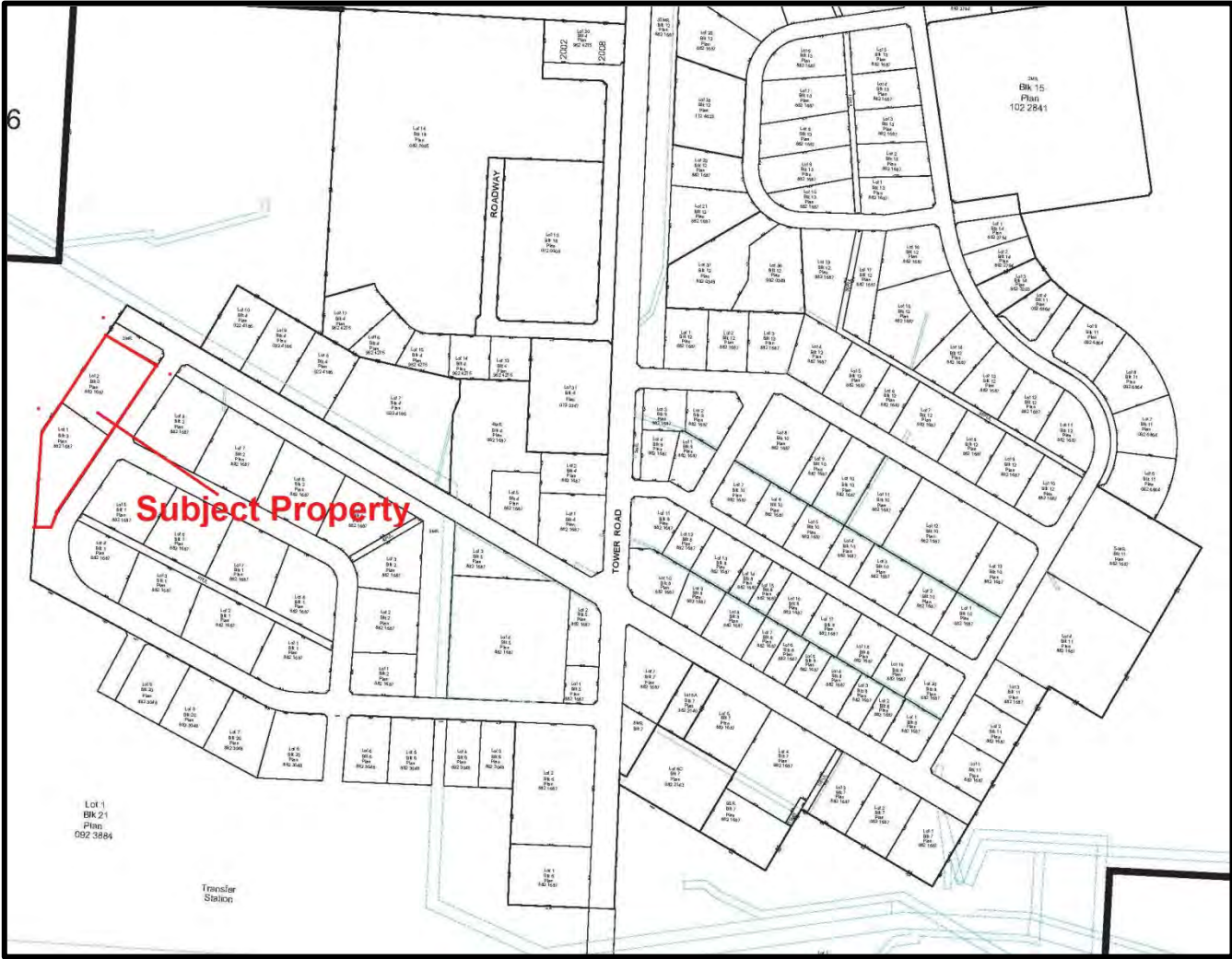
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Mackenzie County

BYLAW AMENDMENT APPLICATION



File No. Bylaw 993-15

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NOT TO SCALE



Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	Second Access Request – Plan 982 5932, Block 01, Plan 01

BACKGROUND / PROPOSAL:

This item was tabled at the previous Council meeting, and Administration is now bringing back the request with additional information for consideration.

Administration received an application for a second access to a parcel of land, and as per Policy PW039, it must be approved by Council. Item 7 of the policy reads as follows:

Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at the discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.

The applicant is requesting the second access for a proposed RV Park on the property.

The road that the applicant wished to build a second access from has been identified in the draft Transportation Master Plan as an Arterial Road. County policy DEV001 clearly controls the number of accesses and intersections that can be constructed onto roads of different classifications. Policy DEV001 is attached for information, but here are a few excerpts:

Arterial roads... shall typically be placed a minimum of 800 m apart, and shall primarily only be intersected every 300 m to 400 m by collector roads.

Driveways onto private properties shall be minimized, as moving traffic and goods are primary priorities. Turning lanes shall be utilized to help maintain the flow of traffic with minimal disturbances.

Author: B. Peters Reviewed by: _____ CAO: JW

The applicant applied for a Development Permit in late 2014, which was approved by the Municipal Planning Commission. The drawing provided with the application was poor, but indicated ten (10) RV stalls along the east side and no mention of a second access or a loop was made. A copy of the approval package for the Development Permit is also included for information.

Additionally, the surrounding landowner has inquired about completing another phase of the commercial development in the area. When the Planning Department reviewed the preliminary concept drawings, the developer was informed that his proposed intersection location would not be approved because the policy states that intersections shall be located 300 m to 400 m apart, and he would have only had a separation of perhaps 150 m. This resulted in a re-design the proposed phase in order to comply with the policy.

To approve a second access to the parcel would contradict current County policies and work against what the Planning Department is trying to achieve on the larger scale. Growth and development needs to be controlled in order to ensure that all aspects work in unison and complement surrounding land uses and needs, which includes transportation.

OPTIONS & BENEFITS:

To approve the second access request. This fulfills the request of the landowner, but at the expense of the County maintaining the road as an arterial road.

To deny the second access request. This keeps in line with County policy and development plans in keeping the road designated as an arterial and restricting vehicle turning movements.

COSTS & SOURCE OF FUNDING:

No initial costs to the County. However; it is anticipated that the road will be upgraded in the next few years, at which point the County would have to cover the cost of upgrading the additional access.

SUSTAINABILITY PLAN:

The sustainability plan does not address items of this nature.

COMMUNICATION:

As required.

Author: B. Peters Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the second access request to Plan 982 5932, Block 1, Lot 1 be denied.

Author: B. Peters Reviewed by: _____ CAO: JW

MACKENZIE COUNTY

TITLE	Urban Development Standards	POLICY NO.	DEV001
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LEGISLATION REFERENCE	Municipal Government Act, Section 5
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PURPOSE

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

POLICY STATEMENT

Mackenzie County and developers have a shared responsibility for defining and addressing the existing and future needs of the community by creating development policies consistent with community objectives. Mackenzie County will provide guidance for development objectives. These policies will be applied equitably and fairly to all within that community.

All beneficiaries of development should participate in the cost of providing and installing infrastructure in the community on an equitable basis that relates to the degree of benefit, through the use of off-site levies, local improvement bylaws and endeavor to assist clauses.

GUIDELINES

1. Mackenzie County will:
 - a) adopt development standard requirements for individual urban zoning as indicated in this policy and detailed within the GMIS,
 - b) determine who is responsible for installation of the infrastructure as indicated in this policy,
 - c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy,
 - d) establish the mechanism of any cost sharing, endeavor to assist, or other financial considerations,
2. The developer will be responsible for all costs except where otherwise indicated in this policy.

DEFINITIONS

Development Agreement: A contract entered into between the municipality and the developer in regards to the installation of municipal improvements, including all conditions that need to be adhered to.

GMIS: refers to the General Municipal Improvement Standards (engineering guidelines) for Mackenzie County

Off-site Levy: As defined in the Alberta Municipal Government Act

Rural Standard: Built up asphalt surfaced roads with ditches/swales, power, street lighting

Development Approval: Refers to a subdivision/development approval where the application process has been followed and an approval subsequently issued by the development authority.

Urban Standard: curb & gutter, sidewalk, underground power, metal light standards with underground servicing, asphalt road surfacing and storm sewer

Zoning: As per the Land Use Bylaw

FUNDING

Funding for municipal infrastructure improvements required to support a developer's approved Development will be provided by the developer. The County, within the Development Agreement, will provide assistance to the developer when oversizing is required to collect appropriate funds from benefitting lands when the benefitting lands are further developed.

When the County constructs municipal improvements in advance of developments the County will, through the use of an Off-site Levy bylaw(s) collect apportioned costs as assigned to benefitting lands.

The County may consider providing a portion of the funding when oversizing is required, however this will be subject to negotiation and Council approval. Funding in these situations may also be recouped by way of a local improvement bylaw.

Where a development requires that an arterial road be constructed, the County shall only consider to cover the costs of upgrading the road from collector to arterial standard, and shall, whenever possible, utilize the mechanisms provided for by Off-site Levy or local improvement bylaw(s) to recover those costs.

URBAN DEVELOPMENT STANDARDS

The following chart indicates the minimum standards on new development:

Zoning Standards Chart

Road Classification	Zoning					
	Residential		Commercial		Industrial	
	HR, MHC, MHS	HCR	HCC1, HC2, TC1	HC1, GC1	HI1, LG1	HI2
Arterial Hamlet 40 m min ROW width	urban or rural standard* sidewalk u/g power	urban or rural standard* sidewalk u/g power	urban or rural standard* sidewalk u/g power	urban or rural standard* sidewalk u/g power	urban or rural standard* sidewalk u/g power	urban or rural standard* sidewalk u/g power
Collector Hamlet 26 m min ROW width	urban standard	rural standard sidewalk u/g power	urban standard	urban or rural standard* sidewalk u/g power	rural standard sidewalk o/h power	rural standard o/h power
Local Hamlet 20 m min ROW width	urban standard	rural standard u/g power	urban standard	urban or rural standard* sidewalk u/g power	rural standard o/h power	rural standard o/h power
Core Hamlet 22 m min ROW width	urban standard	N/A	urban standard	N/A	N/A	N/A

* Denotes that the standard will be decided by evaluating anticipated traffic volumes, design speed, continuity with existing infrastructure and future proposed upgrades, and other criteria as deemed necessary.

UTILITIES

Power

New power installations shall ideally be underground. Industrial areas may be serviced by overhead power, but commercial and residential areas shall have underground servicing. Where infill development occurs, the development shall utilize the existing standard that services the area.

In residential and commercial areas, overhead servicing will only be considered where the developer has provided verification that underground installation is not viable, considering continuity with existing power supply, lot sizes and anticipated use, and other criteria as deemed necessary.

All overhead power servicing shall utilize the utility rights-of-way and be located behind the lots. Road crossings, especially in industrial areas, shall be designed to permit over size loads to safely traverse.

Lighting

Street lighting shall be installed in all new developments as per the Illuminating Engineering Society and Road and Transportation Association of Canada criteria. Street lighting shall ideally utilize steel light standards, but in areas developed to a rural standard, wood standards may be allowed.

Overall continuity, esthetic, maintenance costs, and likelihood of redevelopment requiring relocation of light standards shall all be considered when determining if wood or steel standards are required.

Natural Gas

Gas servicing shall be provided to new developments. Installation shall be in keeping with the utility providers current standard practice.

Depending on the location within the County, the developer may be required to install gas servicing as part of the improvements, in other areas the utility provider will independently install gas servicing as building development occurs.

Phone/Data

Phone and/or data infrastructure shall be provided for all developments, to the specifications of the local telecommunications provider.

Installation of higher grade infrastructure is encouraged in order to provide telecommunications providers with better options for providing digital data to the community.

Storm Sewer

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

Storm drainage shall be provided for all developments. The general level of service required by the County in regard to storm water management shall be in keeping with the dual drainage concept utilizing major and minor collection systems.

All urban standard development shall include an integrated surface and underground (major and minor) storm sewer system. All rural standard developments are anticipated to primarily use a surface drainage (major) system to manage storm water, however integration with an underground (minor) system may be required by the County.

Storm water retention ponds shall be constructed in accordance with design criteria established in the GMIS to reduce the downstream effects of the development. Ponds shall be constructed to service large areas, and be thoughtfully integrated with the

subdivision design. All new developments shall create zero net change to the existing storm sewer peak flows. The County retains the ability to alter storm pond placement.

Sanitary Sewer

Design criteria will be in keeping with Mackenzie County's GMIS.

Sanitary sewer shall be provided for all developments.

In areas that are to be developed as row housing or condominiums, each proposed unit shall receive a separate service from the main line.

In areas that are zoned for either low or medium density development, but at time of land development the future build out is undetermined, sewer servicing shall be upsized to ensure adequate capacity (eg. 5" service to be installed to property line).

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

Water

Design criteria will be in keeping with Mackenzie County's GMIS.

All new developments shall include the installation of municipal water which shall provide adequate fire flow volumes.

In areas that are to be developed as row housing or condominiums, each proposed unit shall receive a separate service from the main line.

In areas that are zoned for either low or medium density development, but at time of land development the future build out is undetermined, water servicing shall be upsized to ensure adequate capacity (eg. 1 ½" service to be installed to property line).

Private Servicing

For all high density or large lot development with multiple buildings serviced from an internal network, an isolation valve shall be provided at the property line. All internal underground servicing shall be engineered to meet AESRD, "Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems", and a copy of the engineered drawings shall be provided to the County for review before installation.

All private hydrants and valves shall be properly maintained to municipal standards. Preventative maintenance shall be performed annually, with records provided to the County Utilities department. Alternately, the Utilities department may be contracted to perform the preventative maintenance.

ROADS AND ROAD EDGE

Design criteria will be in keeping with Mackenzie County's GMIS.

All new roads constructed within hamlets shall be asphalt surfaced. Paving may be delayed until such time as there are additional paving projects in the area in order to save on cost and increase the project viability. In such cases of pavement delay the road base may require additional work prior to pavement application.

Arterial

Arterial roads shall be located as required to facilitate the efficient movement of vehicles and goods into and around a community. They shall typically be placed a minimum of 800 m apart, and shall primarily only be intersected every 300 m to 400 m by collector roads.

Where existing private properties already access directly onto an arterial road, sufficient traffic lanes must be provided to ensure a consistent traffic flow. Where possible, shared driveways and/or service roads shall be utilized in order to concentrate the turning movements of traffic.

Approach locations shall be well defined in order to help delineate where to expect traffic turning. Developments along arterial roads shall have parking areas of sufficient size so as to eliminate the need for traffic backing onto the roadway when leaving a property.

Driveways onto private properties shall be minimized, as moving traffic and goods are the primary priorities. Turning lanes shall be utilized to help maintain the flow of traffic with minimal disturbances.

It is anticipated that traffic signalization will be required where arterial roads intersect, and potentially where collector roads intersect with arterial. Traffic studies and signalization warrant reports shall be conducted for all such intersections, as deemed necessary by the County.

Conventional grass swales (ditches) may be utilized along arterial roads, but ditch slopes shall be a minimum of 4:1 to facilitate maintenance and esthetics. Where drainage swales may become too deep, grass swales shall be paired with a perforated pipe system under the swale. This reduces the width of ROW needed to facilitate the drainage, and improves esthetics, traffic safety and pedestrian walkability.

Arterial roads should not allow for any on street parking

Drought and salt tolerant deciduous trees shall be planted between the curb and sidewalk, to provide shade, provide protection, and help define the pedestrian space. It

is strongly encouraged to plant additional trees behind the sidewalk, on private property, in order to avoid conflicts with underground utilities.

Collector

Collector roads shall typically be spaced about 300 m to 400 m apart, with intersections onto arterial roads at the same intervals in order to facilitate efficient traffic movement. When deciding on collector road location, adjacent land uses and existing and proposed arterial and collector road locations shall be considered.

Hamlet collector roads constructed to a rural standard shall utilize grassy swales integrated with a perforated pipe system (bioswales). Conventional ditches shall be discouraged as part of any new hamlet development, unless appropriate rationale is provided. Appropriate rationale shall include a brief engineering report detailing why conventional ditches are the best choice for the community, and shall include items such as esthetics, maintenance and lifespan.

When possible, locate buildings which are likely to draw high amounts of traffic to property that has direct access to an arterial road.

In residential and commercial areas, buildings shall be located near the minimum setbacks from the street in order to provide a consistent frontage and improved esthetics. Parking shall ideally be located at the side or rear of commercial buildings.

Drought and salt tolerant deciduous trees shall be planted between the curb and sidewalk (if not monolithic), to provide shade, provide protection, and help define the pedestrian space. It is strongly encouraged to plant additional trees behind the sidewalk, on private property. Trees shall be located as to avoid conflicts with underground utilities.

Use curb bump-outs to help delineate parking lanes, and to prevent them from being used for through traffic.

Roundabouts are encouraged at intersections that are anticipated to see high traffic volumes but where signalization is not warranted. These are also effective at calming traffic and limiting speed while maintaining a consistent traffic flow. Consideration shall be given to ensure that sight lines are not negatively impacted at other intersections or onto private driveways.

Local

Local roads shall constitute the majority of roads within the communities. Their objective is to provide access to each individual property, and the primary purpose is to facilitate slow moving traffic frequently interrupted by vehicle turning movements and pedestrians.

On street parking is a staple feature of local roads in residential and commercial areas. Local roads constructed to a rural standard shall utilize bioswales for storm water catchment.

In commercial and residential areas buildings shall be located at the minimum setbacks from the street in order to provide a consistent frontage and improved esthetics. Parking shall ideally be located at the side or rear of commercial buildings.

Drought and salt tolerant deciduous trees shall be planted to provide shade and help define the pedestrian space. Trees shall be located as to avoid conflicts with underground utilities.

Core Hamlet

Roadways shall be designed to allow adequate movement of vehicular traffic with access to both on street parking and private parking. Pedestrian movement is a key consideration when considering streets within the Core district.

All curbs shall be straight faced with clearly defined driveway locations. Crosswalks shall be clearly marked, and may be located mid-block to help facilitate safe and efficient pedestrian movement.

Sidewalks shall be located on both sides of all streets, and be a minimum of 3 m in width in the Core area to help facilitate higher pedestrian volumes and encourage pedestrian traffic.

Deciduous trees shall be planted within or behind the sidewalks to provide shade, provide safety and to help delineate the pedestrian space. Property owners shall be strongly encouraged to plant trees on their properties to help create the sense of place and to ensure the Core is visually appealing and attracts pedestrian traffic.

Whenever possible, buildings, streets and sidewalks shall be oriented in a manner that capitalizes on sun exposure and slows winds from prevailing directions.

Sidewalks

Sidewalk grades shall be minimally impacted by driveways. The sidewalk surfacing material shall be continuous across the crossing.

In locations of high pedestrian traffic, create visually distinct markings (eg. colored pavement, zebra stripes) on the driving surface to delineate the pedestrian crossing locations.

Utilize curb bump-outs to reduce the length of crosswalks, prevent parking near intersections, and increase safety by eliminating the parking lanes as through traffic lanes.

Sidewalks shall be located in all areas where even moderate levels of pedestrian traffic are anticipated.

Sidewalks shall be located along both sides of arterial roads, both sides of collector roads where high traffic volumes are anticipated, and on one side along low volume collectors and local roads. Refer to the Zoning Standards Chart for additional information regarding the requirements for sidewalks.

Greenlink corridors shall have a sidewalk and an asphalt path, on opposite sides of the road ROW. This same standard shall be applied to arterial and high volume collector roads.

Where sidewalks are required along roads constructed to Rural Standard, the sidewalk shall be either 1.5 m wide concrete or 2.4 m wide asphalt.

Private Roads

Private streets shall be constructed to an appropriate comparable municipal standard as if it were a public road. This applies to developments such as Manufactured Home Parks and commercial developments with multiple tenants on a common property.

HAMLET REDEVELOPMENT

Design criteria will be in keeping with Mackenzie County's GMIS.

Redevelopment Standards

For all areas being redeveloped, the goal is to improve the infrastructure to match the criteria for new development of the same zoning. This will not always be possible because of the existing right-of-way widths and adjoining development.

Whenever a redevelopment is proposed and there are existing restrictions (eg. ROW widths), a brief engineering report shall be prepared outlining the long term benefits of working around the obstacles, or removing the obstacles and meeting the criteria of a new build.

This report shall include but shall not be limited to:

- short and long term cost analysis
- future traffic (vehicular and pedestrian) flow implications
- potential safety compromises (lane widths and sight distances)
- esthetic impact
- all other relevant information.

Consideration shall always be provided to account for continuity and additional future plans. If the esthetic of a neighborhood is to be maintained, careful consideration shall be given when upgrading a street to maintain the current esthetic. Careful transitioning from curb and gutter roads to roads with a detached sidewalk and bioswales may be necessary to match the esthetic of a neighborhood without negatively impacting the

overall esthetic along the roadway, or the pedestrian and vehicular traffic capabilities along the street.

Upgrading Priorities

When considering road upgrades with Hamlets, the County shall prioritize roads in the following order:

1. Arterial
2. Core
3. Collector
4. Local

See Appendix A for a map depicting road upgrades identified on a priority basis utilizing the above priority ranking.

Appendix A shall be reviewed annually by administration and further reviewed and approved by Council. This shall be utilized for budgeting purposes and growth considerations.

Funding

When upgrades to heavy commercial/industrial areas are warranted, the costs of asphalt and street lighting shall be split evenly between the County and property owners adjacent to the improvement area. The County will create local improvement bylaws to recoup the landowner costs.

LEAP FROG DEVELOPMENT

When a developer chooses to develop in an area that is not easily serviced by existing municipal infrastructure and where significant amounts of the newly installed infrastructure will remain underutilized at full build out of the proposed development, the developer shall upfront all costs of the installation of municipal infrastructure, including oversizing to provide future servicing of adjacent undeveloped lands.

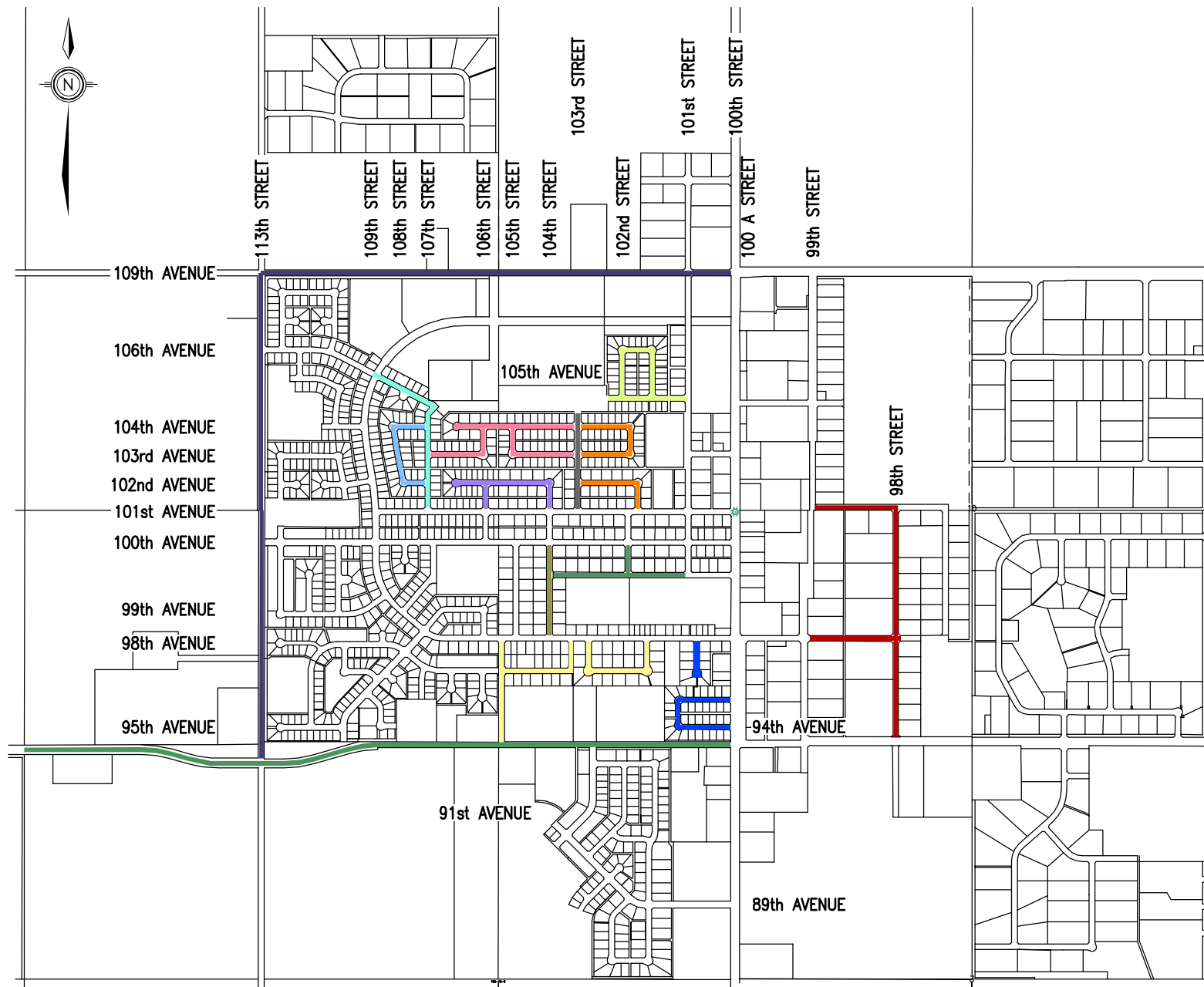
The County will endeavor to assist in the recovery of these costs from other benefitting lands at the time of the future developments primarily by way of issuing and collecting offsite levies but may also utilize different available tools.

	Date	Resolution Number
Approved	18-Jun-02	02-460
Amended	13-Jan-04	04-009
Amended	23-Jun-04	04-510
Amended	10-May-05	05-255
Amended	13-Dec-05	05-674
Amended	26-Mar-09	09-03-227

Amended	13-Oct-10	10-10-855
Amended	23-Feb-11	11-02-199
Amended	11-Feb-14	14-02-072
Amended	30-Jan-15	15-01-053

Appendix A

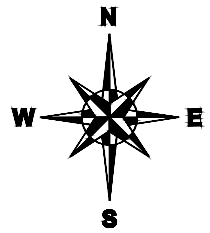
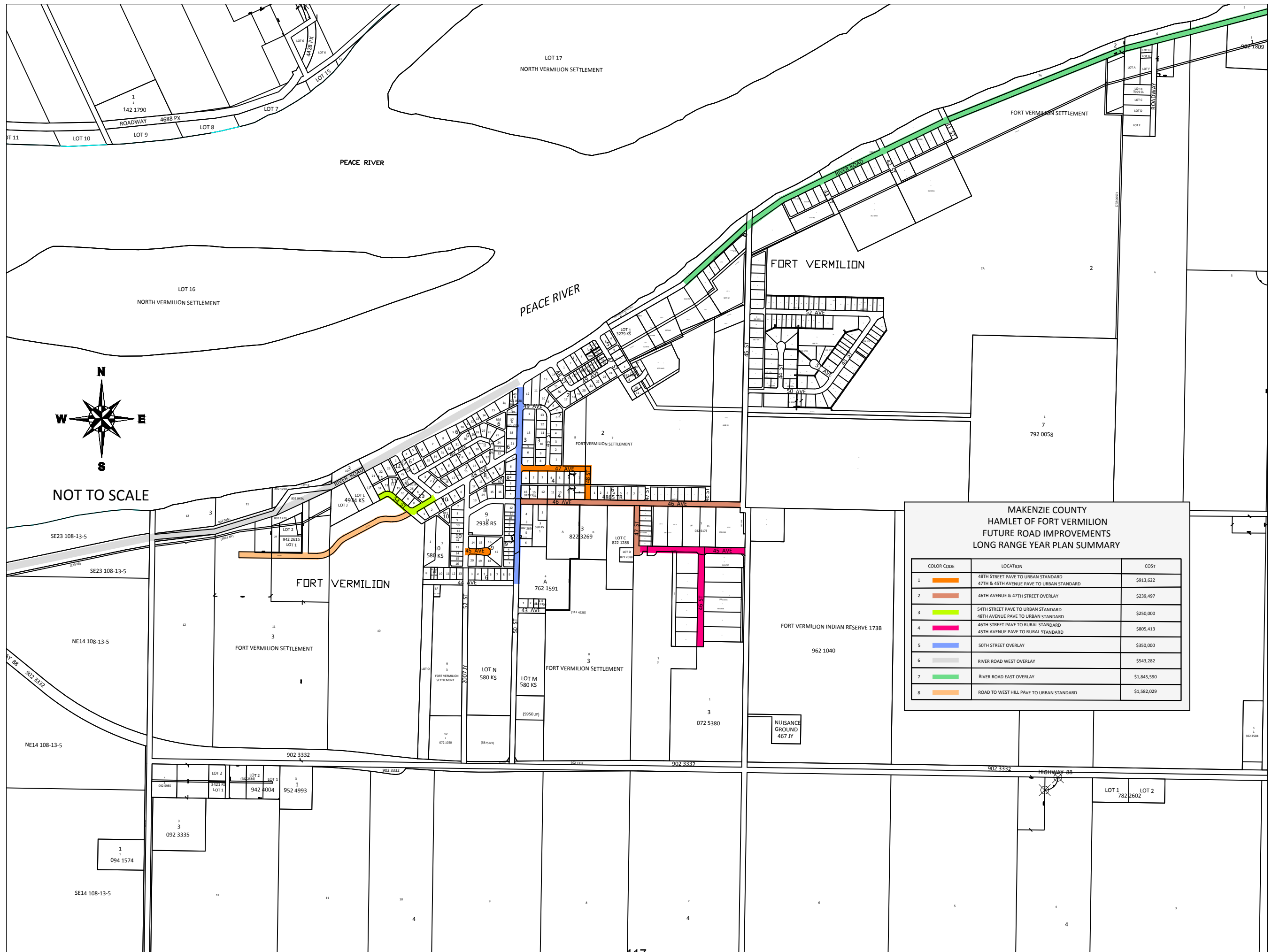
Hamlet road improvement maps



MACKENZIE COUNTY
 HAMLET OF LA CRETE
 FUTURE ROAD IMPROVEMENTS
 LONG RANGE PLAN SUMMARY

COLOUR CODE	LOCATION	COST
1	94th Avenue Recap	\$645,000
	94th Avenue West of 113th Street Base & Paving	\$945,000
	99th Avenue Paving to Urban Standard	\$1,480,000
	Traffic Lights	\$200,000
2	104th Street Pave to Rural Standard	\$360,000
3	95th & 96th Avenue Pave to Urban Standard	\$1,260,000
	101st Street Pave to Urban Standard	\$320,000
4	106th Street Pave to Urban Standard	\$920,000
	97th Avenue Pave to Urban Standard	\$2,060,000
5	109th Avenue Base & Paving to Rural Standard	\$1,900,000
	113th Street Base & Paving to Rural Standard	\$1,900,000
6	103rd Street Pave to Urban Standard	\$890,000
7	107th Street & 106th Avenue Pave to Urban Standard	\$1,600,000
8	102nd, 103rd, & 104th Avenue Pave to Rural Standard	\$850,000
9	102nd Avenue Pave to Rural Standard	\$600,000
10	103rd & 104th Avenue Pave to Rural Standard	\$1,160,000
11	108th Street Pave to Rural Standard	\$450,000
12	105th & 106th Avenue Pave to Rural Standard	\$840,000
13	98th Street Base & Paving to Rural Standard	\$1,740,000
	TOTAL=	\$20,120,000

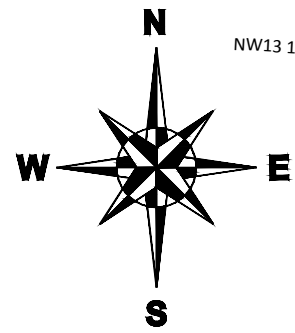
SCALE 1:20,000
 NOVEMBER 25, 2014



NOT TO SCALE

**MAKENZIE COUNTY
HAMLET OF FORT VERMILION
FUTURE ROAD IMPROVEMENTS
LONG RANGE YEAR PLAN SUMMARY**









COLOR CODE	LOCATION	COST
1	48TH STREET PAVE TO URBAN STANDARD 47TH & 45TH AVENUE PAVE TO URBAN STANDARD	\$913,622
2	46TH AVENUE & 47TH STREET OVERLAY	\$239,497
3	54TH STREET PAVE TO URBAN STANDARD 48TH AVENUE PAVE TO URBAN STANDARD	\$250,000
4	46TH STREET PAVE TO RURAL STANDARD 45TH AVENUE PAVE TO RURAL STANDARD	\$805,413
5	50TH STREET OVERLAY	\$350,000
6	RIVER ROAD WEST OVERLAY	\$543,282
7	RIVER ROAD EAST OVERLAY	\$1,845,590
8	ROAD TO WEST HILL PAVE TO URBAN STANDARD	\$1,582,029

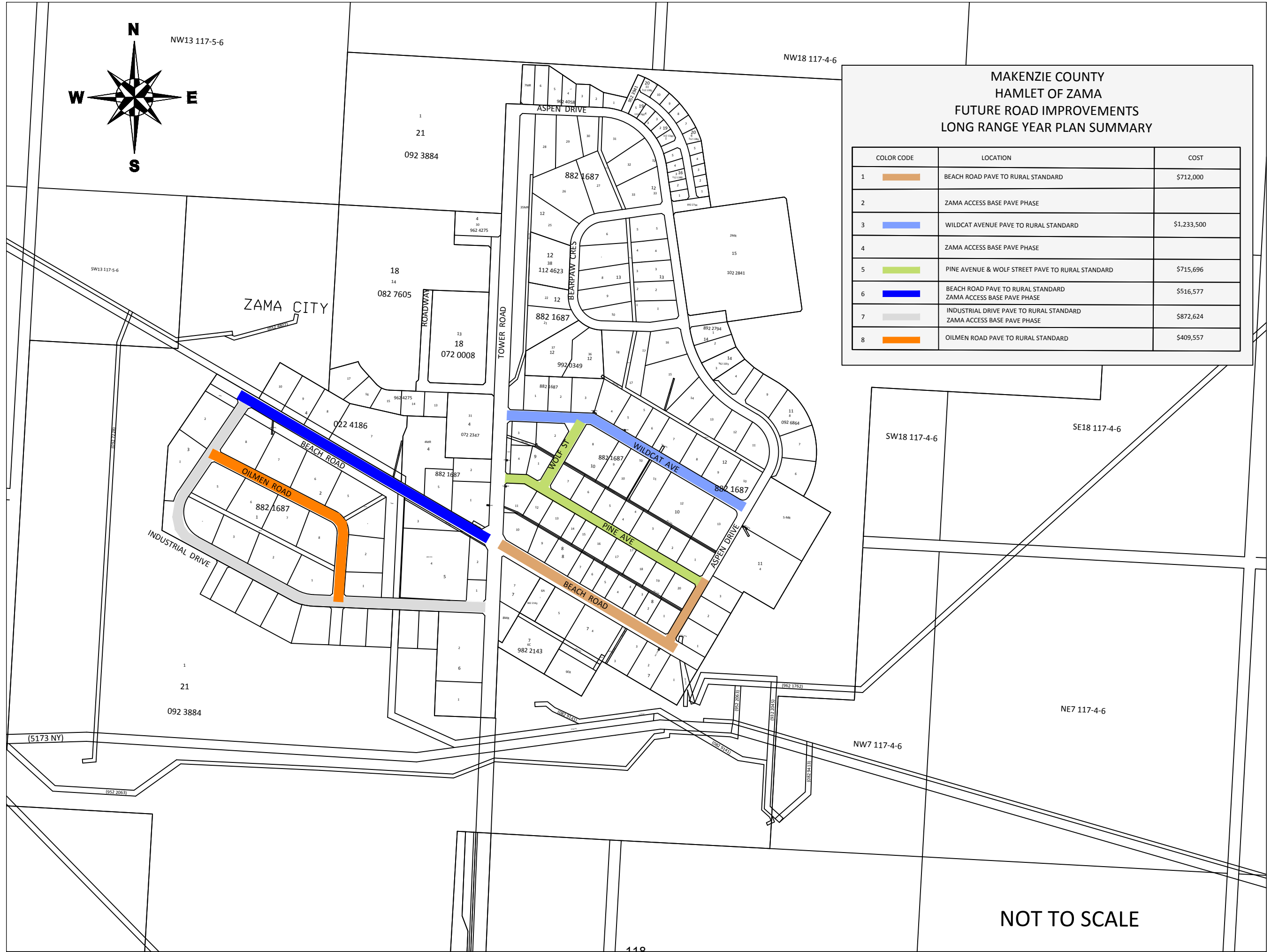


NW13 117-5-6

NW18 117-4-6

**MAKENZIE COUNTY
HAMLET OF ZAMA
FUTURE ROAD IMPROVEMENTS
LONG RANGE YEAR PLAN SUMMARY**

COLOR CODE	LOCATION	COST
1 	BEACH ROAD PAVE TO RURAL STANDARD	\$712,000
2 	ZAMA ACCESS BASE PAVE PHASE	
3 	WILDCAT AVENUE PAVE TO RURAL STANDARD	\$1,233,500
4 	ZAMA ACCESS BASE PAVE PHASE	
5 	PINE AVENUE & WOLF STREET PAVE TO RURAL STANDARD	\$715,696
6 	BEACH ROAD PAVE TO RURAL STANDARD ZAMA ACCESS BASE PAVE PHASE	\$516,577
7 	INDUSTRIAL DRIVE PAVE TO RURAL STANDARD ZAMA ACCESS BASE PAVE PHASE	\$872,624
8 	OILMEN ROAD PAVE TO RURAL STANDARD	\$409,557



NOT TO SCALE



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone (780) 927-3718 Fax (780) 927-4266
www.mackenziecounty.com

November 26, 2014

David Zacharias

305-DP-14

La Crete, AB T0H 2H0

Dear Mr. Zacharias:

Attached please find your approved Development Permit. The Development Permit contains special conditions that are specific to your development project. Please review all of the conditions carefully and ensure that action has been taken for each item.

Furthermore, your development project may require Safety Code Permits. Safety Codes Permits consist of Building, Electrical, Gas, Plumbing and Private Sewage Disposal Systems. Please contact the Mackenzie County Permit Clerk at (780) 928-3983 for further information on the required Safety Codes Permits.

Please ensure that all permits and approvals have been obtained prior to the commencement of your project.

If you have any questions or concerns regarding this matter, please contact the Planning and Development Department at 780-928-3983 or stop by the office. Our office hours are 8:15 a.m. to 4:30 p.m., Monday through Friday.

Yours truly,

Caitlin Smith
Development Officer

Enclosure



Mackenzie County

4511-46th Avenue

P.O Box 640, Fort Vermilion, AB T0H 1N0

Phone (780) 927-3718

Fax (780) 927-4266

Development Approving Authority

Application No.: 305-DP-14
Legal Description: Plan 982 5932, Block 01, Lot 01
Applicant: David Zacharias
Address: [REDACTED]
La Crete, AB T0H 2H0
Development: **Recreational Vehicle Park**
DECISION: **APPROVED (See Attached Conditions)**

Development Permit

This permit is issued subject to the following conditions:

- (a) That the development or construction of the said land(s) will not begin until December 11, 2014.
- (b) That the development or construction shall comply with the conditions of the decision herein contained or attached.
- (c) That the development or construction will be carried out in accordance with the approved plans and application.
- (d) That this permit shall be invalid should an appeal be made against the decision. Should the Subdivision and Development Appeal Board approve the issuance of this permit, this permit shall be valid from the date of decision, and in accordance with the conditions, of the Subdivision and Development Appeal Board.
- (e) This permit is valid for a period of 12 months from the date of issue or the date of an approved decision of the Subdivision and Development Appeal Board. If at the expiry of this period the development or construction has not been commenced or carried out with reasonable diligence this permit shall be invalid.

Date November 26, 2014

[REDACTED]
Municipal Planning Commission



Mackenzie County

4511-46th Avenue

P.O. Box 640, Fort Vermilion, AB T0H 1N0

Phone (780) 927-3718

Fax (780) 927-4266

Development Approving Authority

305-DP-14

CONDITIONS OF APPROVAL

FAILURE TO COMPLY WITH ONE OR MORE OF THE ATTACHED CONDITIONS SHALL RENDER THIS PERMIT NULL AND VOID

1. This Development Permit is for the **APPROVAL** of a Recreational Vehicle Park with ten (10) lots. Should more lots be required, the developer must apply for another development permit prior to occupying additional lots.
2. Minimum parking setbacks:
 - a) **9.1 meters (30 feet) facing front (South) yard;**
 - b) **3.1 meters (10 feet) from all other property lines.**
3. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
6. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
7. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
8. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
9. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.

11. Wiring and conduits of the sign must be concealed from view.
12. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
13. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
14. 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.
15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

Please note

1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. The Mackenzie County, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.
2. **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the basement and/or flooding of the basement, and/or any ancillary buildings.**
3. Obtain all the required Safety Codes Permits pertaining to your development. These permits consist of Building, Gas (Propane), Electrical, Plumbing and Private Sewage Disposal Systems.
4. Call 'Alberta-One-Call' before you dig. (1-800-242-3447).

It is the responsibility of the developer to ensure that the proposed development meets the requirements of the provincial Safety Codes Act. For more information on the necessary Safety Codes Permits, contact Mackenzie County's Permit Clerk at 780-928-3983.

November 26, 2014
Date of Issue of Notice of Decision



Municipal Planning Commission

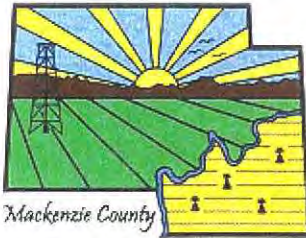
Important Notices

1. You may wish to appeal the decision of the Development Authority to the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either in person or by mail so as to reach the Secretary of Subdivision and Development Appeal Board at the Mackenzie County office not later than fourteen (14) days after the date of Issue of Notice of Decision.
2. The Land Use Bylaw 462/04 provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Secretary of the Subdivision and Development Appeal Board within fourteen days after the Notice of Decision is published in the local newspaper.
3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject to an appeal upon a question of law or jurisdiction pursuant to section 688 of The Municipal Government Act. An application for leave to appeal to the Court of Appeal must be made:
 - (a) to judge of the Court of Appeal; and
 - (b) within thirty (30) days after the issue of the decision sought to be appealed.

Right of Appeal

Sections 683, 684, 685, and 686 of the Municipal Government Act, 2008, states:

- 683 Except as otherwise provided in a land use bylaw, a person may not commence any development unless the person has been issued a development permit in respect of it pursuant to the land use bylaw.
- 684 An application for a development permit is, at the option of the applicant, deemed to be refused if the decision of a development authority is not made within 40 days after receipt of the application unless the applicant has entered into an agreement with the development authority to extend the 40-day period.
- 685 (1) If a development authority
- (a) Fails or refuses to issue a development permit to a person,
 - (b) issues a development permit subject to conditions, or
 - (c) issues an order under section 645,
- the person applying for the permit or affected by the order under section 645 may appeal to the subdivision and development appeal board.
- (2) In addition to an applicant under subsection (1), any person affected by an order, decision or development permit made or issued by a development authority may appeal to the subdivision and development appeal board.
- (3) Despite subsections (1) and (2), no appeal lies in respect of the issuance of a development permit for a permitted use unless the provisions of the land use bylaw were relaxed, varied or misinterpreted.
- 686 (1) A development appeal to a subdivision and development appeal board is commenced by filing a notice of the appeal, containing reasons, with the board within 14 days,
- (a) in the case of an appeal made by a person referred to in section 685 (1), after
 - (i) the date on which the person is notified of the order or decision or the issuance of the development permit, or
 - (ii) if no decision is made with respect to the application within the 40-day period or within any extension under section 684, the date the period or extension expires,
 - (b) in the case of an appeal made by a person referred to in section 685 (2), after the date on which the notice of the issuance of the permit was given in accordance with the land use bylaw.
- (2) The subdivision and development appeal board must hold an appeal hearing within 30 days of receipt of a notice of appeal.
- (3) The subdivision and development appeal board must give at least 5 days notice in writing of the hearing
- (a) to the applicant,
 - (b) to the development authority whose order, decision or development permit is the subject of the appeal, and
 - (c) to those owners required to be notified under the land use bylaw and any other person that the subdivision and development appeal board considers to be affected by the appeal and should be notified.
- (4) The subdivision and development appeal board must make available for public inspection before the commencement of the hearing all relevant documents and materials respecting the appeal, including
- (a) the application for the development permit, the decision and the notice of appeal, or
 - (b) the order under section 645.
- (5) In subsection (3), "owner" means the person shown as the owner of land on the assessment roll prepared under Part 9.



DEVELOPMENT PERMIT APPLICATION

Admin Use Only	
Development Permit # 305-DP-14	
Date Received November 13, 2014	
Date Accepted November 26, 2014	

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the supporting information submitted which will form part of this application.

APPLICANT INFORMATION

Applicant Name David Zachary		Registered Landowner Name (If different than Applicant) Same	
Address [Redacted]		Address	
La Crete			
Alberta T0H 2H0			
E-mail [Redacted]		E-mail	
Telephone (Res) [Redacted]	Work or Cell [Redacted]	Telephone (Res)	Work or Cell

LAND INFORMATION

Legal description of proposed development site									
Registered Plan # 9825932	Block 1	Lot 1	Stall	OR	QTR/LS SE	SEC 16	TWP. 106	RG 15	M 5
Civic Address				Ward 3	MLL/MS/TFA		Acres/Ha		
Hamlet La Crete							Quarter Section <input type="checkbox"/>	Acreage <input type="checkbox"/>	
Description of existing use of land: <u>Res House, Garage, Conset Storage shed</u>									

DEVELOPMENT INFORMATION

Describe proposed development: <u>Recreational Park</u>				
<u>10 unserviced lots</u>				
<input type="checkbox"/> Dwelling (Inc home additions)	<input type="checkbox"/> Temporary Structure	<input type="checkbox"/> Other _____		
<input type="checkbox"/> Secondary residence	<input type="checkbox"/> Garage, shop, shed (circle one)	<input type="checkbox"/> Commercial /Industrial Building		
<input type="checkbox"/> Modular/Manufactured Home	<input type="checkbox"/> Moved in Building	<input type="checkbox"/> Public Use Building		
Building Size				
Length	Width	Height (Grade to peak)	Sq ²	Other



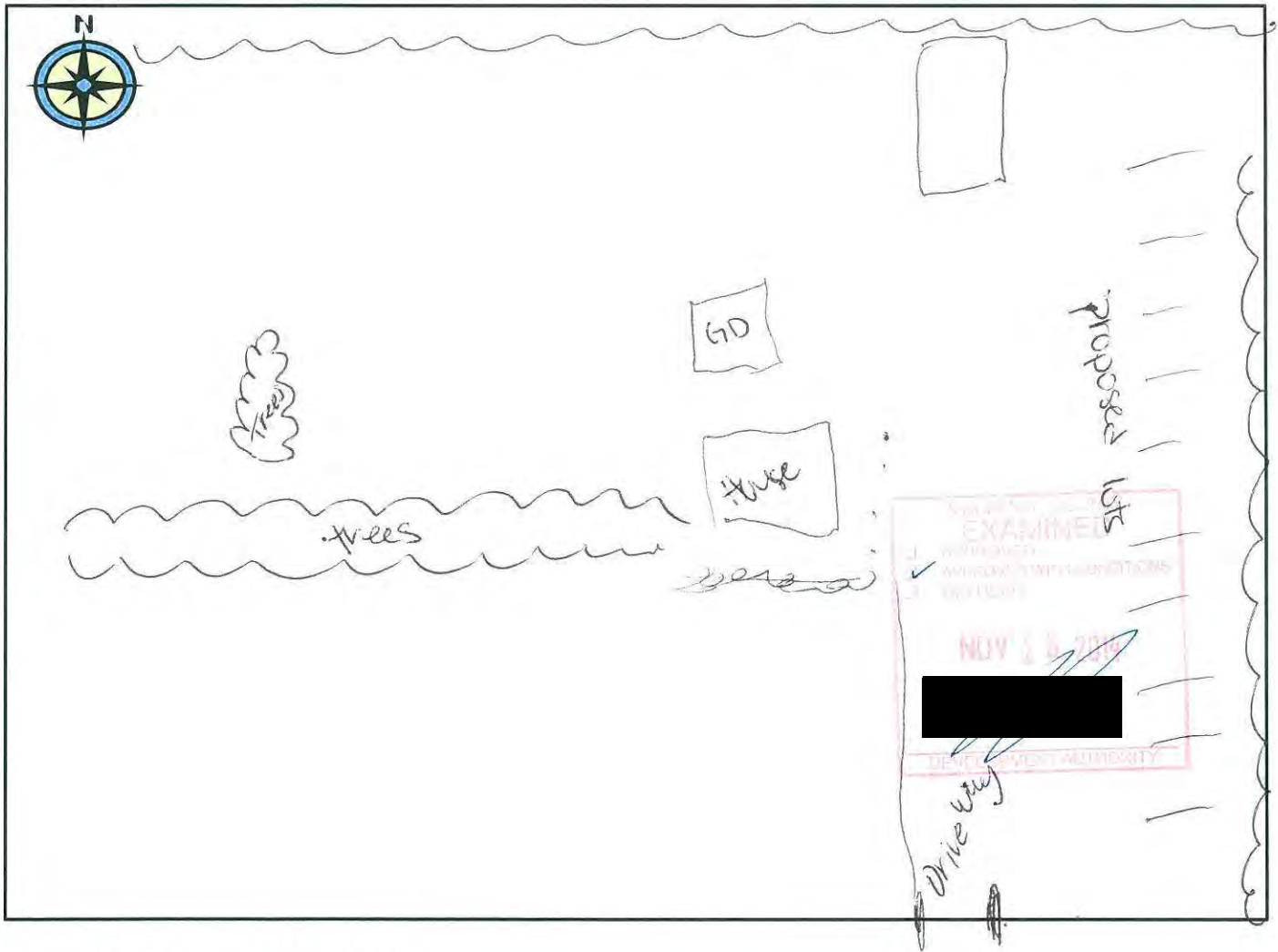
Development Permit Application

Site Plan

QTR./L.S. SEC TWP RG M PLAN NO. BLK. LOT Size of Parcel
 SE 16 106 15 5 or 9825932 01 01 and 6.8 ac. ha.

Date of site plan: _____

Remarks: _____



Information Checklist for Site Plan

- ___ location/distance of existing buildings from property lines
- ___ location of access/driveway, and distance from intersections
- ___ location of shelterbelts and/or treed areas
- ___ location of parking and loading areas

- ___ location/distance of proposed buildings from property lines
- ___ ravines, creeks, lakes, sloughs, and any other water bodies
- ___ location of road(s), road allowances
- ___ length and width of property

Setbacks from Property Lines

FRONT YARD	ft
_____	m

REAR YARD	ft
_____	m

SIDE YARD (1)	ft
_____	m

SIDE YARD (2)	ft
_____	m

Development Permit Property



File No: 305-DP-14

DISCLAIMER

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.



Mackenzie County

NOT TO SCALE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	PAPI Light Update

BACKGROUND / PROPOSAL:

At the previous Council meeting a motion was made requesting administration to provide an update regarding PAPI (Precision Approach Pathway Indicator) lighting at the La Crete and Fort vermilion airports.

OPTIONS & BENEFITS:

PAPI lights were installed at both airports as part of the improvements that the County undertook in 2010. PAPI lights are a visual guidance aid to assist pilots in landing aircraft at night.

During the commissioning process, obstacles (trees and other physical obstacles) were identified at each airport that prevented the County from receiving the clearance needed to turn on the PAPI lights. The lights have remained locked out ever since, even though some work has been completed. Attached is a copy of the deficiency report from the commissioning of the La Crete airport after the improvements had been completed.

Over the past few years the emphasis has primarily been on getting the La Crete airport PAPI lights approved. Local pilots have pushed, assisted and facilitated some of the work, which has resulted in many trees being cleared on adjacent private land at no cost to the County. At some point after a bunch of clearing was completed, the La Crete airport was inspected again to see if the PAPI lights could be certified for use, but there were apparently still physical obstacles.

Details of the obstacles are unknown. It appears that the County used someone other than the original engineering consultant to complete the inspection, and no correspondence can be tracked down that provides any detail regarding the obstacles or results of the inspection.

Author: B. Peters **Reviewed by:** _____ **CAO:** JW

Administration recommends that, in order to move the process along the fastest, the original consultant be hired to survey the areas of original concern and clearly identify where the obstacles are. This may be a redundant step, but without knowing where it's at, Administration is unsure how to move forward without spending the money to complete the survey and effectively go back three years and start from scratch.

Fort Vermilion Airport:

Administration is looking into the situation at the Fort Vermilion and what it will take to get the PAPI lights at that airport certified for use. At present, Administration is not able to track down the deficiency report of the airport commissioning. It is our understanding that trees in the one cemetery would require removal or significant trimming; additional investigation is required. There are no other details to provide at this point.

Administration will also work with the original consultant to identify the issues to move this project forward.

COSTS & SOURCE OF FUNDING:

La Crete Airport:

The survey estimate is \$7000. There would also be the additional cost of removing obstacles and getting the PAPI's inspected again.

Total project cost is unknown, and likely to vary depending on the obstacles and the neighboring land owners' willingness to work with the County to remove the obstacles.

There is \$13,889 remaining in a capital project for the La Crete airport for Instrument Approach.

Fort Vermilion Airport:

There is also \$16,382 in a carried forward capital project for Fort Vermilion Airport Development.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

As required.

Author: B. Peters Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the PAPI light update be received for information.

Author: B. Peters Reviewed by: _____ CAO: JW

July 28th, 2012
Project # IASL 138E

96 Lancaster Crescent
St. Albert, Alberta
T8N 2N8
Telephone: (780) 418-3054
Fax: (780) 401- 3137
Cell: (780) 920-4711 (Stan)
Cell: (780) 915-4062 (Paul)
iasl@telus.net (Stan)
iasl@shaw.ca (Paul)

Integrated Airport Systems Ltd.

INSPECTION-WARRANTY REPORT – La Crete Airport

DATE: July 28th, 2012

TIME: 10:30 Hours – 12:30 Hours July 28th, 2012

LOCATION: La Crete Airport

WEATHER: Sunny + 28°C

CLIENT: Focus Corporation

SUBJECT: M.I. Airfield Lighting and Associated Site Work

ATTENDEES:

Representatives	Mackenzie County
Paul Ouwerkerk -	Integrated Airport Systems Ltd.
Stan Kolomyjec, P.Eng. -	Integrated Airport Systems Ltd.
Harvey Derksen and Representatives -	Red Line Electric Ltd.

DISTRIBUTION:

Doug Schuler (doug.schuler@focus.ca)
Jason Schuler (jason.schuler@focus.ca)
Integrated - Kolomyjec (iasl@telus.net)
Harvey Derksen (rdline@telusplanet.net)

July 28th, 2012

Project # IASL 138E

INSPECTION-WARRANTY REPORT – La Crete Airport (Electrical)

Introduction and Purpose of Review

In response to the request from Focus Corporation, a Precision Approach Path Indicator (PAPI) commissioning and warranty site review was carried out on July 28th, 2012 with Mackenzie County, Red Line Electric, and Integrated Airport Systems Ltd. representatives. The Purpose of the inspection was to commission the project installations, review installations to date, report contract and warranty deficiencies, and provide recommendations for corrective action.

Overview of Listed Deficiencies - Inspection November 6th 2010

→ Electrical items identified in the last inspection on November 6th, 2010 have been corrected with the exception of the following:

Observations July 28th, 2012:

M.I. Edge Lights

- **Grading around pullpits to lid elevation c/w seeding of affected areas required.**
- Circuit identification tags required on all cables; i.e. both sides of each primary connector. (Completed for pullpit installations) – **Tags required in J.B. mounted on regulator building.**

PAPI'S RWY 07 & 25

- **Conformation of design angle settings requires verification prior to commissioning of PAPI units. Civil work** tree obstructions and obstacles require clearing. The PAPI's on Runways 07 and 25 are **Not Certified** for operation; maintain lockouts until civil obstruction zoning is completed to TP-312 4th Edition Standards.
- Finish grading around pulpits and PAPI units required. **Grading around pullpits needs to be brought up flush with the lids and the affected areas seeded.**
- PAPI circuit in Junction box outside of FEC building, (No heat shrinks for this connection point). **Tags required in J.B. mounted on regulator building.**

AIRFIELD GUIDANCE SIGNS

- Grading at a 1:10 slope around pulpits and signs required. **Grading around pullpits needs to be brought up flush with the lids and the affected areas seeded.**

AIRCRAFT PARKING PLUGS

- Circuit identification tags required in pulpits, junction boxes and parking pedestals. **(Confirm Tags in building J.B.)**

July 28th, 2012

Project # IASL 138E

INSPECTION-WARRANTY REPORT – La Crete Airport (Observations Electrical Continued)

APRON FLOOD LIGHTS

- ➔ Circuit identification tags required in pulpits, junction boxes and flood light pole hand hole. **(Confirm Tags in building J.B.)**

FEC BUILDING

- ➔ Circuit identification tags required in pulpits, junction boxes and troughs. **(Contractor to confirm)**
- ➔ Electrical inspection report required from authority in jurisdiction required. **(Contractor to provide)**

PAINT LINES

- ➔ Aircraft tie down's (See dwg E-07), **(Contractor to grind down pipe pile flush with asphalt)**

SPARES

- ➔ Provide spares for equipment as per specified requirements c/ w typed inventory list. **(Contractor to verify and provide spare parts c/w list)**

Circuit Insulation values (Megger Reading)

The Airfield Lighting series circuits were meggered using a Simpson Model 405 Megger. The results of these megger readings determine the insulation values for the high voltage 5 kV Airfield Lighting circuits. Tests were performed to standard on the 5,000 V scale.

- ➔ Specified minimum acceptance standard is 1000.0 MΩ.
- ➔ All circuits exceeded 1,000.00 MΩ. (Test Date July 28th, 2012)

Installations to-date are acceptable pending correction / completion of the above. Attention needs to be undertaken on the remaining installations to ensure final warranty items are addressed.

Work to-date is excellent quality. Red Line Electric has performed to high standards on the project.

July 28th, 2012

Project # IASL 138E

INSPECTION-WARRANTY REPORT – La Crete Airport (Observations Civil)

Observations July 28th, 2012:

STROBE BEACON AND TOWER

→ The proposed hangar development adjacent the tower will require height extension of the tower above the roof line elevation of the proposed structure.

General Notes:

The PAPI's on Runways 07 and 25 are **Not Certified** for operation. **An obstruction survey is required** to TP-312 4th Edition standards. (See 5.3.6.23 through 5.3.6.26 and table 5-7 and figure 5-17).

1. Approach slope surface angle clearance 1:40 (1.43°) from horizontal at a transverse divergence angle of 13.5° from the 60m runway end strip corner position. The minimum approach surface protection distance is 3000.0m.
2. PAPI obstruction protection surface angle clearance of (1.93°) up at a transverse divergence angle of 13.5° from the 60m runway end strip corner position. The minimum PAPI obstacle protection surface distance is 15,000.0m
3. The Threshold Runway centerline elevation (Displaced RWY 07 and RWY end 25) shall be used from the 60m runway end strip position.
4. The existing trees and obstructions within the approach surface will require removal prior to PAPI certified in-service operation.
5. Fences installed within the 75m strip width and transition surface are to be removed or re-located.
6. Trees within the 75m Runway strip width transition surface 1:7 (8.13°) to 45m above the aerodrome reference point are to be removed.
7. The road with-in the approach slope surface on runway 25 is to be removed; alternatively a minimum elevation clearance of 4.3m from crown of the road to the approach slope surface is to be provided. In lieu of the above; permanent road closure barricades are to be installed outside of the 13.5° approach slope surface divergence.
8. Drain pipe markers are to be removed or replaced with frangible non-ferrous stakes. Recommend orange edge light marker rods bolted to pipe ends.

July 28th, 2012

Project # IASL 138E

INSPECTION-WARRANTY REPORT – La Crete Airport (Observations Civil Continued)

- 9.** The wind direction indicators on Runways 07 and 25 are not installed to code requirements for the minimum lateral 60m distance from the edge of runway. Mackenzie County has directed this code and design deviation and are responsible to the authority in jurisdiction and facility users for this code variation.

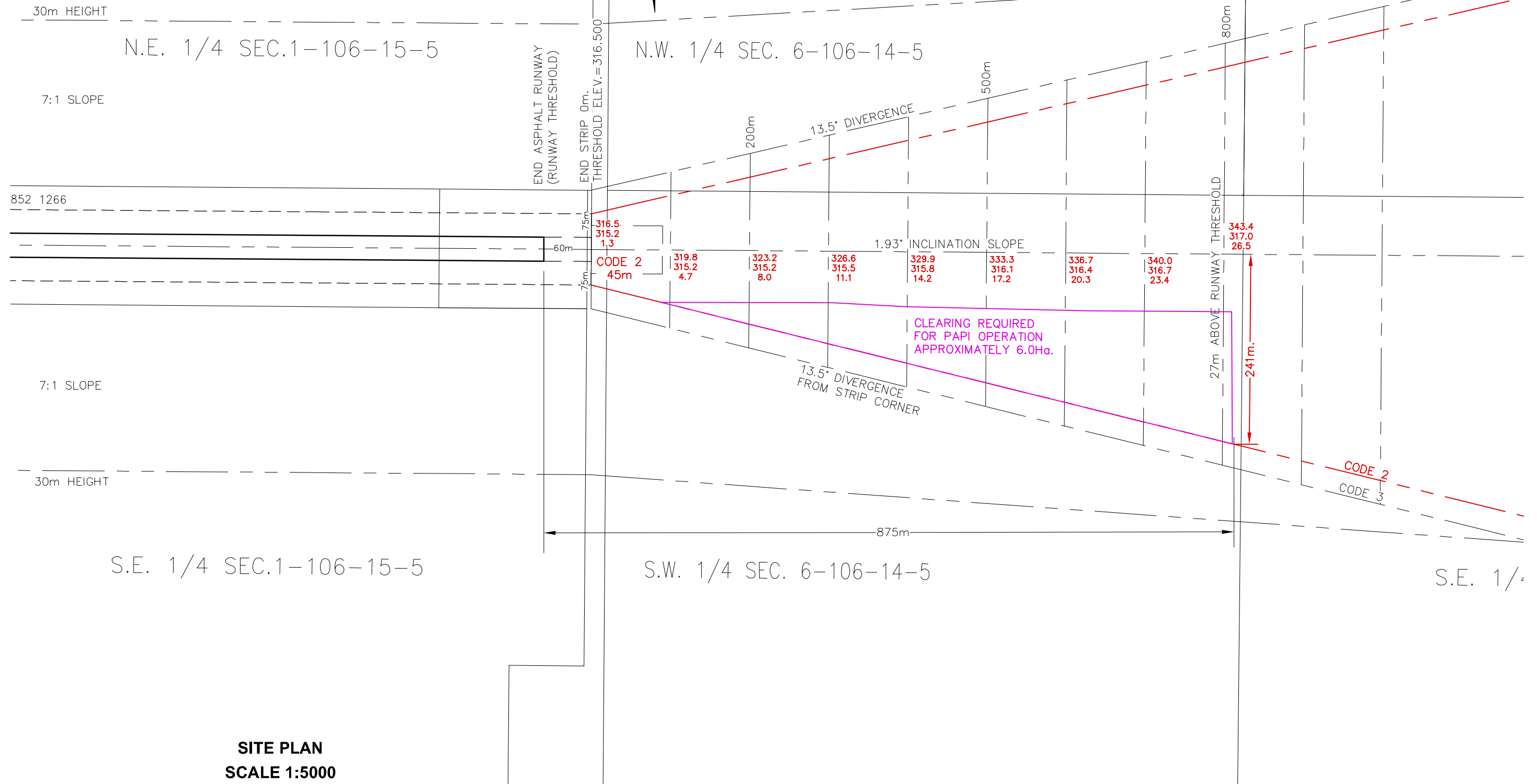
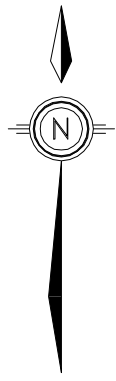
- 10.** The Airport Operations Manual and Canadian Flight Supplement is to be amended to reflect the current status of the airport.



Paul Ouwerkerk
Senior Project Manager, Principal
Integrated Airport Systems Ltd.

N.E. 1/4

- 500.2m - PAPI PROTECTION ZONE ELEVATION
- 475m - ESTIMATED GROUND ELEVATION
- 24.8m - ESTIMATED MAXIMUM TREE HEIGHT



SITE PLAN
SCALE 1:5000



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Bylaw 990-15 Community Aggregate Payment Levy Bylaw

BACKGROUND / PROPOSAL:

Mackenzie County Council made the first reading to Bylaw 990-15, being the Community Aggregate Payment Levy bylaw at their April 14 2015 meeting.

OPTIONS & BENEFITS:

The revisions to the bylaw include:

- Changing the reporting requirements from quarterly to annual;
- Changing the wording for applying a penalty for late reporting from “up to \$1,000” to a definite set amount of “1,000”.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Notify all affected gravel operators by letter with a copy of the amended bylaw.

Author: M. Schonken **Reviewed by:** _____ **CAO:** JW

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Motion 1:

That second reading be given to Bylaw 990-15, being the Community Aggregate Payment Levy Bylaw that authorizes the imposition of a levy in respect of all sand and gravel businesses operating in the Mackenzie County.

- Simple Majority Requires 2/3 Requires Unanimous

Motion 2:

That third reading be given to Bylaw 990-15, being the Community Aggregate Payment Levy Bylaw that authorizes the imposition of a levy in respect of all sand and gravel businesses operating in the Mackenzie County.

Author: _____ Reviewed by: _____ CAO: JW

**BYLAW NO. 990-15
BEING A BYLAW OF**

Mackenzie County

(hereinafter referred to as “the Municipality”)

IN THE PROVINCE OF ALBERTA

This bylaw authorizes the Council of the Municipality the imposition of a levy in respect of all sand and gravel businesses operating in Mackenzie County.

WHEREAS, pursuant to the provisions contained in the Municipal Government Act (Alberta), section 409.1, the Council of the Municipality is authorized to pass a community aggregate payment levy bylaw to impose a levy in respect of all sand and gravel businesses operating in the Municipality to raise revenue to be used toward the payment of infrastructure and other costs in the Municipality; and

WHEREAS, Alberta Regulation 263/2005 made pursuant to section 409.3 of the said Act specifies that any Bylaw passed pursuant to section 409.1 must contain certain provisions including the maximum levy which may be imposed under the Bylaw; and

WHEREAS, the Council of the Municipality has determined that it is in the best interests of the residents of Mackenzie County that a Bylaw be passed pursuant to section 409.1 of the said Act to impose a levy in respect of all sand and gravel businesses operating in the Municipality; and

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

DEFINITIONS:

1. In this Bylaw:
 - a) “Act” means the Municipal Government Act R.S.A. 2000 c. M-26;
 - b) “Aggregate” means sand and gravel or both as found naturally or stockpiled;

- c) "Municipality" means Mackenzie County;
- d) "Crown" means the Crown in the right of Alberta or Canada;
- e) "Levy" means the community Aggregate payment levy as authorized by this Bylaw;
- f) "Operator" means a person engaged in extracting Aggregate for Shipment;
- g) "Pit" means a location where Aggregate can be, is or has been extracted from its naturally occurring location;
- h) "Shipment" means a quantity of Aggregate hauled from the Pit where it was extracted.

OPERATOR REPORTING REQUIREMENTS:

- 2. All Operators in the Municipality shall report all Shipments of Aggregate in tones from any Pit within the boundaries of the Municipality on an annual basis within fourteen (14) days of December 31st in each calendar year, such report to be in the form attached as Schedule "A" to this Bylaw.
- 3. The Municipality shall record the Aggregate shipped by each Operator for each quarter on an Aggregate shipped tonnage roll based upon the report or reports filed by each Operator pursuant to section 2 of this Bylaw.
- 4. The Municipality shall send a levy notice under this Bylaw to each Operator setting out the amount of the Levy payable by the Operator based upon the Aggregate shipped tonnage roll recorded by the Municipality pursuant to section 3 of this Bylaw within thirty (30) days of December 31st in each calendar year.
- 5. In the case of any Operator who shall be unable to provide a measurement of weight for the amount of the Aggregate in any Shipment, the Operator shall use the following conversion rates to record Shipments in tones for the purpose of reporting under section 2 of this Bylaw:
 - a) 1 cubic meter = 1.365 tonnes for sand; and
 - b) 1 cubic meter = 1.632 tonnes for gravelwhere 1 cubic meter is equal to 1.308 cubic yards.

LEVY RATE, PAYMENT AND COLLECTION OF LEVY:

6. The uniform Levy Rate for all Shipments of Aggregate from Pit within the Municipality shall be \$.25 per tonne of Aggregate and the amount of the Levy for each quarter to be imposed upon an Operator shall be determined by multiplying the number of tones of Aggregate for each quarter , as shown on the Aggregate shipped tonnage roll provided for in section 3 of this Bylaw, by the Levy Rate as specified by this Bylaw.
7. An amount owing to the Municipality by an Operator as shown on the Levy notice sent to the Operator pursuant to section 4 of this Bylaw shall be paid by the Operator within thirty (30) days of the date or mailing of the Levy notice.
8. An Operator shall provide the Municipality with written notice of a mailing address to which all notices under this Bylaw and Division of Part 10 of the Act may be sent.

EXEMPTIONS FROM LEVY:

9. No Levy under this Bylaw shall be imposed by the County on the following Shipments of Aggregate:
 - a) A Shipment from a Pit owned or leased by the Crown for a use or project that is being undertaken by or on behalf of the Crown;
 - b) A Shipment from a Pit owned or leased by a municipality for a use or a project that is being undertaken by or on behalf of a municipality;
 - c) A Shipment from a Pit owned or leased by the Crown of a municipality for a use or a project that is being undertaken by or on behalf of the Crown of a municipality; and
 - d) A Shipment which is required pursuant to a road haul agreement or a development agreement for the construction, repair or maintenance of a road or roads described in the said agreement that is necessary to provide access to the Pit from which the Aggregate is extracted.
10. An Operator shall report all Shipments of Aggregate as provided for in this Bylaw even though one or more of such Shipments may be exempt under this Bylaw from the Levy.

PENALTIES:

11. Any person who fails to comply with any provisions of this Bylaw shall be guilty of an offence and liable on summary conviction to a fine of One Thousand (\$1,000) Dollars.

EFFECTIVE DATE:

12. This bylaw shall become effective on the date on which this Bylaw is passed pursuant to the Act.

First Reading given on the 14th Day of April, 2015.

(signature on file)
Bill Neufeld, Reeve

(signature on file)
Joulia Whittleton, Chief Administrative
Officer

Second Reading given on the Day of , 2015.

Bill Neufeld, Reeve

Joulia Whittleton, Chief Administrative
Officer

Third Reading and Assent given on the Day of , 2015.

Bill Neufeld, Reeve

Joulia Whittleton, Chief Administrative
Officer

Mackenzie County
Schedule "A"

SAND AND GRAVEL SHIPMENTS QUARTERLY REPORT

This report must be received by the Municipality within fourteen (14) days from the last day of the reporting period each year.

Name of Operator	
Mailing Address of Operator	
Telephone Number	
Fax Number	
E-mail Address	

Location of Sand/Gravel Pit	
Reporting Period (enter quarter)	

Name of Owner of Parcel where Pit is located	
Mailing Address of Owner of Parcel	
Telephone Number	
Fax Number	
E-mail Address	

Total sand and gravel that you shipped from this pit in the reporting period (tonnes)	TOTAL A	
--	----------------	--

Shipments exempt from Community Aggregate Payment Levy	
E1) Total sand and gravel that you shipped from this pit, pursuant to a road haul agreement or a development agreement, for the construction, repair or maintenance of access roads to this pit (tonnes)	

Please complete sections E2 to E4 only if this pit is:

- Owned by the Government of Alberta or a municipality, or
- Leased by the Government of Alberta or a municipality from another party

E2) Total sand and gravel that you shipped from this pit to Government of Alberta projects in the reporting periods (tonnes)	
E3) Total sand and gravel that you shipped from this pit to the Municipal District projects in the reporting period (tonnes)	
E4) Total sand and gravel that you shipped from this pit to projects of other municipalities (excluding the Municipal District) in the reporting period (tonnes)	

Total Exempted Shipments [Add E1+E2+E3+E4] (tonnes)	TOTAL B	-
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The Shipments subject to Community Aggregate Payment Levy	TOTAL A minus TOTAL B	=
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The weight of sand and gravel in individual shipments may be estimated if weigh scales are unavailable. The conversion rates to be used in estimating the tonnage are as follows:

1 cubic meter = 1.365 tonnes, for sand

1 cubic meter = 1.632 tonnes, for gravel where 1 cubic meter = 1.308 cubic yards



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 992-15 - 2015 Tax Rate Bylaw

BACKGROUND / PROPOSAL:

According to the MGA, Division 2, each Council must set the tax rates and pass a property tax bylaw annually, subsequent to the budget approval for that year.

OPTIONS & BENEFITS:

The attached Bylaw outlines the estimated operating revenues, estimated municipal expenses, repayment of principal debt, the estimated amount to be raised by general municipal taxation towards the 2015 capital expenditures, the estimated amount for future financial plans (contributions to reserves per the established policies).

Please review the attached bylaw.

The Bylaw includes rates for requisitions from Alberta School Foundation Fund (school) and Mackenzie Housing Management Board (senior's lodge). The 2015 and 2014 requisitions before any adjustments for municipal over/under collections were as follows:

	2015	2014	\$ change	% change
School	6,635,781	6,306,111	329,670	5.23%
Seniors' lodge	788,108	490,719	297,389	60.60%

Authors: Peng Tian **Review Date:** _____ **CAO** JW

2014 (including requisition for capital)

	Municipal	School	Seniors	Total
Residential	7.454	2.360	0.200	10.014
Farmland	8.454	2.360	0.200	11.014
Non-residential	11.903	3.605	0.200	15.708

The Municipality experienced a 4.88% increase in taxable assessment.

4. The 2015 Tax Rate Bylaw includes \$200 minimum for the Residential properties, \$400 minimum for the Non-Residential properties, and \$35 minimum for farmland.

COSTS & SOURCE OF FUNDING:

2015 Operating Budget

SUSTAINABILITY PLAN:

Municipal taxation revenue is the major revenue source to fund the municipal operations and projects.

COMMUNICATION:

2015 Budget is publicly available and the budget highlights will be provided at the ratepayers meetings in May and June 2015 by council and administration.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Motion 1:

That first reading be given to Bylaw 992-15 being the 2015 Tax Rate bylaw for Mackenzie County.

Authors: Peng Tian Review Date: _____ CAO JW

Simple Majority Requires 2/3 Requires Unanimous

Motion 2:

That second reading be given to Bylaw 992-15 being the 2015 Tax Rate bylaw for Mackenzie County.

Simple Majority Requires 2/3 Requires Unanimous

Motion 3:

That consideration be given to go to third reading of Bylaw 992-15 being the 2015 Tax Rate bylaw for Mackenzie County.

Simple Majority Requires 2/3 Requires Unanimous

Motion 4:

That third reading be given to Bylaw 992-15 being the 2015 Tax Rate bylaw for Mackenzie County.

Authors: Peng Tian Review Date: _____ CAO JW

BYLAW NO. 992-15

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

**TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN MACKENZIE COUNTY
FOR THE 2015 TAXATION YEAR**

WHEREAS, Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue, expenses and expenditures as required, at the Council meeting held on April 14, 2015; and

WHEREAS, the estimated municipal operating revenues from all sources other than property taxation total \$7,624,119; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) and including requisitions set out in the annual budget for the Mackenzie County for 2015 total \$36,837,246, with \$1,079,910 to be funded from prior year's surplus; and the balance of \$28,032,746 is to be raised by general municipal property taxation; and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$2,290,563 and

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$4,089,641; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$2,235,000; and

THEREFORE, the total amount to be raised by general municipal taxation is \$35,114,818; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund Requisition:

	Base	Over/Under Levy	Total
Residential and Farmland	\$1,581,112	\$8,464	\$1,589,576
Non-Residential	\$5,047,675	(\$108,908)	\$4,938,767
Total	\$6,628,787	(\$100,444)	\$6,528,343

Opted Out School Board:

	Base	Over/Under Levy	Total
Residential and Farmland	\$4,588	\$25	\$4,613
Non-Residential	\$2,406	(\$52)	\$2,354
Total	\$6,994	(\$27)	\$6,967

Total School Requisitions	\$6,635,781	(\$100,471)	\$6,535,310
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Lodge Requisition:

	Base	Over/Under Levy	Total
Lodge Requisition - Operating	\$378,108	(\$896)	\$377,212
Lodge Requisition – Capital	\$410,000	(\$3,327)	\$406,673
Total Lodge Requisitions	\$788,108	(\$4,223)	\$783,885

WHEREAS, the Council of Mackenzie County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenses, expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Revised Statutes of Alberta, 2000, Chapter M-26 as amended; and

WHEREAS, the assessed value of all property in Mackenzie County for school requisition and municipal purposes as shown on the assessment roll is:

Assessment:

Residential	\$679,812,470
Farmland	\$44,364,740
Non-Residential	\$1,434,415,040
Machinery & Equipment	\$412,638,740
Total	\$2,571,230,990

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation of the assessed value of all property as shown on the assessment roll of the Mackenzie County:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$5,067,322	\$679,812,470	0.007454
Farmland	\$375,060	\$44,364,740	0.008454
Non-Residential	\$17,073,842	\$1,434,415,040	0.011903
Machinery & Equipment	\$4,911,639	\$412,638,740	0.011903
Total	\$27,427,863	\$2,571,230,990	
Revenue estimated due to the established minimums	\$367,761		
Total General Municipal	\$27,795,624	\$2,571,230,990	

Notwithstanding the foregoing, the minimum tax for:

Residential shall be **\$200** (two hundred dollars)

Non-residential (including Machinery & Equipment) shall be **\$400** (four hundred dollars)

Farmland shall be **\$35** (thirty-five dollars)

	Tax Levy	Taxable Assessment	Tax Rate
Alberta School Foundation Fund:			
Residential and Farmland	\$1,589,576	\$722,081,940	0.002201
Non-Residential	\$4,938,767	\$1,381,584,300	0.003575

Opted Out School:			
Residential and Farmland	\$4,612	\$2,095,270	0.002201
Non-Residential	\$2,354	\$658,550	0.003575

Exempt:			
Machinery & Equipment 100%	0	\$412,638,740	0.000000
Seniors Self Contain 100%	0	0	0.000000
Electric Power Generation 100%	0	\$52,172,190	0.000000

Total ASFF	\$6,535,310	\$2,571,230,990	
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Lodge Requisition - Operating	\$377,212	\$2,571,230,990	0.000147
Lodge Requisition - Capital	\$406,673	\$2,571,230,990	0.000158
Total Lodge Requisition	\$783,885	\$2,571,230,990	0.000305

Grand Total	\$35,114,818
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2. That this bylaw shall take effect on the date of the third and final reading.

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	2014 Audited Financial Statements

BACKGROUND / PROPOSAL:

Under the MGA, every municipality must prepare the audited financial statements and make it available to the public by May 1st. The County’s annual approved financial information return and the audited financial statements must be submitted to Municipal Affairs by May 1, 2015.

A copy of the draft financial statements are attached.

OPTIONS & BENEFITS:

Kyle A. Bodnarchuk, Partner, Wilde & Co will present the drafted audited financial statement to Council.

COSTS & SOURCE OF FUNDING:

The County’s annual operating budget includes estimated cost of auditing.

SUSTAINABILITY PLAN:

Preparation of the audited annual financial statements ensures the County will continue having solid financial practices.

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

COMMUNICATION:

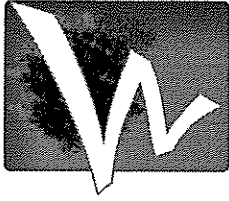
Once approved, the financial statements will be made available to the public at all County offices and posted on the County's website. The financial statements are also presented at the annual ratepayers meetings as part of the Annual Report.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2014 Audited Financial Statements be approved as presented.

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



Wilde and Company

Chartered Accountants

P.O. BOX 70
4902 – 50 STREET
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INDEPENDENT AUDITOR'S REPORT

To the Reeve and Council of Mackenzie County

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Mackenzie County, which comprise the statement of financial position as at December 31, 2014, and the statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Mackenzie County as at December 31, 2014 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Vegreville, AB
April 29, 2015

Chartered Accountants

MACKENZIE COUNTY
Consolidated Statement of Financial Position
As at December 31, 2014

	2014	2013
	\$	\$
ASSETS		
Financial Assets		
Cash and temporary investments (Note 3)	9,124,124	22,076,042
Receivables		
Taxes receivable (Note 4)	480,919	1,303,028
Due from governments	3,448,833	2,530,298
Trade and other receivables	1,048,261	317,163
Land held for resale	3,445	23,001
Investments (Note 5)	16,923,478	4,629,142
	31,029,060	30,878,674
LIABILITIES		
Accounts payable and accrued liabilities (Note 6)	6,575,233	6,719,717
Deposit liabilities	498,764	127,628
Deferred revenue (Note 7)	1,148,657	3,452,608
Long term debt (Note 8)	17,905,171	19,996,101
	26,127,825	30,296,054
NET FINANCIAL ASSETS	4,901,235	582,620
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	186,226,079	180,090,804
Inventory for consumption (Note 10)	2,427,612	1,647,847
Prepaid expenses	295,815	289,821
	188,949,506	182,028,472
ACCUMULATED SURPLUS (Note 14)	193,850,741	182,611,092
Contingent liability (Note 17)		

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MACKENZIE COUNTY
Consolidated Statement of Operations
As at December 31, 2014

	Budget \$ (Unaudited)	2014 \$	2013 \$
Revenues			
Net municipal taxes (Schedule 3)	26,516,454	27,163,414	24,506,114
User fees and sales of goods	4,212,096	4,317,992	3,279,255
Government transfers for operating (Schedule 4)	1,433,905	1,867,856	1,821,614
Investment income	326,000	422,686	377,428
Penalties and costs on taxes	140,000	444,838	240,452
Licenses, permits and fines	338,000	527,160	404,161
Rentals	77,591	124,928	107,152
Other	457,020	757,181	853,925
Total revenue	33,501,066	35,626,055	31,590,101
Expenses			
Legislative	770,981	616,187	699,307
Administration	5,827,549	6,368,493	5,199,528
Protective services	1,836,706	1,659,804	1,265,344
Transportation	16,565,674	15,381,422	12,949,016
Environmental use and protection	5,581,392	4,864,383	4,567,188
Family and community support	693,841	693,797	611,618
Planning, development and agriculture	3,239,424	2,454,154	2,446,643
Recreation and culture	2,334,789	2,011,984	1,789,699
Loss on disposal of capital assets	216,891	218,676	5,477
Total expenses	37,067,247	34,268,900	29,533,820
Excess of revenue over expenses before Government transfers	(3,566,181)	1,357,155	2,056,281
Government transfers for capital (Schedule 4)	16,461,583	8,481,362	4,954,981
Contributed assets	646,970	1,401,132	150,000
Other capital contributions	-	-	57,455
Excess of revenues over expenses	13,542,372	11,239,649	7,218,717
Accumulated surplus - beginning of the year	182,611,092	182,611,092	175,392,375
Accumulated surplus - end of the year (Schedule 1)	196,153,464	193,850,741	182,611,092

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MACKENZIE COUNTY
Consolidated Statement of Change in Net Financial Assets
As at December 31, 2014

<i>DRAFT</i>	Budget \$ (Unaudited)	2014 \$	2013 \$
Excess of revenue over expenses	13,542,372	11,239,649	7,218,717
Acquisition of tangible capital assets	(32,028,115)	(13,757,970)	(22,909,309)
Contributed tangible capital assets	(646,970)	(1,401,132)	-
Proceeds on disposal of tangible capital assets	556,000	553,000	1,523
Amortization of tangible capital assets	8,241,398	8,252,151	7,213,240
Loss on sale of tangible capital assets	216,891	218,676	5,477
	(23,660,796)	(6,135,275)	(15,689,069)
Acquisition of prepaid assets	-	(5,994)	(64,850)
Use (acquisition) of supplies inventories	(979,509)	(779,765)	250,883
Use of deposit assets	-	-	24,596
	(979,509)	(785,759)	210,629
(Increase) decrease in net assets	(11,097,933)	4,318,615	(8,259,723)
Net financial assets, beginning of year	582,620	582,620	8,842,343
Net financial assets, end of year	(10,515,313)	4,901,235	582,620

MACKENZIE COUNTY
Consolidated Statement of Cash Flows
As at December 31, 2014

	2014 \$	2013 \$
Operating		
Excess of revenue over expenses	11,239,649	7,218,717
Net changes in non-cash items included in excess of revenues over expenses		
Amortization of tangible capital assets	8,252,151	7,213,240
Loss on disposal of tangible capital assets	218,676	5,477
Tangible capital assets received as contributions	(1,401,132)	-
Net changes in non-cash charges to operation		
Decrease (increase) in taxes and grants in lieu receivable	822,109	(501,353)
Decrease (increase) in government receivables	(918,535)	2,348,476
Decrease (increase) in trade and other receivables	(731,098)	357,511
Decrease (increase) in inventory for consumption	(779,764)	250,883
Decrease in land held for resale	19,556	25,487
Increase in prepaid expenses	(5,994)	(64,850)
Decrease in deposit assets	-	24,596
Decrease in accounts payable and accrued liabilities	(144,486)	(37,228)
Increase in deposit liabilities	371,136	26,445
Increase (decrease) in deferred revenue	(2,303,951)	98,742
<i>Net cash provided by operating transactions</i>	14,638,317	16,966,143
Capital		
Acquisition of tangible capital assets	(13,757,970)	(22,909,309)
Proceeds on sale of tangible capital assets	553,000	1,523
<i>Net cash applied to capital transactions</i>	(13,204,970)	(22,907,786)
Investing		
Decrease (increase) in restricted cash or cash equivalents	2,303,951	(98,742)
Decrease (increase) in investments	(12,294,336)	163,713
<i>Net cash provided by investing transactions</i>	(9,990,385)	64,971
Financing		
Long term debt issued	-	10,400,000
Long term debt repaid	(2,090,929)	(1,826,572)
<i>Net cash provided by investing transactions</i>	(2,090,929)	8,573,428
Change in cash and cash equivalents during the year	(10,647,967)	2,696,756
Cash and cash equivalents, beginning of year	18,623,434	15,926,678
Cash and cash equivalents, end of year	7,975,467	18,623,434
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 3)	9,124,124	19,280,544
Less: restricted portion of cash and temporary investments (Note 3)	(1,148,657)	(3,353,866)
	7,975,467	15,926,678

See accompanying notes

MACKENZIE COUNTY
Schedule of Changes in Accumulated Surplus
As at December 31, 2014
Schedule 1

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	Unrestricted Surplus	Restricted Operating	Restricted Capital	Equity in Capital Assets	2014 \$	2013 \$
Balance, beginning of year	2,636,989	7,761,877	12,117,523	160,094,703	182,611,092	175,392,375
Excess of revenues over expenses	11,239,649	-	-	-	11,239,649	7,218,717
Unrestricted funds designated for future use	(6,411,501)	1,502,508	4,908,993	-	-	-
Restricted funds used for operations	1,612,874	(1,605,110)	(7,764)	-	-	-
Restricted funds used for TCA	-	(1,452,023)	(1,159,094)	2,611,117	-	-
Current year funds used for TCA	(11,146,854)	-	-	11,146,854	-	-
Contributed TCA	(1,401,132)	-	-	1,401,132	-	-
NBV of TCA disposed of	771,676	-	-	(771,676)	-	-
Annual amortization expense	8,252,151	-	-	(8,252,151)	-	-
TCA long term debt repaid	(2,090,929)	-	-	2,090,929	-	-
Balance, end of year	3,462,923	6,207,252	15,859,658	168,320,908	193,850,741	182,611,092

MACKENZIE COUNTY
Schedule of Tangible Capital Assets
As at December 31, 2014
Schedule 2

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	Land and Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2014 \$	2013 \$
Cost							
Balance, beginning of year	10,173,365	18,372,712	319,250,256	9,601,032	4,091,041	361,488,406	338,633,523
Acquisition of tangible capital assets	13,782	14,575	6,729,285	2,411,034	37,880	9,206,556	21,878,619
Construction in progress	5,332	16,921	5,623,260	307,033	-	5,952,546	1,030,690
Disposal of tangible capital assets	-	-	-	(1,018,920)	-	(1,018,920)	(54,426)
Balance, end of year	10,192,479	18,404,208	331,602,801	11,300,179	4,128,921	375,628,588	361,488,406
Accumulated amortization							
Balance, beginning of year	653,447	3,180,904	173,163,411	2,765,561	1,634,279	181,397,602	174,231,788
Annual amortization	285,447	421,920	6,691,243	624,257	229,284	8,252,151	7,213,240
Accumulated amortization on disposals	-	-	-	(247,244)	-	(247,244)	(47,426)
Balance, end of year	938,894	3,602,824	179,854,654	3,142,574	1,863,563	189,402,509	181,397,602
Net book value of tangible capital assets							
	9,253,585	14,801,384	151,748,147	8,157,605	2,265,358	186,226,079	180,090,804
2013 Net book value of tangible capital assets	9,519,918	15,191,808	146,086,845	6,835,471	2,456,762		180,090,804

MACKENZIE COUNTY
Schedule of Property and Other Taxes
As at December 31, 2014
Schedule 3

	Budget \$ (Unaudited)	2014 \$	2013 \$
DRAFT			
Taxation			
Real property taxes	14,995,665	15,124,893	13,381,644
Linear property	17,920,920	18,384,128	17,396,117
Government grants in place of property taxes	127,340	96,224	94,060
Special assessments and local improvement taxes	267,599	354,999	248,707
	33,311,524	33,960,244	31,120,528
Requisitions			
Alberta School Foundation Fund	6,306,111	6,306,111	6,222,152
Homestead Seniors Lodge	488,959	490,719	392,262
	6,795,070	6,796,830	6,614,414
Net Municipal Taxes	26,516,454	27,163,414	24,506,114

MACKENZIE COUNTY
Schedule of Government Transfers
As at December 31, 2014
Schedule 4

	Budget \$ (Unaudited)	2014 \$	2013 \$
Transfers for Operating			
Federal Government	-	-	-
Provincial Government	1,433,905	1,867,856	1,821,614
	1,433,905	1,867,856	1,821,614
Transfers for Capital			
Federal Government	-	-	-
Provincial Government	16,461,583	8,481,362	4,954,981
	16,461,583	8,481,362	4,954,981
Total Government Transfers	17,895,488	10,349,218	6,776,595

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MACKENZIE COUNTY
Schedule of Consolidated Expenses by Object
As at December 31, 2014
Schedule 5

	Budget \$	2014 \$	2013 \$
DRAFT (Unaudited)			
Consolidated Expenses by Object			
Salaries, wages and benefits	8,840,706	7,605,577	7,284,930
Contracted and general services	8,207,240	6,556,867	6,176,668
Materials, goods, supplies and utilities	6,973,285	5,751,203	4,875,434
Transfers to other governments (Note 12)	1,811,810	1,711,647	1,786,210
Transfers to local boards and agencies	1,948,759	2,020,466	1,745,667
Bank charges and short term interest	36,000	39,831	17,865
Interest on long term debt	733,658	687,928	396,044
Amortization of tangible capital assets	8,241,398	8,252,151	7,213,240
Loss on disposal of tangible capital assets	216,891	218,676	5,477
Other operating expenditures	57,500	1,424,554	32,285
	37,067,247	34,268,900	29,533,820

MACKENZIE COUNTY
Schedule of Segmented Disclosure
As at December 31, 2014
Schedule 6

DRAFT

	General Government	Protective Services	Transportation Services	Environmental Services	Planning & Development	Recreation & Culture	Other	Total \$
Revenue								
Net municipal taxes	26,808,417	-	226,783	128,214	-	-	-	27,163,414
Government transfers for operations	100,000	50,000	1,221,786	-	261,397	-	234,673	1,867,856
User fees and sales of goods	28,199	242,393	180,681	3,767,383	8,245	91,091	-	4,317,992
Investment income	422,686	-	-	-	-	-	-	422,686
Other revenues	759,982	54,292	114,596	180,498	744,704	35	-	1,854,107
	28,119,284	346,685	1,743,846	4,076,095	1,014,346	91,126	234,673	35,626,055
Expenses								
Salaries, wages and benefits	1,868,501	383,139	3,083,896	1,096,037	886,978	287,026	-	7,605,577
Contracted and general services	1,332,557	848,782	1,759,032	1,303,491	1,114,155	195,438	3,412	6,556,867
Materials, goods, supplies and utilities	258,010	264,118	4,405,473	681,379	94,713	47,510	-	5,751,203
Transfers to local boards and agencies	1,711,647	-	-	-	185,498	1,144,583	690,385	3,732,113
Interest on long term debt	71,098	-	432,162	184,668	-	-	-	687,928
Other expenses	1,441,934	797	219,259	1,437	19,634	-	-	1,683,061
	6,683,747	1,496,836	9,899,822	3,267,012	2,300,978	1,674,557	693,797	26,016,749
Net revenue (expenditure) before amortization	21,435,537	(1,150,151)	(8,155,976)	809,083	(1,286,632)	(1,583,431)	(459,124)	9,609,306
Amortization of tangible capital assets	300,933	162,968	5,700,276	1,597,371	153,176	337,427	-	8,252,151
Net revenue (expenditure) before Government transfers	21,134,604	(1,313,119)	(13,856,252)	(788,288)	(1,439,808)	(1,920,858)	(459,124)	1,357,155
Government transfers for capital	-	-	3,299,307	5,182,055	-	-	-	8,481,362
Contributed assets	-	5,271	392,410	581,790	-	421,661	-	1,401,132
Net revenue	21,134,604	(1,307,848)	(10,164,535)	4,975,557	(1,439,808)	(1,499,197)	(459,124)	11,239,649

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

1. Summary of significant accounting policies

The consolidated financial statements of the municipality are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the municipality are as follows:

Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the municipality and are, therefore, accountable to Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(continues)

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

1. Summary of significant accounting policies (*continued*)

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in treasury bills and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

Investments

Long term investments are recorded using the cost method. Under the cost method, the investment is initially recorded at cost, and earnings are recognized only to the extent received or receivable. In the case of a permanent loss in value, the investment is written down to the market value.

Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Inventories for resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

Gravel pit reclamation

Estimated environmental provisions, comprising pollution control, rehabilitation and pit closure, are based on the County's environmental policy taking into account current technological, environmental and regulatory requirements. The provision for rehabilitation is recognized as and when the environmental liability arises. To the extent that the obligations relate to the construction of an asset, they are capitalized as part of the cost of those assets. The effect of subsequent changes to assumptions in estimating an obligation for which the provision was recognized as part of the cost of the asset is adjusted against the asset. Any subsequent changes to an obligation which did not relate to the initial construction of a related asset are charged to the income statement.

(continues)

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

1. Summary of significant accounting policies (*continued*)

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(continues)

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

1. Summary of significant accounting policies (*continued*)

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

a) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land improvements	15-45
Buildings	25-50
Engineered structures	
Water system	45-75
Wastewater system	45-75
Other engineered structures	10-50
Machinery and equipment	5-15
Vehicles	10-25

Annual amortization is not charged in the year of acquisition or the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

b) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

c) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

d) Inventories

Inventories consist of parts and supplies held for consumption, and gravel. Inventories of parts and supplies are carried at the lower of cost and replacement cost, with cost determined by the average cost method. Gravel pit reserves are recorded at cost and allocated to gravel supplies on a unit of production basis.

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

2. Recent accounting pronouncements published but not yet adopted

The following accounting standards have been issued by the Canadian Institute of Chartered Accountants (CICA) but are not yet effective. The municipality is currently evaluating the effect of adopting these standards on their financial statements.

Section PS 3260 – Liability for Contaminated Sites

This new section establishes recognition, measurement, and disclosure standards for liabilities relating to contaminated sites of governments and those organizations applying the CICA Public Sector Accounting Handbook. This section is effective for fiscal periods beginning on or after April 1, 2014.

Section PS 3450 - Financial Instruments

The new section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. In conjunction with this new section, section PS1201, section PS 2601 and section 3041 have been amended as a consequence of the introduction of new financial instruments standards. These amendments were required to present the associated gains and losses with financial instruments recognized under the new section. The new section and the related amendments are effective for fiscal periods beginning on or after April 1, 2016.

For government organizations, as defined in section PS 1300, the new section and the related amendments are effective for fiscal periods beginning on or after April 1, 2012.

3. Cash and temporary investments

	2014	2013
Cash	\$ 2,486,194	\$ 8,173,462
Temporary investments	6,637,930	13,902,580
	\$ 9,124,124	\$ 22,076,042

Temporary investments are short term deposits with original maturities of three months or less.

Council has designated funds of \$1,148,657 (2012 - \$3,344,994) included in the above amounts for capital projects.

4. Taxes receivable

	2014	2013
Taxes receivable, current	\$ 1,067,287	\$ 963,031
Taxes receivable - arrears	917,952	472,799
	1,985,239	1,435,830
Less: allowance for doubtful accounts	(1,504,320)	(132,802)
	\$ 480,919	\$ 1,303,028

Allowance for doubtful accounts is determined by management through identification of specific accounts.

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

5. Investments

	2014		2013	
	Cost	Market value	Cost	Market value
Short term notes and deposits	\$ 15,019,739	\$ 15,047,088	\$ 2,992,399	\$ 2,947,820
Government and government guaranteed bonds	1,903,739	1,921,717	1,636,743	1,602,949
	\$ 16,923,478	\$ 16,968,805	\$ 4,629,142	\$ 4,550,769

Short term notes and deposits have effective interest rates of 2.06% to 4.10% with maturity dates between June 2015 and June 2024. Government and government guaranteed bonds have effective interest rates of 3.00% to 4.30% with maturity dates between June 2015 and September 2023.

6. Accounts payables and accrued liabilities

	2014	2013
Trade payables and accruals	\$ 3,334,621	\$ 3,768,066
Holdback payables	1,024,496	865,436
Gravel pit reclamation liability	1,684,596	1,552,221
Employee payable (wages and accrued overtime)	481,941	478,007
Long term debt interest payable	49,579	55,987
	\$ 6,575,233	\$ 6,719,717

7. Deferred revenue

	2014	2013
Prepaid local improvements	\$ -	\$ 107,614
Restricted grant funding	1,148,657	3,344,994
	\$ 1,148,657	\$ 3,452,608

The use of these funds are restricted to eligible projects as approved under the agreements. Unexpended funds are supported by cash in the bank.

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

8. Long term debt

	2014	2013
Tax supported debentures	\$ 17,905,171	\$ 19,996,101

Principal and interest repayments are as follows:

	Principal	Interest	Total
2015	\$ 1,669,369	\$ 621,194	\$ 2,290,564
2016	1,578,512	562,323	2,140,835
2017	1,575,520	505,190	2,080,710
2018	1,618,408	448,429	2,066,837
2019	1,319,527	392,813	14,561,692
Thereafter	10,143,835	2,645,517	12,789,352
	<u>\$ 17,905,171</u>	<u>\$ 5,175,466</u>	<u>\$ 23,080,637</u>

The current portion of the long term debt amounts to \$1,669,369 (2013 - \$2,090,929).

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at rates ranging from 2.44% to 4.50% per annum and matures in periods 2015 through 2033. The weighted average annual interest rate is 3.55% for 2014 (3.57% for 2013).

Debenture debt is issued on the credit and security of the municipality at large.

Interest on long term debt amounted to \$687,928 (2013 - \$396,044).

The municipality's total cash payments for interest in 2014 were \$694,335 (2013 - \$413,909).

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

9. Debt limits

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

	2014	2013
Total debt limit	\$ 53,439,083	\$ 47,385,152
Total debt	(17,905,174)	(19,996,101)
Amount of debt limit unused	\$ 35,533,912	\$ 27,389,051
Debt servicing limit	\$ 8,906,514	\$ 7,897,525
Debt servicing	(2,290,564)	(2,785,263)
Amount of debt servicing limit unused	\$ 6,615,950	\$ 5,112,262

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

10. Inventory for consumption

	2014	2013
Parts and supplies	\$ 818,333	\$ 794,700
Gravel	1,609,279	853,147
	\$ 2,427,612	\$ 1,647,847

11. Equity in tangible capital assets

	2014	2013
Tangible capital assets (Schedule 2)	\$375,628,588	\$361,488,406
Accumulated amortization (Schedule 2)	189,402,509	181,397,602
Long term debt (Note 9)	(17,905,171)	(19,996,101)
	\$168,320,908	\$160,094,703

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

12. Transfers to other governments

	2014	2013
Town of High Level	\$ 926,023	\$ 993,423
Town of Rainbow Lake	785,624	792,787
	\$ 1,711,647	\$ 1,786,210

13. Segmented disclosure

The municipality provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6)

14. Reserves and accumulated surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2014	2013
Equity in tangible capital assets (Note 11)	\$168,320,908	\$160,094,703
Operating reserves	6,207,252	7,761,877
Capital reserves	15,859,658	12,117,523
Accumulated operating fund	3,462,923	2,636,989
	\$193,850,741	\$182,611,092

The total reserve balances include approximately \$1,112,798 committed to projects commenced and/or tendered in 2014.

Draft for discussion purposes only

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2014

15. Salary and benefits disclosure

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2014		2013	
	Salary (1)	Benefits & allowances (2)		
William Neufeld - Reeve	\$ 42,350	\$ 220	\$ 42,570	\$ 53,933
John W. Driedger	42,450	220	42,670	39,633
Lisa Wardley	32,550	1,740	34,290	40,107
Peter Braun	39,450	1,740	41,190	45,107
Walter Sarapuk	26,300	1,877	28,177	34,307
Diedrich Driedger	-	-	-	38,089
Jacque Bateman	24,750	220	24,970	31,233
Odell Flett	-	-	-	34,193
Eric Jorgensen	39,350	220	39,570	36,632
Elmer Derksen	34,650	220	34,870	39,132
Josh Knelsen	33,450	220	33,670	5,606
Ricky Paul	28,450	220	28,670	8,507
Chief Administrative Officer	209,368	29,089	238,457	225,445
	\$ 553,118	\$ 35,986	\$ 589,104	\$ 631,924

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, and long and short term disability plans.

16. Local Authorities Pension Plan

Employees of the municipality participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The municipality is required to make current service contributions to the LAPP of 11.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount.

Total current service contributions by the municipality to the LAPP in 2014 were \$511,425 (2013 - \$425,591). Total current service contributions by the employees of the municipality to the Local Authorities Pension Plan in 2014 were \$471,272 (2013 - \$389,103).

At December 31, 2013, the LAPP disclosed an actuarial deficiency of \$4.86 billion.

MACKENZIE COUNTY

Notes to Consolidated Financial Statements

Year Ended December 31, 2014

17. Contingent liability

The municipality is a member of the Local Authorities Reciprocal Insurance Exchange. Under the terms of the membership, the municipality could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

In the normal conduct of operations, various legal claims are pending against the County in connection with road maintenance and construction, and other matters. The County carries liability insurance, subject to certain deductibles and policy limits, against such claims. Administration believes that the County has recognized adequate provisions of probable and reasonably estimable liabilities associated with these claims, and that their ultimate resolutions will not have a material adverse effect on the financial position of the County or its financial activities.

18. Financial instruments

The municipality's financial instruments consist of cash and temporary investments, accounts receivable, investments, accounts payable and accrued liabilities, deposit liabilities, requisition over-levy, and long term debt. It is management's opinion that the municipality is not exposed to significant interest or currency risks arising from these financial instruments.

The municipality is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the municipality provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

19. Approval of financial statements

Council and Management have approved these financial statements.

20. Budget amounts

Budget amounts are included for information purposes only and are not audited.

Draft for discussion purposes only



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	La Crete Swimming Pool Committee Request

BACKGROUND / PROPOSAL:

Council agreed to set aside funds towards a future splash park in La Crete. The County’s 2015 budget include the following in carry forward funds:

Mackenzie County Contribution	\$195,000 <i>(from Incomplete Capital – Recreation Reserve)</i>
La Crete Community Contribution	\$60,000
TOTAL	\$255,000

OPTIONS & BENEFITS:

Please see the attached request from the La Crete Swimming Pool Committee.

COSTS & SOURCE OF FUNDING:

As approved by Council in the County’s budget.

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

Administration will contact the La Crete Pool Committee representatives regarding the decision.

Author: _____ Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: JW

From: [Annelise Dyck](#)
To: [Carol Gabriel](#)
Cc: henryfroese12@hotmail.com; [<eddarb@telus.net>](mailto:eddarb@telus.net); kristamwhite@yahoo.ca; [Frank Bergen](#)
Subject: Submission for Council Approval
Date: Friday, April 10, 2015 1:45:50 PM

Hi Carol,

Please submit the following to the next meeting for councillor consideration:

The La Crete Pool Committee would like to formally request that the \$255 000 that is currently allocated toward a splash park be reallocated and designated to the project of building a swimming pool a splash park component in the hamlet of La Crete. The money would be used to fund the splash park component of the project.

We are also formally requesting approval by the county to develop on the land adjacent to the Northern Lights Rec Center that is currently designated for recreation use.

Annelise Dyck

c. 780-821-0830



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Fort Vermilion FCSS Request for Funds

BACKGROUND / PROPOSAL:

Mackenzie County provides financial support to a variety of local non-profit groups that provide valuable services to our ratepayers.

OPTIONS & BENEFITS:

Please review the attached request.

COSTS & SOURCE OF FUNDING:

Mackenzie County provides annual grant to Fort Vermilion, LA Crete and Zama FCSS groups.

If Council decides to grant this request, the Grants for Other Organization Reserve would be the source of funding for it.

SUSTAINABILITY PLAN:

The initiative will support the youth development and therefore within the parameters of Council's goals for community development overall.

Author: _____ Reviewed by: _____ CAO: JW

COMMUNICATION:

Council's decision will be communicated to Fort Vermilion FCSS.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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



Box 637
Fort Vermilion, AB T0H 1N0
Ph.: (780) 927-4340 Fax: (780) 927-3627
Email: fortvss@gmail.com

April 20, 2015

Dear Mackenzie County,

This past fall the RCMP, VSU and FVSS all teamed up together to host the RCMP Regiment Ball as a fundraiser for our community. We ended up raising \$5000.00 to put towards a summer recreational program for kids during the summer months. We are hoping that this money can go to hiring two high school or college students to run daily programs for youth in our communities this summer.

Fort Vermilion Support Services will look after the hiring and overseeing of this program with support from the Fort Vermilion Recreation Board. We would like the county to match the \$5000.00 to put towards the hiring of these positions.

This is a wonderful opportunity to keep our youth active and busy during the summer months. We are very excited about this opportunity and thank you for your time and partnership in making this happen.

Sincerely,

A handwritten signature in blue ink that reads "Kristi Wright".

A rectangular stamp with the word "RECEIVED" in large, outlined, capital letters. Below it, the date "APR 23 2015" is stamped in a smaller font.

A rectangular stamp with the text "MACKENZIE COUNTY" on the top line and "FORT VERMILION OFFICE" on the bottom line, both in bold, capital letters.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Tax Recovery – Sale of Land/Properties By Public Auction

BACKGROUND / PROPOSAL:

The MGA states that

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

“Section 419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonable possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.”

There are twenty-three (23) parcels of land to be offered for sale that were placed on the Tax Notification List. Notices and letters have been sent with no response and/or arrangements made for the orderly repayment of the arrears.

Tax Roll Number	Land Location	Notification Registration	Reserved Bid	Outstanding Taxes	Comments
219457	2938RS; 01; 11	082156856	49,320	20,578.08	Last payment May 2014. Last sale date May 1, 2012 On notification 2004
229959	842 0527; 01; 09	142109303	41,180	3,038.82	Account frozen Notification 2014 Rental property
229966	842 0527; 01; 17	142109303	11,640	1,556.55	Account frozen Notification 2014 Rental property
229967	842 0527; 01; 18	132112067	27,350	1,215.55	Account frozen Last payment April 2015 Notification 2014 Rental property

Author: Norma Croy Reviewed by: _____ CAO: JW

229970	842 0527; 01; 21	142109303	29,350	1,820.07	Account frozen Notification 2014 Rental property
229971	842 0527; 01; 22	132112067	34,690	2,283.24	Account frozen Notification 2014 Rental property
229972	842 0527; 01; 23	142109303	43,040	2,430.59	Account frozen Notification 2014 Rental property
106062	2938RS; 08; 03	132112067	52,700	2,900.35	On sale 2014 – default on payments Last payment October 2014 Notification 2013
300574	902 2917; 02A; 24	062168689	18,040	5,155.25	On sale 2007 – default on payments Last payment March 2004 Notification 206
082047	042 5759; 33; 11	142109303	150,510	6,388.49	Last payment March 2012 Notification 2014
082443	072 0008; 18; 13	142109303	15,910	45,944.56	Last payment June 2011 Notification 2014
148076	892 1752; 05; 49	142109303	18,020	2,489.50	Last payment September 2014 Notification 2014
074410	NE17-107-12W5	142109303	4,270	206.00	Last payment February 2012 Notification 2014
229919	NE30-110-18W5	142109303	170	63.25	Estate Last payment February 2012 Notification 2014
296347	892 1752; 05; 52	092122819	43,200	4,054.71	Signed agreement 2009 – defaulted on payments Last payment April 2014 Notification 2009 Many utility bills transferred to taxes
077029	Carcajou; 02; 10	142109303	2,570	118.82	Last payment November 2011 Notification 2014
082453	062 6286; 23; 09	142109303	184,810	6,885.03	Last payment October 2011 Utility bill transferred to taxes Notification 2014
192383	782 0147; 01; 35	072209091	87,790	1471.07	Agreement signed 2010 – defaulted payments Last payment March 2015 Notification 2007
307114	922 2231; ; 21	142109303	64,410	1,611.13	Last payment July 2014 Notification 2014

Author: Norma Croy Reviewed by: _____ CAO: JW

OPTIONS & BENEFITS:

If payments agreements are in place or taxes are paid in full, the properties will not be auctioned.

COSTS & SOURCE OF FUNDING:

Any fees will be charged to the respective Tax rolls.

Per MGA, Section 427:

The money paid for a parcel of land at a public auction must be deposited in a separate account for sale proceeds.

“The following must be paid first and in the following order:

- a) any remedial costs relating to the parcel;
- a.1) the tax arrears in respect of the parcel;
- b) any lawful expenses of the municipality in respect of the parcel;
- c) any expenses owing to the Crown that have been charged against the parcel of land under section 553 (Adding amounts owing to a tax roll);
- d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.”

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Letters will be sent to those registered as having an interest on the title as well as the property owners advising of the Public Auction.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Motion 1:

That the sale of land by public auction for properties under tax arrears be set for _____

Ad in Queens Printer	Not less than 40 days	Not more than 90 days	Council Meeting Date
May 15	June 24	August 3	June 24/ July 29
May 30	July 9	August 28	July 29
June 15	July 27	September 15	Aug 11/Aug26
June 30	August 10	September 30	Aug 26
July 15	August 24	October 13	Aug 26
July 31	September 9	October 28	Sept 30/Oct 13

Author: Norma Croy Reviewed by: _____ CAO: JW

August 15	September 24	November 13	Sept 30
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Simple Majority Requires 2/3 Requires Unanimous

Motion 2:

That the reserve bid for the properties being sold by public auction be set as follows:

Tax Roll Number	Ward	Zoning	Legal	Civic	Outstanding Taxes	Reserved Bid
219457	07	MHS-2	2938RS; 01; 11	4720 – 49 Avenue	20,578.08	49,320
229959	07	HCRT	842 0527; 01; 09	4701 – River Road	3,038.82	41,180
229966	07	MHS-2	842 0527; 01; 17	4706 – 49 Avenue	1,556.55	11,640
229967	07	MHS-2	842 0527; 01; 18	4708 – 49 Avenue	1,215.55	27,350
229970	07	MHS-2	842 0527; 01; 21	4714 – 49 Avenue	1,820.07	29,350
229971	07	MHS-2	842 0527; 01; 22	4716 – 49 Avenue	2,283.24	34,690
229972	07	MHS-2	842 0527; 01; 23	4718 – 49 Avenue	2,430.59	43,040
106062	07	HR-1	2938RS; 08; 03	4606 – 50 Street	2,900.35	52,700
300574	09	F	902 2917; 02A; 24		5,155.25	18,040
082047	03	HR3	042 5759; 33; 11	10422 – 109 Street	6,388.49	150,510
082443	10	HG1	072 0008; 18; 13	1030 Tower Road	45,944.56	15,910
148076	07	HR-1	892 1752; 05; 49	5116 – 43 Street	2,489.50	18,020
074410	05	A	NE17-107-12W5		206.00	4,270
229919	09	A1	NE30-110-18W5		63.25	170
296347	07	HR1	892 1752; 05; 52	4323 – 52 Avenue	4,054.71	43,200
077029	01	CR	CARCAJOU ; 02; 10		118.82	2,570
082453	04	HI1	062 6286; 23; 09	9701 – 101 Avenue	6,885.03	184,810
192383	03	HR-1	782 0147; 01; 35	10009 – 95 Avenue	1471.07	87,790
307114	09	HLR	922 2231; ; 21		1,611.13	64,410

Author: Norma Croy Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Request to Waive Penalties - Tax Roll 082954

BACKGROUND / PROPOSAL:

The owner of 102 6365; 38; 20, the tax roll 082954, called with a request to enroll in the preauthorized payment plan (monthly payments for his taxes in June 2014). The process was explained to him and he agreed. Payment was received for half of his current (2014) taxes, as per the agreement, when he signed.

In the transition period between the retiring tax clerk and the new tax clerk, the agreement was misplaced. As a result, the payments were not withdrawn from the applicant's account and penalties accrued on the unpaid balance. The ratepayer was not tracking his account to ensure that payments were being made until the end of March when he received the tax overdue notice. He contacted the tax clerk at that time and discussed the options available.

The ratepayer paid the outstanding balance of the taxes plus half of 2015 taxes based on 2014. He would like to have new documents sent to him and begin this process with his first payment in July.

OPTIONS & BENEFITS:

Option 1: Decline to waive the penalties with no cost to the County.

Option 2: Waive the penalties in the amount of \$964.78. Administration recommends this option as it was the internal oversight.

COSTS & SOURCE OF FUNDING:

Author: Norma Croy Reviewed by: _____ CAO: JW

Source of funding would be from the general operating revenue.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

The ratepayer will be notified by letter of the Council decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the request to waive the penalties on tax roll 082954 in the amount \$964.78 be approved.

Author: Norma Croy Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 991-15 Fee Schedule

BACKGROUND / PROPOSAL:

At the April 14, 2015 council meeting, first reading was given to Bylaw 991-15 being the Fee Schedule Bylaw for Mackenzie County.

MOTION 15-04-263 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 991-15 being the Fee Schedule Bylaw with the removal of bringing pesticides to the Fort Vermilion truck fill station.

CARRIED UNANIMOUSLY

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

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

COMMUNICATION:

Bylaws are available on the County's website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 991-15 being the Fee Schedule Bylaw for Mackenzie County.

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 991-15 being the Fee Schedule Bylaw for Mackenzie County.

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

BYLAW NO. 991-15

**BEING A BYLAW OF THE
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, requires fees to be established by bylaw.

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

1. SHORT TITLE

This bylaw may be cited as the “Fee Schedule Bylaw”

2. That the fees for services be approved as follows:

ADMINISTRATION

Item	Amount	GST
Photocopying	\$0.25/sheet	Applicable
Laminating (up to 11 x 17")	\$10.00 per page	Applicable
Tax Certificates	\$25.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$25.00/per request	Applicable
Compliance Certificates	\$50.00	N/A
Land Titles	As per Alberta Government rates in force at the time of the request plus 25% for administration	Applicable
County Ownership Maps 42" bond paper 50"-60" photo paper	\$25.00 \$90.00	Applicable
County Ownership Map Booklet –Laminated Individual Pages - Laminated	\$50.00 \$10.00	Applicable
Hamlet Maps Not laminated Laminated	\$10.00 \$40.00	Applicable

Item	Amount	GST
Aerial Photos & Customized Prints	Size 8.5 x 11 to 11 x 17": black & white - \$5.00 color - \$10.00; Size over 11 x 17 up to 30 x 41.5" black & white - \$50.00 color - \$100.00	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

APPEAL FEES

Agricultural Appeal Board

Relevant Act	Amount	GST
Weed Control Act	\$500.00	N/A
Soil Conservation Act	\$50.00	N/A
Agricultural Pests Act	\$100.00	N/A

Note: The appeal fee shall be refunded to the appellant if the Board rules in favour of the appellant.

RELEASE OF INFORMATION (FOIPP REQUESTS)

Pursuant to the provisions of Section 95 of the Freedom of Information and Protection of Privacy Act RSA 2000, Chapter F-25, a local public body may set fees as required to process requests for information; however the fees must not exceed the fees provided for in the regulations.

Mackenzie County shall charge fees in accordance with the Freedom of Information and Protection of Privacy Regulation, AR186/2008, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

BUSINESS LICENSES

Item	Amount	GST
Fees:		
Annual Business License (ABL) – Business Commencement until March 1 st – Mandatory	\$0.00	N/A
ABL – Subsequent Years – Mandatory	\$50.00	N/A
ABL – Amendment	\$25.00	N/A
ABL – Replacement	\$25.00	N/A
Penalties:		
No ABL (false information, etc.) – 1 st Offence	\$250.00	N/A
No ABL (false information, etc.) – 2 nd Offence	\$500.00	N/A
Failure to Comply with ABL – 1 st Offence	\$250.00	N/A
Failure to Comply with ABL – 2 nd Offence	\$500.00	N/A
Failure to Display ABL	\$50.00	N/A

DEVELOPMENT

Item	Amount	GST
Area Structure Plan	\$25.00 Hard Copy	Applicable
Municipal Development Plan	\$50.00 Hard Copy	Applicable
Land Use Bylaw	\$50.00 Hard Copy	Applicable
General Municipal Standards Manual	\$50.00 Hard Copy	Applicable
File Search	\$50.00	Applicable
Written Zoning Confirmation Request	\$25.00 Per Lot	Applicable
Compliance Request – Residential	\$50.00 Per Lot	Applicable
Compliance Request – Commercial/Industrial	\$75.00 Per Lot	Applicable
Revised Letter of Compliance (within 3 months)	50% of Full Price	Applicable
Rush Compliance Request (1-3 Business Days)	Double Listed Price	Applicable
Municipal Development Plan Amendment	\$2,000.00	N/A
Area Structure Plan Amendment	\$2,000.00	N/A
Land Use Bylaw Amendment	\$700.00	N/A
Land Use Bylaw Rezoning	\$400.00	N/A
Road Closure Bylaw	\$400.00	N/A
Bylaw Amendment Advertising & Notification Cost	Invoice According to Cost + 5% Administration Fee	Applicable
Development Permit - Other than Commercial or Industrial – Permitted Use	\$50.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use with Variance	\$90.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use	\$90.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use with Variance	\$90.00	N/A
Development Permit – Commercial and Industrial – Permitted Use	\$100.00	N/A

Item	Amount	GST
Development Permit – Commercial and Industrial – Permitted Use with Variance	\$150.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use	\$150.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use with Variance	\$150.00	N/A
Development Permit after Legal Counsel Intervention	Permit Cost Plus Legal Fee Cost	NA
Development Permit Time Extension	\$50.00	N/A
Development Prior to Development Permit Issuance	1 st Offence - \$250.00 Fine 2 nd Offence - \$500.00 Fine 3 rd Offence - \$1,000.00 Fine	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
Subdivision Revision/Re-Advertising Fee	\$250.00	N/A
Subdivision Time Extension (Single Lot)	\$250.00	N/A
Subdivision Time Extension (Multi-Lot)	\$500.00	N/A
Subdivision or Boundary Adjustment Application (all or a portion of the subdivision application may be refundable at the discretion of the MPC)	\$700 + \$200/lot created	N/A
Rural Addressing Sign – required only after initial Rural Addressing Project is complete (required for all new rural yardsites, either at time of Subdivision or Development Permit approval, whichever occurs first)	\$70.00	Applicable

Note: Stop Orders will be issued and delivered to the site and/or the individual(s) conducting unauthorized development requiring all construction to cease immediately and to remain ceased until such time as the necessary Development Permit has been applied for and approved.

SAFETY CODES FEES

BUILDING PERMIT FEES

RESIDENTIAL	HOMEOWNER	CONTRACTOR
Main Floor (basement included)	\$0.65/sq ft	\$0.55/sq ft
Additional Storey's	\$0.40/sq ft	\$0.30/sq ft
Garages (Attached/Detached)/Sheds (over 200 sq ft)	\$0.40 sq/ft	\$0.30/sq ft
Additions	\$0.50/sq ft	\$0.40/sq ft
Relocation of a Building on a Basement or Crawlspace	\$0.60/sq ft	\$0.50/sq ft
Placement of House/Modular/Mobile Home/Garage/Addition only	\$175.00	\$150.00
Major Renovations (Any Structural Change)	\$0.50/sq ft	\$0.40 sq ft

Fireplaces/Wood Burning Appliances	\$175.00	\$150.00
Decks (Greater Than 2 Feet Above Grade)	\$175.00	\$150.00
Minimum Residential Building Permit Fee	\$175.00	\$150.00

COMMERCIAL/ INDUSTRIAL/ INSTITUTIONAL
\$6.00 per \$1,000 of project value
Minimum fee is \$300.00
Notes: 1. Project value is based on the actual cost of material and labour. 2. Verification of cost may be requested prior to permit issuance.

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

INDUSTRIAL CAMP FEES (EFFECTIVE JANUARY 1, 2015 – CHARGE AS PER COMMERCIAL/INDUSTRIAL/INSTITUTIONAL FEES)

BUILDING	FEE
1 to 50 person capacity	\$500.00
51 to 100 person capacity	\$750.00
101 to 200 person capacity	\$1,250.00
201 to 250 person capacity	\$2,000.00
251 to 300 person capacity	\$3,000.00

PLUMBING	FEE
1 to 50 person capacity	\$150.00
51 to 100 person capacity	\$200.00
101 to 200 person capacity	\$300.00
201 to 250 person capacity	\$450.00
251 to 300 person capacity	\$650.00

ELECTRICAL	FEE
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

GAS	FEE
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

PRIVATE SEWAGE	FEE
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

ELECTRICAL PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

RESIDENTIAL INSTALLATIONS		
Square footage of area to be wired	HOMEOWNER	CONTRACTOR
Up to 1200	\$190.00	\$160.00
1201 to 1500	\$250.00	\$190.00
1501 to 2000	\$285.00	\$240.00
2001 to 2500	\$315.00	\$260.00
2501 to 3000	\$340.00	\$280.00
3001 to 3500	\$365.00	\$300.00
3501 to 4000	\$380.00	\$320.00
4001 to 5000	\$400.00	\$350.00

DESCRIPTION	HOMEOWNER	CONTRACTOR
Mobile/Modular Home Connection only	\$100.00	\$75.00
Temporary and Underground Services (125 amps or less)	Contractor Required	\$75.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

OTHER THAN NEW RESIDENTIAL		
INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$0 – 300	\$85.00	\$75.00
\$301 – 500	\$95.00	\$85.00
\$501 – 1,000	\$105.00	\$95.00
\$1,001 – 1500	\$115.00	\$105.00
\$1,501 – 2,000	\$125.00	\$115.00
\$2,001 – 2,500	\$135.00	\$120.00
\$2,501 – 3,000	\$140.00	\$125.00
\$3,001 – 3,500	\$147.00	\$130.00

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$3,501 – 4,000	\$156.00	\$135.00
\$4,001 – 4,500	\$173.00	\$144.00
\$4,501 – 5,000	\$177.00	\$148.00
\$5,001 – 5,500	\$191.00	\$159.00
\$5,501 – 6,000	\$200.00	\$167.00
\$6,001 – 6,500	\$207.00	\$173.00
\$6,501 – 7,000	\$216.00	\$180.00
\$7,001 – 7,500	\$225.00	\$188.00
\$7,501 – 8,000	\$234.00	\$195.00
\$8,001 – 8,500	\$242.00	\$202.00
\$8,501 – 9,000	\$251.00	\$209.00
\$9,001 – 9,500	\$260.00	\$217.00
\$9,501 – 10,000	\$269.00	\$224.00
\$10,001 – 11,000	\$276.00	\$230.00
\$11,001 – 12,000	\$285.00	\$238.00
\$12,001 – 13,000	\$294.00	\$245.00
\$13,001 – 14,000	\$303.00	\$253.00
\$14,001 – 15,000	\$311.00	\$259.00
\$15,001 – 16,000	\$329.00	\$265.00
\$16,001 – 17,000	\$338.00	\$274.00
\$17,001 – 18,000	\$345.00	\$282.00
\$18,001 – 19,000	\$354.00	\$288.00
\$19,001 – 20,000	\$365.00	\$295.00
\$20,001 – 21,000	Contractor required	\$303.00
\$21,001 – 22,000	Contractor required	\$305.00
\$22,001 – 23,000	Contractor required	\$313.00
\$23,001 – 24,000	Contractor required	\$320.00
\$24,001 – 25,000	Contractor required	\$328.00
\$25,001 – 26,000	Contractor required	\$334.00

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$26,001 – 27,000	Contractor required	\$342.00
\$27,001 – 28,000	Contractor required	\$349.00
\$28,001 – 29,000	Contractor required	\$357.00
\$29,001 – 30,000	Contractor required	\$363.00
\$30,001 – 31,000	Contractor required	\$369.00
\$31,001 – 32,000	Contractor required	\$374.00
\$32,001 – 33,000	Contractor required	\$380.00
\$33,001 – 34,000	Contractor required	\$387.00
\$34,001 – 35,000	Contractor required	\$392.00
\$35,001 – 36,000	Contractor required	\$398.00
\$36,001 – 37,000	Contractor required	\$403.00
\$37,001 – 38,000	Contractor required	\$409.00
\$38,001 – 39,000	Contractor required	\$415.00
\$39,001 – 40,000	Contractor required	\$420.00
\$40,001 – 41,000	Contractor required	\$427.00
\$41,001 – 42,000	Contractor required	\$432.00
\$42,001 – 43,000	Contractor required	\$438.00
\$43,001 – 44,000	Contractor required	\$444.00
\$44,001 – 45,000	Contractor required	\$449.00
\$45,001 – 46,000	Contractor required	\$455.00
\$46,001 – 47,000	Contractor required	\$460.00
\$47,001 – 48,000	Contractor required	\$467.00
\$48,001 – 49,000	Contractor required	\$473.00
\$49,001 – 50,000	Contractor required	\$478.00
\$50,001 – 60,000	Contractor required	\$529.00
\$61,001 – 70,000	Contractor required	\$587.00
\$70,001 – 80,000	Contractor required	\$644.00
\$80,001 – 90,000	Contractor required	\$702.00
\$90,001 – 100,000	Contractor required	\$759.00

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$100,001 – 110,000	Contractor required	\$788.00
\$110,001 – 120,000	Contractor required	\$830.00
\$120,001 – 130,000	Contractor required	\$874.00
\$130,001 – 140,000	Contractor required	\$917.00
\$140,001 – 150,000	Contractor required	\$960.00
\$150,001 – 160,000	Contractor required	\$1,003.00
\$160,001 – 170,000	Contractor required	\$1,047.00
\$170,001 – 180,000	Contractor required	\$1,089.00
\$180,001 – 190,000	Contractor required	\$1,133.00
\$190,001 – 200,000	Contractor required	\$1,175.00
\$200,001 – 210,000	Contractor required	\$1,205.00
\$210,001 – 220,000	Contractor required	\$1,262.00
\$220,001 – 230,000	Contractor required	\$1,305.00
\$230,001 – 240,000	Contractor required	\$1,348.00
\$240,001 – 250,000	Contractor required	\$1,392.00
\$250,001 – 300,000	Contractor required	\$1,520.00
\$300,001 – 350,000	Contractor required	\$1,664.00
\$350,001 – 400,000	Contractor required	\$1,808.00
\$400,001 – 450,000	Contractor required	\$1,952.00
\$450,001 – 500,000	Contractor required	\$2,095.00
\$500,001 – 550,000	Contractor required	\$2,239.00
\$550,001 – 600,000	Contractor required	\$2,383.00
\$600,001 – 650,000	Contractor required	\$2,527.00
\$650,001 – 700,000	Contractor required	\$2,670.00
\$700,001 – 750,000	Contractor required	\$2,814.00
\$750,001 – 800,000	Contractor required	\$2,958.00
\$800,001 – 850,000	Contractor required	\$3,102.00
\$850,001 – 900,000	Contractor required	\$3,245.00
\$900,001 – 950,000	Contractor required	\$3,389.00

SAFETY CODES FEES (CONT)

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$950,001 – 1,000,000	Contractor required	\$3,533.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

ANNUAL ELECTRICAL PERMIT PROCESS

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to Mackenzie County upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

ANNUAL ELECTRICAL PERMIT FEES	
Rating of Establishment (KVA)	Fee
100 or less	\$300.00
101 to 2,500	\$300.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$660.00 plus \$12.00 per 100 KVA over 2,500 KVA
5,001 to 10,000	\$960.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,410.00 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$2,010.00 plus 3.00 per 100 KVA over 20,000 KVA

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

GAS PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

RESIDENTIAL INSTALLATIONS		
Number of Outlets	HOMEOWNER	CONTRACTOR
1	\$85.00	\$75.00
2	\$105.00	\$85.00
3	\$125.00	\$105.00
4	\$156.00	\$130.00
5	\$195.00	\$163.00
6	\$215.00	\$179.00
7	\$234.00	\$195.00
8	\$252.00	\$210.00
9	\$273.00	\$228.00
10	\$293.00	\$244.00
11	\$305.00	\$254.00
12	\$318.00	\$265.00
13	\$330.00	\$275.00
14	\$344.00	\$287.00
15	\$356.00	\$297.00
16	\$371.00	\$309.00
17	\$383.00	\$319.00
18	\$396.00	\$330.00
19	\$408.00	\$340.00
20	\$422.00	\$352.00
Add \$15.00 per outlet over 20		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

GAS PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	\$90.00	\$75.00
Additional Propane Tanks	\$15.00/tank	\$15.00/per tank
Temporary Heat	\$100.00	\$75.00

Grain Dryer	Contractor Required	\$250.00
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NON- RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	Contractor Required	\$75.00
Additional Propane Tanks	Contractor Required	\$15.00/per tank
Gas/Propane Cylinder Refill Center	Contractor Required	\$150.00

REPLACEMENT OF NON-RESIDENTIAL APPLIANCES	FEE
First Appliance Add \$15.00 for each additional appliance	\$70.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

GAS PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

NON-RESIDENTIAL INSTALLATIONS		
BTU Input	HOMEOWNER	CONTRACTOR
0-100,000	Contractor Required	\$75.00
100,001-110,000	Contractor Required	\$85.00
110,001-120,000	Contractor Required	\$95.00
120,001-130,000	Contractor Required	\$125.00
130,001-140,000	Contractor Required	\$135.00
140,001-150,000	Contractor Required	\$145.00
150,001-170,000	Contractor Required	\$150.00
170,001-190,000	Contractor Required	\$155.00
190,001-210,000	Contractor Required	\$160.00
210,001-230,000	Contractor Required	\$165.00
230,001-250,000	Contractor Required	\$170.00
250,001-300,000	Contractor Required	\$175.00
300,001-350,000	Contractor Required	\$180.00
350,001-400,000	Contractor Required	\$190.00
400,001-450,000	Contractor Required	\$195.00
450,001-500,000	Contractor Required	\$200.00
500,001-550,000	Contractor Required	\$205.00
550,001-600,000	Contractor Required	\$210.00
600,001-650,000	Contractor Required	\$220.00
650,001-700,000	Contractor Required	\$230.00
700,001-750,000	Contractor Required	\$240.00
750,001-800,000	Contractor Required	\$250.00
800,001-850,000	Contractor Required	\$260.00
850,001-900,000	Contractor Required	\$270.00
900,001-950,000	Contractor Required	\$280.00
950,001-1,000,000	Contractor Required	\$290.00
Add \$8.00 for each 100,000 BTU (or portion thereof) over 1,000,000 BTU		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

GAS PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

NON-RESIDENTIAL INSTALLATIONS		
TEMPORARY HEAT		
BTU Input	OWNER	CONTRACTOR
0 to 250,000	Contractor Required	\$75.00
250,001 to 500,000	Contractor Required	\$125.00
Over 500,000	Contractor Required	\$125.00 plus \$10.00 per 100,000 BTU (or portion thereof) over 500,000 BTU

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

REPLACEMENT GAS APPLIANCES		
BTU Input	OWNER	CONTRACTOR
0 to 400,000	Contractor Required	\$80.00
400,001 to 1,000,000	Contractor Required	\$150.00
Over 1,000,000	Contractor Required	\$150.00 plus \$5.00 per 100,000 BTU (or portion thereof) over 1,000,000 BTU

SAFETY CODES FEES (CONT)

PLUMBING PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

RESIDENTIAL INSTALLATIONS		
Number of Fixtures	HOMEOWNER	CONTRACTOR
1	\$85.00	See contractor fees
2	\$95.00	See contractor fees
3	\$105.00	See contractor fees
4	\$115.00	See contractor fees
5	\$125.00	See contractor fees
6	\$135.00	See contractor fees
7	\$140.00	See contractor fees
8	\$149.00	See contractor fees
9	\$164.00	See contractor fees
10	\$176.00	See contractor fees
11	\$186.00	See contractor fees
12	\$195.00	See contractor fees
13	\$204.00	See contractor fees
14	\$215.00	See contractor fees
15	\$224.00	See contractor fees
16	\$234.00	See contractor fees
17	\$245.00	See contractor fees
18	\$252.00	See contractor fees
19	\$263.00	See contractor fees
20	\$273.00	See contractor fees
Add \$8.00 for each fixture over 20		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

PLUMBING PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

Number of Fixtures	CONTRACTOR
1	\$75.00
2	\$85.00
3	\$90.00
4	\$95.00
5	\$105.00
6	\$110.00
7	\$115.00
8	\$124.00
9	\$137.00
10	\$147.00
11	\$155.00
12	\$163.00
13	\$170.00
14	\$179.00
15	\$187.00
16	\$195.00
17	\$204.00
18	\$210.00
19	\$219.00
20	\$228.00
21	\$234.00
22	\$242.00
23	\$248.00
24	\$254.00
25	\$262.00

Number of Fixtures	CONTRACTOR
26	\$268.00
27	\$274.00
28	\$282.00
29	\$288.00
30	\$294.00
31	\$302.00
32	\$309.00
33	\$314.00
34	\$322.00
35	\$329.00
36	\$335.00
37	\$342.00
38	\$349.00
39	\$357.00
40	\$362.00
41	\$369.00
42	\$377.00
43	\$382.00
44	\$389.00
45	\$397.00
46	\$402.00
47	\$409.00
48	\$417.00
49	\$422.00
50	\$429.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

PLUMBING PERMIT FEES (EFFECTIVE JANUARY 1, 2015 – FEES ARE INCREASED BY 15%)

Number of Fixtures	CONTRACTOR
51	\$435.00
52	\$440.00
53	\$445.00
54	\$450.00
55	\$457.00
56	\$463.00
57	\$467.00
58	\$473.00
59	\$478.00
60	\$484.00
61	\$488.00
62	\$494.00
63	\$500.00
64	\$505.00
65	\$510.00
66	\$515.00
67	\$522.00
68	\$527.00
69	\$532.00
70	\$537.00
71	\$543.00
72	\$549.00
73	\$553.00
74	\$559.00
75	\$564.00

Number of Fixtures	CONTRACTOR
76	\$570.00
77	\$574.00
78	\$580.00
79	\$587.00
80	\$592.00
81	\$594.00
82	\$597.00
83	\$599.00
84	\$602.00
85	\$604.00
86	\$608.00
87	\$610.00
88	\$613.00
89	\$617.00
90	\$618.00
91	\$620.00
92	\$623.00
93	\$627.00
94	\$629.00
95	\$632.00
96	\$635.00
97	\$638.00
98	\$639.00
99	\$642.00
100	\$645.00

Add \$1.00 for each fixture over 100

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES (CONT)

PRIVATE SEWAGE TREATMENT SYSTEMS

DESCRIPTION OF WORK	HOMEOWNER	CONTRACTOR
Holding Tanks and Open Discharges	\$200.00	\$200.00
Fields, Mounds, Sand Filters, Treatment Tanks, etc	\$275.00	\$275.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

OTHER CHARGES AND PAYMENTS

Mackenzie County will collect all permit fees and no remuneration will be remitted to the contracted Safety Codes Agency until such time as the permit is closed in accordance with Mackenzie County's Quality Management Plan (QMP). The contracted Safety Codes Agency will invoice and return closed permits to the County on a monthly basis.

Charges for additional services are as follows:

DESCRIPTION OF SERVICE	HOURLY CHARGE
Appeal services	\$75.00
Audit Representation	No charge
Code Seminars	No charge
Consultative Services	\$75.00
Emergency Services	\$125.00
Enforcement Services	No charge
Investigation Services	\$125.00
Public Works Complaints	No charge

Additional Inspection Services

In addition to addressing the needs of Mackenzie County's Accreditation, the contracted Safety Codes Agency shall offer to the residents of the County the full spectrum of Inspection Services, including:

- Wood Stove Inspections,
- Progress Payment Inspections (Bank Inspections),
- Private Home Inspections for real estate deals (all disciplines),
- Insurance Inspections,
- Electrical Equipment Approvals,

SAFETY CODES FEES (CONT)

- New Code Book Sales, and
- Code Seminars in all disciplines for local contractors.

These types of inspections may not be required under County Accreditation but are, none the less, important services Mackenzie County's residents need on a fairly regular basis. These fees shall be at a competitive rate and billed directly to the customer.

MISCELLANEOUS	
DESCRIPTION	FEE
Permit Cancellation – before plan review complete	Complete refund minus \$50
Permit Cancellation – after plan review complete	65% of permit fee
Amendments to Permit Application	Any additional fees shall be payable and any decrease in permit fees over \$20 shall be refunded
Additional Inspection (within 100 km radius)	\$75.00
Additional Inspection (over 100 km radius)	\$125.00
Permit Extension Requests	Shall be provided in writing and must contain reason for request and additional time requested. Permit extensions, where granted, shall be provided in writing.
Contractor's failure to obtain the proper permits, for the discipline in which they practice, prior to work commencement – due to negligence and/or repeat offences.	2 times the fee shown in the Fee Schedule Bylaw

PUBLIC WORKS

Item	Amount	GST
Winter Maintenance Flags	\$20.00 /up to 1/4 mile	Applicable
Senior/Handicapped Snowplow Flags (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control for Seniors	No Cost.	
TRAVIS Permits for Over Weight and Over Dimensional Vehicles on the following roads: <ul style="list-style-type: none"> • 88 Connector • Assumption (Chateh) • Fox Lake Road • Wadlin Lake Road • Watt Mountain Road (Hutch Lake) • Zama Access 	\$35.00 Non-Refundable	N/A

EQUIPMENT AND LABOUR

Item	Amount	GST
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Water Line Thawing Unit	\$20.00 per hour \$100.00 per 24 hours	Applicable
Sewer Line Camera	\$150.00 per hour (minimum charge \$350.00)	Applicable
Sanding Unit & Tandem Truck	\$110.00/hour (minimum charge 1 hr)	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
Labour	\$25.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour (minimum charge 1 hr.)	Applicable

Item	Amount	GST
75 HP Tractor Mower 15'	\$75.00 per hour (minimum charge 1 hr.)	Applicable

Note: County equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide.

AIRPORTS

Item	Amount	GST
Fuel Flow Charge	\$0.045 per liter for each liter of aviation fuel dispensed	Applicable
Land lease fee for hangars and associated uses	Fort Vermilion Airport – \$1.25 per square meter annually; La Crete Airport – \$1.30 per square meter annually	Applicable
Long Term Aircraft Parking (30 days or more)	\$250.00 annually (no power)	Applicable
Aircraft & Vehicle Parking	\$5.00 per day (power)	Applicable
Terminal Fees	No charge	N/A
Landing Fees	No charge	N/A

SOLID WASTE

Section 1: Commercial, Construction, Industrial & Institutional Solid Waste Fees

At Regional Landfill	
Current rate as set by the Mackenzie Regional Waste Management Commission	
At Transfer Station	
pickup truck (partial load)	\$5.00
pickup truck (full load)	\$10.00
Single axle larger than 1 ton	\$30.00
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
Tandem or tridem axle trucks 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
One-Time Use Refuse Bin Tags	\$1.50 per tag

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

PARKS

Section 1: General Park Fees

Day Use	Overnight	Weekly	Shelter Rent	Seasonal or Monthly Camping Stalls	Marina Dock Rental
Wadlin Lake					
No Charge	\$20	\$120	\$50/day for shelter rental	N/A	\$8/day with camping stall; \$10/day without camping stall
Machesis Lake					
No Charge	\$20	\$120	\$50/day for shelter rental	Non-Serviced: \$200/Month	N/A
Hutch Lake					
No Charge	\$20	\$120	\$50/day for shelter rental	N/A	N/A
Zama Community Park					
No Charge	Non-Serviced: \$10 Partially Serviced: \$15 Fully Serviced: \$20	Non-Serviced: \$60 Partially Serviced: \$90 Fully Serviced: \$100	\$50/day for shelter rental	<u>Monthly:</u> Non-Serviced: \$200 Partially Serviced: \$275 Fully Serviced: \$400	N/A
Tourangeau Lake					
No Charge	N/A	N/A	N/A	N/A	N/A
Fort Vermilion Bridge Campsite					
No Charge	N/A	N/A	N/A	N/A	N/A

Section 2: Penalties

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.18	Failure to vacate site	cost recovery
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00

Section 2: Penalties Cont'd

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00

Note:

Every person who contravenes a section of the Municipal Parks Bylaw is guilty of an offence and liable to the penalty as set out above or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).

TRAFFIC REGULATIONS

Traffic Regulation Bylaw Part 2: Parking

Section	Offence	Fine
Section 3(1)(a)	Prohibited Parking – Emergency Exit Door	\$50.00
Section 3(1)(b)	Prohibited Parking – Entrance to Emergency Service	\$50.00
Section 4(1)	Park in No Parking Zone Prohibited by Traffic Control Device	\$30.00
Section 4(2)	Park in No Parking Zone During Prohibited Times	\$30.00
Section 5 (2)	Park in No Parking Zone Prohibited by Temporary Traffic Control Device	\$30.00
Section 6	Stop in a No Stopping Zone Prohibited by Traffic Control Device	\$30.00
Section 7(2)	Park in a Disabled Person’s Parking Space	\$50.00
Section 8(2)	Park in Fire Lane	\$50.00
Section 9	Park an Unattached Trailer on Highway	\$30.00
	Park in Alley	\$30.00

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

Section	Offence	Fine
Section 11(1)	Drive Tracking Vehicle on Highway Without Authorization	\$100.00
Section 11(2)	Fail to Produce Tracked Vehicle Authorization	\$50.00

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

Section	Offence	Fine
Section 13(1)	Operate / Park Heavy Vehicle in Prohibited Area	\$75.00

Traffic Regulation Bylaw Part 5: Miscellaneous

Section	Offence	Fine
Section 14	Proceed Beyond Designated Point Near Fire	\$50.00
Section 15(1)	Cause Damage to Street Furniture	Court
Section 15(2)	Cause Damage to Highway	Court
Section 15(3)	Damage Costs for Sections 14(1) / 14(2)	amount expended

Note:

Every person who contravenes a section of the Traffic Regulation Bylaw is guilty of an offence and shall forfeit and pay a penalty as set out above or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) and/or imprisonment for not more than six (6) months.

Off-Highway Vehicles Bylaw Offences

Section	Offence	Fine
Section 5 (d)	Contravenes Off-Highway Vehicles Bylaw (First Offence)	\$50.00
Section 5 (e)	Contravenes Off-Highway Vehicles Bylaw (Second Offence)	\$100.00

FIRE SERVICES FEES

Provincial Roadways Incidents

If costs are not recovered from the responsible party or their insurance company, Alberta Transportation Policy #TCE-DC-501 (v3) states that Alberta Transportation is to be invoiced for recovery of services at the following rates:

Item	Amount
<u>Response fees including man power:</u>	
Pumper Unit	\$610.00 per hour
Ladder Unit (Aerial)	\$610.00 per hour
Tanker Unit	\$610.00 per hour
Rescue Unit	\$610.00 per hour
Command Unit	\$180.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour

Command Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates
<u>Manpower Fee:</u>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour

Other Incidents:

Item	Amount
<u>Response fees including man power:</u>	
Pumper Unit	\$200.00 per hour
Ladder Unit (Aerial)	\$200.00 per hour
Tanker Unit	\$200.00 per hour
Rescue Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<u>Manpower Fee:</u> (if only manpower is requested/needed)	
Officers	\$25.00 per man hour
Firefighter	\$20.00 per man hour

Note:

- a) Travel time to and from the scene of an accident for non-provincial responses shall be free of charge;
- b) A residential invoice shall not exceed \$5,000 per incident. Residential means property that is not classed as farm land, machinery and equipment or non-residential by the County's assessor and as described in Municipal Government Act. When a titled property has multiple structures such as a residential and non-residential structure, a determination shall be made regarding origin of the fire by the Fire Chief. If the fire originated from the residential structure, the \$5,000 limit per incident shall apply.

False Alarms

Item	Amount
Response to False Alarm 1 st Call	No charge
(within same year as 1 st Call) 2 nd Call	\$100.00
(within same year as 1 st Call) 3 rd Call	\$200.00
(within same year as 1 st Call) 4 nd Call	\$300.00

Other Fees

Item	Amount
Violation Ticket*– 1 st Offence	\$250.00
Violation Ticket* – 2 st and Subsequent Offences	\$500.00
Fire Works Permit (no charge to non-profit groups)	\$50.00 per permit
Filling of Air Cylinders (breathing air) Small cylinder (30 min) Cascade cylinder	\$25.00 \$100.00
Water Flow Testing Reports	\$100.00
File Search (fire inspections and investigations)	\$35.00 per search
Fire Permit	No charge
Fire Inspection Services Within the County	\$50.00 per hour plus expenses
Fire Inspection Services Outside of the County	\$75.00 per hour plus expenses
Re-inspection with Outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus \$15% administrative fee
Expert Witness Services – Civil Litigation	\$25.00 per hour to a maximum of \$350.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

**As specified in Fire Services Bylaw*

Note:

- a) Every person who violates a provision of Fire Services Bylaw is guilty of an offense and is punishable upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.
- b) Nothing shall prevent a Peace Officer from:

- (i) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the Mackenzie County Fire Services Bylaw, or
- (ii) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.

DOG CONTROL FEES

Fees & Penalties	General	Dogs	Dangerous Dogs
Failure to obtain a valid license penalty		\$35.00	\$50.00
Failure to wear a dog tag penalty	\$35.00		
Annual Fees			
– neutered male or spayed female		\$10.00	\$50.00
– unneutered male or unspayed female		\$25.00	\$100.00
Lifetime Fee			
– neutered male or spayed female		\$50.00	\$50.00
– unneutered male or unspayed female		\$200.00	\$200.0
Replacement for misplaced, lost, or stolen dog tag	\$5.00		
Failure to obtain a kennel license penalty	\$50.00		
Dog running at large – Handling fee			
1 st offence		\$50.00	\$500.00
2 nd offence		\$100.00	\$1,000.00
3 rd offence and subsequent		\$200.00	\$1,500.00
Bite a person penalty		\$250.00	\$1,000.00
Injure a person penalty		\$250.00	\$1,000.00
Chase or threaten a person penalty		\$150.00	\$1,000.00
Bite, bark at, chase stock, bicycles, wheelchairs, or other vehicles penalty		\$250.00	\$1,000.00
Bark, howl or disturb any person penalty			\$50.00

Fees & Penalties	General	Dogs	Dangerous Dogs
Worry or annoy any other animal penalty	\$50.00		
Damage to public or private property penalty		\$50.00	\$250.00
Upset waste receptacles or scatter contents thereof (Section 1. (b) or Dog Control Bylaw)	\$100.00		
Leave dog unattended in motor vehicle penalty		\$50.00	\$250.00
Fail to provide water, food, shelter or proper care penalty	\$100.00		
Abuse or abandonment of dog penalty	\$250.00		
Dog in prohibited areas as set by Council penalty	\$100.00		
Failure to report dog with a communicable disease penalty	\$100.00		
Failure to confine a dog with a communicable disease penalty	\$100.00		
Failure to keep dog confined for nor less than ten (10) days penalty	\$50.00		
Interfere or threaten an Animal Control Officer penalty	\$250.00		
Induce a dog or assist a dog to escape capture penalty	\$250.00		
Falsely represent him/herself as being in charge of a dog penalty	\$100.00		
Allow, or attempt to allow, a dog(s) to escape from a vehicle, cage, or lice trap penalty	\$100.00		
Remove or attempt to remove a dog from an Animal Control Officer penalty	\$250.00		
Unconfined female dog in heat penalty	\$50.00		
Failure to remove defecation	\$50.00		
Impoundment fees (to be verified with the veterinarian)		Amount expended	Amount expended
Veterinary fees (to be verified with the veterinarian)		Amount expended	Amount expended
Destruction of dog fees (to be verified with the veterinarian)		Amount expended	Amount expended
Failure to keep a dangerous dog(s) confined penalty			\$500.00
Improper pen or other structure penalty			\$200.00
Give false information when applying for dangerous dog license penalty			\$500.00
Failure to keep dangerous dog muzzled penalty			\$500.00

Fees & Penalties	General	Dogs	Dangerous Dogs
Failure to harness of leash a dangerous dog properly penalty			\$500.00
Failure to keep a dangerous dog under the control of an adult person penalty			\$500.00

No penalties will be levied for “dog at large: under part 4 section 18 or 22 if impoundment fee and handling fees are paid.

Note:

- a) Any person who contravenes, disobeys, refuses or neglects to obey any provisions of this Bylaw is guilty of an offense and is liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000) in addition to any other fees according to Mackenzie County Fee Schedule Bylaw, and in default of payment to imprisonment for a term not exceeding ninety (90) days.

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS

Water/Sewer Rates

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.18 per m ³ of consumption	\$31.52/month plus \$0.73 per m ³ of water consumption
Rates for Cardlock Users (treated water)	\$3.18 per m ³ of consumption	\$0.73 per m ³ of water consumption
Rates for Cardlock Users (raw water)	\$2.31 per m ³ of consumption	N/A
High Level South Waterline	As per agreements	N/A

Penalties

One time 10% penalty will be charged on all current charges if the utility bill is not paid by the due date.

Fees and Deposits

Description	Fee Amount
Application fee for new account move in	\$50.00
Transfer from one account to another	\$50.00
Reconnection of account due to non-payment of account	\$50.00

Description	Fee Amount
Fee for services required upon the request of the customer <u>within</u> the one (1) working day requirement (see Water & Sewer Services Bylaw)	\$50.00
Fee for hamlet water and/or sewer service tie-in	\$100.00
Fee for hamlet water and/or sewer main tie-in	\$500.00 plus cost of installation
Fee for rural water tie-in directly to the trunk line PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$8,000.00
Fee for rural water tie-in to a lateral extension PLUS the actual costs of service installation to property line, a metering chamber and a meter	Cost recovery as determined for the specific areas and per Policy UT006 Water Servicing
Fee for rural water multi-lot subdivision PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$2,800.00/lot
Fee for water meter testing. Refundable if variance of meter reading is greater than 3%.	\$100.00
Fee for County employee services during regular working hours required to construct, repair, inspect, or service where the responsibility for work was borne by the developer, consumer or corporation	\$75.00/hr (minimum 1 hr charge)
Fee for after hour emergency call out of County employee for services born by the consumer	\$100.00/hr (minimum 1 hr charge)
Deposit for cardlock	\$100.00 for residential \$500.00 for commercial
Lagoon Sewage Disposal Fees (agreement required)	\$25.00/Load–Single Axle Unit \$50.00/Load-Tandem Axle Unit \$75.00/Load-All units larger than tandem axle units including pup trailers

- (i) Deposits may be transferable from one service to another by the same consumer.
- (ii) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money to the customer within forty (40) days.
- (iii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit

shall be transferred to the general revenue account of Mackenzie County.

- (iv) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.

Meter Fees

Size of Meter	Cost of Meter and Install
5/8"	\$400.00
3/4" Residential	\$440.00
3/4" Commercial	\$520.00
1"	\$620.00
1 1/2"	\$980.00
2"	\$1,260.00

* 15% administrative fee is included in all meter costs.

** The consumer will be given the option of paying the complete cost upon application, having the cost applied to their first water bill, or having the cost applied to their water bill in 6 equal payments.

*** Meters of a greater size than identified above will be dealt with on an individual basis.

Fines for Water/Sewer

The voluntary payment, which may be accepted in lieu of prosecution for a contravention shall be the sum as set in the following table:

DESCRIPTION	PENALTY
Failing to connect to Municipal Utility	\$2,500.00
Failing to provide grease, oil & sand traps & maintain catch basins	\$1,000.00
Interfering/Tampering with Municipal Utility	\$2,500.00
Operation or use of Municipal Utility without authorization	\$250.00
Failing to allow County staff or agent to enter premises	\$250.00
Failing to maintain water or sewer system	\$100.00
Failure to use proper material	\$250.00

DESCRIPTION	PENALTY
Failure to install sewer backflow preventer	\$150.00
Failure to install cross connection control device	\$500.00
Failure to execute proper tapping or backfilling	\$250.00
Covering a water or sewer system prior to inspection	\$250.00
Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$500.00
Failure to report broken seal to County	\$50.00
Obstruction of Fire Hydrants/Valves	\$100.00
Illegal disposal of water	\$1,500.00
Well or other source of water supply	\$250.00
Illegal disposal in sewer or storm drainage system	\$2,500.00
Bringing pesticides or sprayer equipment onto the potable water truckfill station (applicable to the Fort Vermilion location)	\$500.00

Note: A person who contravenes a provision of the Water and Sewer Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in this Bylaw or, on summary conviction to a fine not less than fifty (\$50.00) dollars and not more than five thousand (\$5,000.00) dollars, and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.

3. Fees to neighbouring local governments may be subject to mutual aid agreements.
4. This Bylaw shall come into force and effect upon receiving third reading.
5. This Bylaw repeals Bylaw 979-14 Fee Schedule.

In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

READ a first time this 14th day of April, 2015.

READ a second time this _____ day of _____, 2015.

READ a third time and finally passed this _____ day of _____, 2015.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Federation of Canadian Municipalities (FCM) – Initiation to Participate in a Workshop with First Nations

BACKGROUND / PROPOSAL:

In early 2014, Mackenzie County submitted an application to the FCM to host a workshop under the First Nations – Municipal Community Infrastructure Partnership Program and was successful. FCM sent the invitations to Dene Tha, Little Red River, Beaver and Tall Cree First Nations. As Council may recall, Little Red River First Nations Chief and Council, and the Administrator from the Beaver First Nations had attended. The feedback was positive from everyone; the session was insightful, relevant, and set a good basis for future collaboration.

After receiving another FCM notification that the program has been extended, Council was advised:

“However, in order to be considered, an application must be submitted. Six community pairings will be selected and will receive assistance from FCM:

“In the coming month we will be issuing a call for applications for First Nations and municipalities that would like to participate in a peer learning initiative that will be the focus of the next phase of the program. From the pool of applicants, 6 community pairings will be selected from across the country. Those pairings that are selected will benefit from several face-to-face workshops, regular meetings with the CIPP team on joint service agreement development, networking and peer learning opportunities, and access to peer-mentorship.”

Council passed the following motion:

“That Mackenzie County communicates their intent to Little Red River First Nations to submit an application under the FCM First Nations – Municipal Community Infrastructure Partnership Program and seeks their commitment prior to the application.”

Author: _____ Reviewed by: _____ CAO: _____ JW _____

Since no reply was received from Little Red River First Nations, no application was submitted (was due in September 2014).

OPTIONS & BENEFITS:

Councilor Eric Jorgensen has continued staying in contact with Erin Strachan of FCM during this time. FCM has offered to facilitate another workshop between Mackenzie County and the First Nations. Their suggested dates are June 8, 9 or 10 (their preferred date is June 9).

NOTE:

Please note that Council discussed appointing First Nations liaisons during the January 2015 Strategic Planning session, but this has not taken place as no specific mandate for these liaison appointments were established.

Council may wish to discuss:

1. Mandate for First Nations liaisons
2. If mandate can be established, appoint a Councilor or Councilors to be the liaisons with First Nations across the County.

COSTS & SOURCE OF FUNDING:

FCM will cover the costs of the venue and meals. The County Councilors will be receiving compensation as per the County's bylaw for honorariums and travel costs reimbursements.

SUSTAINABILITY PLAN:

Mackenzie County identified fostering successful relationships with First Nations as one of its priorities.

COMMUNICATION:

If Council supports participating in this workshop, FCM will be sending the invitations to the First Nations.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Mutual Aid Agreements for Emergency Response (Fire Services) with First Nations

BACKGROUND / PROPOSAL:

Over the last three months, two letters were sent to each of the First Nations bands (Little Red River First Nations, Beaver First Nations, Tall Cree First Nations). The first letter was an invitation to discuss mutual aid agreements for emergency response (fire services) with Mackenzie County, and in the second letter the County had advised of an April 30 2015 deadline to either enter into an agreement or commence negotiating an agreement; otherwise the County will not be responding to the emergency response calls originating from First Nations lands. This is due to a potential liability the County could be exposed when responding without an agreement.

OPTIONS & BENEFITS:

Mackenzie County received one response (attached). The response is from the Beaver First Nations.

We will work with the Beaver First Nations to establish a suitable date to meet.

COSTS & SOURCE OF FUNDING:

In the process of negotiating the mutual aid agreements, the rates will be established.

SUSTAINABILITY PLAN:

Having the mutual aid agreements with First Nations will assist in providing timely and quality fire suppression services to the Mackenzie Region people and properties.

Author: _____ Reviewed by: _____ CAO: JW

COMMUNICATION:

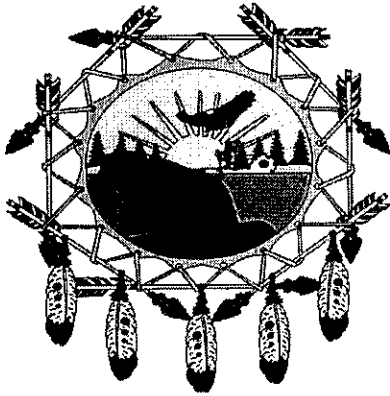
Once the mutual aid agreement is established, this event will be highlighted in one of the County Images and the agreement will be available for viewing on the County's website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the update regarding the mutual aid agreements with First Nations for emergency response (fire services) be received for information.

Author: _____ Reviewed by: _____ CAO: JW



BEAVER FIRST NATION
BOX 270
HIGH LEVEL, AB
T0H 1Z0

April 6, 2015

Mackenzie County
P.O. Box 640,
4511 – 46 Avenue,
Fort Vermillion, Alberta
T0H 1N0

Attn: Bill Neufeld

Dear Sir:

Re: Emergency Services Response

Referring to your letter dated March 12, 2015, received March 30, 2015, we also wish to meet with representatives from the Mackenzie County to discuss a mutually beneficial Mutual Aid Agreement.

To this end, we have contacted our Field Service Officer, Susan Hannaford, Aboriginal Affairs and Northern Development Canada, to establish a potential date to meet.

Respectfully,

Chief Trevor Mercredi,
Beaver First Nation

RECEIVED
APR 20 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agenda Item for May 29, 2015 Tri-County Meeting (with MD of Opportunity and Northern Sunrise County)

BACKGROUND / PROPOSAL:

The following information was communicated to CAOs at the last LGAA/ARMA meeting:

“ALBERTA TRANSPORTATION UPDATE – ARMAA LGAA MEETING APRILS 9TH, 2015

BUDGET REVIEW

- *Summer maintenance reduced by \$27.8M (30%);*
- *No crack seal or rout and seal;*
- *1 shoulder mow only, no full ROW;*
- *No blanket chemical spray, spot spray only if Weed Notice;*
- *Limited spray patch and ACP patching (cut by 32%);*
- *Reduced gravelling;*
- *No corrective/preventative maintenance;*
- *50% of water infrastructure funding is cut;*
- *Culvert replacement budget cut by 75%;*
- *Chip seal reduced by 10%;*
- *Bridge preservation has been cut by \$6M.*

POSITIVES

- *Funding for activities directly related to public safety was not changed;*
- *Funding for winter maintenance was not changed;*
- *There is a 2% inflation increase in the forecasts for 2016/17 and 2017/18.”*

Author: _____ Reviewed by: _____ CAO: JW

OPTIONS & BENEFITS:

Upon discussion at the last ASB meeting, the ASB passed this motion.

MOTION ASB 15-04-33 *“That the ASB recommend to council to add the 2015 Alberta Transportation Budget cuts to the Tri County Agenda for discussion.”*

COSTS & SOURCE OF FUNDING:

NA

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council adds the 2015 Alberta Transportation budget cuts to the Tri-County agenda for discussion.

Author: _____ Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 29, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- 2015-04-01 – Ripple Rock Elementary – Social Studies Exploring Communities Throughout Canada
- 2015-04-04 – Industry Canada – NDCD Pending Dissolution Warning
- 2015-04-07 – Municipal District of Opportunity No.17 – STARS Charity Golf Invitation
- 2015-04-13 – Lac Ste. Anne County – FCM Woman’s in Municipal Fund – Request for Support
- 2015-04-21 – Alberta Government – Seniors Week
- 2014-12-31 – Mackenzie Housing Management Board Financial Statements
- 2015-04-21 – Canadian Fitness & Lifestyle Research Survey
- 2015-03-24 – REDI Meeting Minutes
-
-
-
-
-
-
-
-
-

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

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



Municipal District of Opportunity No. 17

(Main Office)
P.O. Box 60
Wabasca, Alberta
T0G 2K0

Phone: (780) 891-3778

Fax: (780) 891-4283

April 7, 2015

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

Council

Attention: Mackenzie County Council

Re: Invitation to STARS Charity Golf Tournament

The Municipal District of Opportunity No. 17 Council would like to invite you to participate in our Charity Golf Tournament with proceeds going to STARS. The tournament will be held on Wednesday July 15, 2015 at Eagle Point Golf Course in Wabasca, AB.

STARS is an important service to our district and region and is dedicated to providing its highly specialized emergency medical transport system for the critically ill and injured. STARS flew 1,739 missions during the 2013-14 fiscal year in Alberta, which could not be possible without continued support from the communities that STARS serves.

The attached invitation includes details of the event and a registration form. If you have any questions, please do not hesitate to contact Jim Fraser, CPGA Head Golf Professional, at Eagle Point Pro Shop at 780-891-3475 or jimf@mdopportunity.ab.ca.

Sincerely,

Reeve Paul Sinclair

RECEIVED
APR 21 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE

(Sub Office)
P.O. Box 50
Red Earth, Alberta
T0G 1X0
Phone: (780) 649-3427
Fax: (780) 649-3440

"Land of Opportunity"

(Sub Office)
Box 22
Calling Lake, Alberta
T0G 0K0
Phone: (780) 331-3860
Fax: (780) 331-3950



STARS®



MD Council cordially invites you or delegation to

MD of Opportunity Charity Golf Tournament

benefitting STARS Air Ambulance

July 15, 2015

Eagle Point Golf Course in Wabasca, AB

\$250pp includes: 18 holes of golf-scramble format, power cart, dinner, gift package, chance to win prizes and a \$150 charitable donation receipt.

Teams will be formed the day of the tournament. Network with municipal and provincial dignitaries at the new Eagle Point Golf Course in an effort to raise funds for STARS.

Registration: 10am
Shotgun start: 11am
Awards & Dinner: 6pm

Sponsorships:
\$300 per hole
\$2,400 Golf
\$2,800 Dinner

Newly opened hotels in Wabasca. Visit golfwabasca.ca

REGISTRATION FORM

Primary Contact Name _____ Organization _____

Company/Organization _____

Phone _____ Cell _____

Email _____

Golfers: 1. _____ 2. _____

3. _____ 4. _____

Sponsorships: Hole Sponsor \$300 Golf Sponsor \$2,400 Dinner Sponsor \$2,800 Other: _____

Send registration forms & payment by June 30 to: MD of Opportunity Box 60, Wabasca AB T0G 2K0 or jimf@mdopportunity.ab.ca or fax: 780-891-4283 Make cheques payable to: MD of Opportunity

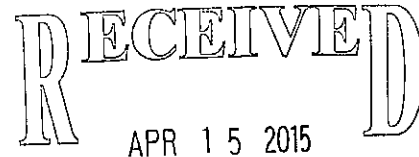


2015-04-02

348761-0 PENDING DISSOLUTION/ DISSOLUTION EN COURS CCA-II
ERIC JORGENSEN
NORTHWEST CORRIDOR DEVELOPMENT CORPORATION

BOX 640
FORT VERMILLION AB
Canada

Corporation Number: 348761-0
Numéro de société :



WARNING

Pending Dissolution Failure to Transition

Canada Not-for-profit Corporations Act (NFP Act)

All corporations currently governed by the *Canada Corporations Act*, Part II, are required to transition to the NFP Act. According to our records, the above-mentioned corporation has not transitioned.

If this corporation does not transition in the 120 days following the date of this notice, it will be considered inactive and be dissolved.

If this corporation is a registered charity, dissolution could lead to the revocation of its registration as a charity.

For more information, consult:
www.cra-arc.gc.ca/charities

Should this corporation continue to exist?

YES: Complete the transition in the 120 days following the date of this notice. Consult:
www.corporationscanada.ic.gc.ca/transitionguide

NO: Do nothing. A Certificate of Dissolution will be issued after the expiry of the 120-day period, which will legally end this corporation.

In accordance with section 222 of the NFP Act, this notice has been sent to the corporation's registered office and to each of its directors at the addresses currently listed in our records:
www.corporationscanada.ic.gc.ca/search.

If you are not associated with this corporation, please disregard this notice.

AVERTISSEMENT

Dissolution en cours Transition non effectuée

Loi canadienne sur les organisations à but non lucratif (Loi BNL)

Toutes les corporations actuellement régies par la *Loi sur les corporations canadiennes*, partie II doivent effectuer la transition en vertu de la Loi BNL. D'après nos dossiers, la corporation mentionnée ci-haut n'a pas effectué cette transition.

Si la corporation n'effectue pas la transition dans les 120 jours suivant la date du présent avis, elle sera considérée inactive et sera dissoute.

Si cette corporation est un organisme de bienfaisance enregistré, la dissolution pourrait donner lieu à la révocation de son enregistrement en tant qu'organisme de bienfaisance.
Pour plus d'information, consultez:
www.cra-arc.gc.ca/bienfaisance

Est-ce que cette corporation devrait continuer d'exister?

OUI: Vous devez effectuer la transition dans les 120 jours suivant la date du présent avis. Consultez :
www.corporationscanada.ic.gc.ca/guidedetransition

NON: Vous n'avez rien à faire. Un certificat de dissolution sera automatiquement émis à l'expiration de la période de 120 jours. La dissolution mettra fin légalement à cette corporation.

Conformément à l'article 222 de la Loi BNL, cet avis est envoyé à la corporation à l'adresse de son siège social ainsi qu'à tous les administrateurs aux adresses contenues actuellement dans nos dossiers :
www.corporationscanada.ic.gc.ca/recherche

Si vous n'avez aucun lien avec cette corporation, veuillez ignorer cet avis.

Council Jnp

JUNE 1-7



Since 1986, Alberta has encouraged communities and organizations to come together and honour seniors for their many contributions to our province. This year, Seniors' Week is June 1-7, 2015.

Across Alberta, organizations and municipalities will host various events throughout Seniors' Week. Enclosed you will find a poster to help promote the events happening in your community. You may request additional copies of the poster by returning the enclosed fax request form.

To register your event using the Alberta Culture Calendar, visit www.culture.alberta.ca/events, click on Submit Event, and enter your event under the Seniors' Week category in the drop down menu.

I hope that you will join in celebrating Seniors' Week 2015!

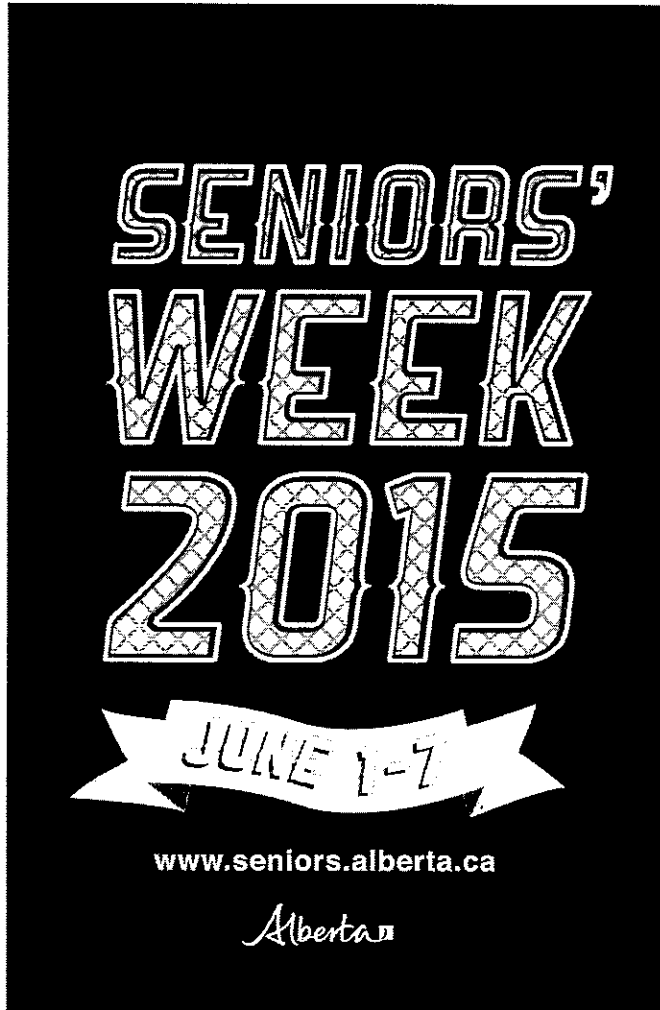
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MACKENZIE COUNTY
FORT VERMILION OFFICE

Alberta

Seniors' Week Poster Fax Request Form

Fax back to:
(780) 422-8762



ORGANIZATION MAILING INFORMATION (please print)

ORGANIZATION	
ADDRESS	
CITY / TOWN	ALBERTA
POSTAL CODE	

CONTACT NAME	
PHONE NUMBER	

PLEASE SEND (add quantity)

POSTERS	
----------------	--





*Copy to Council
Larissa
Please send them
30 pins as requested
Thank you
LJ*

April 1, 2015

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

To Whom It May Concern:

My name is Philip Cizmic and I am the principal of Ripple Rock Elementary in Campbell River, British Columbia. I also teach grade 5. For our social studies unit, we are exploring communities throughout Canada.

Students will be separated into groups of 5 students and each group will explore, in depth, a community. They will use a variety of research skills to compile their facts and will present the information about the community to their classmates and parents.

Your community is one of the ones we have chosen to explore. The goal of this activity is to provide students with an opportunity to apply research and presentation skills. In doing so, they will develop an understanding of geography, population trends, natural resources, government and economy. At the end of the assignment students will be "experts" on your community.

I know that many communities like to promote their communities through the distribution of lapel pins. It is my hope that you could send 30 pins of your community for each student in the class. If this is too much, would it be possible to receive 5 pins so each of the experts could have one. I believe through this project and through the receipt of pins, the students would make a connection to your community. Hopefully it would inspire them to visit and explore your community.

Any support would be greatly appreciated. If you have any questions, please do not hesitate to contact me by email (philip.cizmic@sd72.bc.ca) or by phone (250.850.2035 ext 5013).

Thank you,

Philip Cizmic
Principal

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APR 16 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE

Lac Ste. Anne County

4928 Langston Street
Box 219, Sangudo, AB T0E 2A0
www.lzac.ca



April 13th, 2015

*Copy to Council
JL*

Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
Attention: Council

Re: FCM Women in Municipal Government Fund – Request for Support

The Federation of Canadian Municipalities (FCM) supports increased participation of women in local government. This is accomplished through education and programs that support and encourage women to get involved in local politics and leadership. FCM offers three scholarship programs that encourage this philosophy as follows:

- 1) Canadian Women in Municipal Government Scholarship: open to women students enrolled in any year of study in secondary school and who are contributing to their school's leadership team or student council,
- 2) Mayor Andree Boucher Memorial Scholarship: Rewarding student research on women in politics,
- 3) Ann McLean Award: recognizes retired women municipal politicians who have shown exemplary service to their community and constituents and to mentoring women who want to run for elected office.

The annual FCM Conference is a great opportunity to raise awareness and funds to support these initiatives and each FCM Regional Caucus takes it upon themselves to fundraise for this program when the annual conferences takes place in their region. This year the conference is being held in Alberta (Edmonton) and the Prairie and Territories Caucus has been challenged to meet or beat the funds raised by the Ontario Caucus.

Our Caucus would like to challenge all municipalities across Alberta to assist us with this challenge by donating \$100.00 towards this worthwhile program. All funds donated by Alberta municipalities will be added to the fundraising campaign completed during the conference and the grand total will be announced at the conference Annual General Meeting on June 7th, 2015.

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APR 21 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDING DECEMBER 31, 2014

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

LOCATION (MUNICIPALITY): La Crete and Fort Vermilion

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**MACKENZIE COUNTY
FORT VERMILION OFFICE**

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Independent Auditors' Report

To the Directors of Mackenzie Housing Management Board:

We have audited the accompanying consolidated financial statements of Mackenzie Housing Management Board, which comprise the consolidated statement of financial position as at December 31, 2014 and the statement of changes in net assets, statement of changes in restricted operating reserve fund, and consolidated statements of operations and cash flows for the year ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statement.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Mackenzie Housing Management Board as at December 31, 2014, and the results of its operations and its cash flows for the then year ended, in accordance with Canadian accounting standards for not-for-profit organizations.

MNP LLP

March 31, 2015
Grande Prairie, Alberta

Chartered Accountants

MNP

CERTIFICATION BY THE MANAGEMENT BODY

To the best of my knowledge and belief, the statements and schedules included in this report are true and correct, as at DECEMBER 31, 2014 for the management body legally known as:

MACKENZIE HOUSING MANAGEMENT BOARD

To the best of my knowledge and belief, all assets and liabilities of the management body are fairly stated in the Statement of Financial Position included herein.

To the best of my knowledge and belief, tenant incomes have been verified and that rentals charged are in accordance with the established incomes and the applicable rent-to-income scale.

In addition, I certify that the above named management body is legally incorporated under the Alberta Housing Act and is in good standing at this date.

DATE:

March 31, 2015

CHAIRMAN OF THE BOARD OF DIRECTORS:


George Friesen

LA CRETE, ALBERTA

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

MACKENZIE HOUSING MANAGEMENT BOARD
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
December 31, 2014

	December 31, 2014					December 31, 2013
	<u>CONSOLIDATED</u>	Lodge	<u>Supportive Living</u>	Housing	SRHI	<u>CONSOLIDATED</u>
ASSETS						
CURRENT						
Cash and cash equivalents	987,281	987,281	-	-	-	851,591
Cash - restricted	538,800	500,000	-	38,800	-	38,800
Guaranteed investment certificates (Note 3)	617,772	106,460	511,313	-	-	610,146
Security Deposit Trust Account	31,479	-	-	31,479	-	29,805
Accounts Receivable (Note 4)	104,911	52,154	1,794	42,029	8,934	574,434
Due from Alberta Housing (Schedule II)	-	-	-	-	-	3,633
Other Current Assets	17,300	13,495	-	1,288	2,517	15,830
Due from Municipalities	2,298	2,298	-	-	-	-
Lodge Renewal Grant	24,000	24,000	-	-	-	-
Interfund Accounts	(0)	(1,060,027)	781,837	33,348	244,842	-
TOTAL CURRENT ASSETS	2,323,841	625,661	1,294,943	146,943	256,293	2,124,238
INVESTMENTS (Note 5)	892	892	-	-	-	826
CAPITAL ASSETS (Note 6, Schedule I)	368,018	117,857	-	20,201	229,960	343,526
TOTAL ASSETS	2,692,750	744,409	1,294,943	167,144	486,253	2,468,591
LIABILITIES						
CURRENT						
Accounts Payable/Accrued Liabilities (Note 7)	345,758	138,497	138,565	60,876	7,821	544,148
Prepaid Rent	9,091	1,475	-	7,415	201	8,085
Tenant Security Deposits Payable	31,479	-	-	31,479	-	31,796
Restricted Operating Reserve Fund (Note 8)	18,800	-	-	18,800	-	18,800
Rent Supplement Cash Advance	20,000	-	-	20,000	-	20,000
Lodge Renewal Grant Deferred (Note 9)	-	-	-	-	-	12,985
Lodge Maintenance Grant Deferred (Note 9)	-	-	-	-	-	5,445
Due to Municipalities	-	-	-	-	-	229,763
Due to Alberta Housing (Schedule II)	8,374	-	-	8,374	-	-
Deferred Capital Contributions (Note 10)	500,000	500,000	-	-	-	-
TOTAL LIABILITIES	933,502	639,972	138,565	146,943	8,022	871,022
Commitment (Note 11)						
NET ASSETS						
SURPLUS, EQUITY AND RESERVES						
Accumulated Surplus (Deficit)	1,036,499	(119,879)	1,156,378	-	-	1,037,144
Invested In Capital Assets	368,018	117,857	-	20,201	229,960	343,526
Reserve - SRHI Program	248,271	-	-	-	248,271	116,899
Capital Reserve	106,460	106,480	-	-	-	100,000
TOTAL NET ASSETS	1,759,248	104,438	1,156,378	20,201	478,231	1,597,568
TOTAL LIABILITIES AND NET ASSETS	2,692,750	744,409	1,294,943	167,144	486,253	2,468,591

**CONSOLIDATED STATEMENT OF CHANGES IN NET ASSETS
AS AT DECEMBER 31, 2014**

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

	Lodge Accumulated Surplus (Deficit)	Supportive Living Accumulated Surplus (Deficit)	SRHI Reserve	Capital Reserve	Invested in Capital Assets SRHI	Invested in Capital Assets Lodge
Balance at beginning of year	-	1,037,114	116,899	100,000	221,316	96,959
Current year net excess (deficiency) of revenue over expenses	(98,982)	125,724	140,016	-	-	-
Less: Transfer back to municipality	-	-	-	-	-	-
Sub-total	(98,982)	1,162,838	256,915	100,000	221,316	96,959
Acquisition of capital assets	(51,196)	-	(8,644)	-	8,644	51,196
Amortization	30,299	-	-	-	-	(30,299)
Transfer of interest earned	-	(6,460)	-	6,460	-	-
Balance at end of year	(119,879)	1,156,378	248,271	106,460	229,960	117,857

**STATEMENT OF CHANGES IN HOUSING NET ASSETS
AS AT DECEMBER 31, 2014**

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

	Accumulated Surplus - 090	Donated Capital - 093	Invested In Capital Assets - 095
Balance at beginning of year	-	-	25,251
Current year net excess (deficiency) of revenue over expenses	(5,050)	-	-
Sub-total	(5,050)	-	25,251
Acquisition of capital assets	-	-	-
Amortization	5,050	-	(5,050)
Capital grant received	-	-	-
Balance at end of year	-	-	20,201

STATEMENT OF CHANGES IN RESTRICTED OPERATING RESERVE FUND
December 31, 2014

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

	Operating Fund - 085
Balance at beginning of year	18,800
Add: Reserve Grant / Funding Received	-
Sub-Total	18,800
Less: Repayment to Alberta Social Housing Corporation	-
Balance at end of year	18,800

MACKENZIE HOUSING MANAGEMENT BOARD
CONSOLIDATED STATEMENT OF OPERATIONS
For the Year Ending December 31, 2014

	2014					2013
	Lodge	Supportive Living	Housing	SRHI	Total	Total
REVENUE						
400000 Rent	1,165,102	-	427,596	163,664	1,756,362	1,686,670
410000 Resident Services	72,367	-	115,427	472	188,266	108,307
420000 Non-Resident Services	24,454	-	-	-	24,454	15,620
Grants						
430010 ASHC - Shared Costs	-	-	-	-	-	-
430020 ASHC - Maintenance	5,445	-	-	-	5,445	13,355
430030 ASHC - Interest Subsidy	-	-	-	-	-	-
430040 ASHC - Grants for Rest	36,985	-	367,694	-	404,679	360,064
430050 ASHC - LAP grant	327,909	-	-	-	327,909	285,147
430060 ASHC - Rent Supplement Grants received	-	-	-	-	-	-
430110 Provincial - Homeless Grants	-	-	-	-	-	-
430120 Provincial - Other Grants	-	-	-	-	-	-
432000 Municipal	-	-	-	-	-	-
431000 Federal	-	-	-	-	-	-
433000 Other	-	-	-	-	-	-
Operational Funding						
460010 Municipal Requisition (Note 12)	338,426	-	-	-	338,426	568,189
450010 Provincial	-	2,489,221	-	-	2,489,221	2,408,786
450030 Other	-	-	-	-	-	-
470000 Management and Administration	-	-	5,060	8,644	13,704	-
475000 Investment Income	2,550	6,342	-	2,999	11,891	8,846
480000 Charitable Donations	-	-	-	-	-	-
Total Revenue	1,973,237	2,495,563	915,778	175,779	5,560,357	5,454,983
EXPENSES						
550000 Human Resources	1,104,825.27	2,260,480	340,368	-	3,705,673	3,369,070
520000 Operating	549,143.70	19,858	14,592	4,042	587,636	549,838
530000 Operating Maintenance	129,067.58	1,519	120,542	26	251,155	418,021
510000 Utilities	187,730.32	5,612	337,477	1,486	532,305	488,751
500000 Taxes and Land Leases	-	-	57,241	26,114	83,355	78,471
560000 Administration	71,153.00	33,212	37,183	4,095	145,643	148,852
580000 Health	-	49,158	-	-	49,158	46,664
540000 Charitable Costs	-	-	-	-	-	-
Total Expenses	2,041,920	2,369,839	907,404	35,763	5,354,926	5,099,667
Net Excess (Deficiency) of Revenue over Expenses from operations	(68,683)	125,724	8,374	140,016	205,431	355,316
OTHER EXPENSES						
700 Amortization Expense	30,299	-	5,050	-	35,349	28,176
SUB-TOTAL	(98,982)	125,724	3,324	140,016	170,082	327,140
Excess Operating Grant to be repaid	-	-	8,374	-	8,374	-
Net Excess (Deficiency) of Revenue over Expenses	(98,982)	125,724	(5,050)	140,016	161,708	327,140

Consolidated Statement of Cash Flows

For the Year Ending December 31, 2013

MANAGEMENT BODY: Mackenzie Housing Management Board

	2014	2013
Cash flows from operating activities		
Excess (deficiency) of revenue over expenses	161,708	530,155
Add: Amortization of capital assets	35,349	28,176
Net Change in non-cash working capital:	-	-
Decrease (increase) in receivables	227,225	(414,736)
Decrease (increase) in other assets	(232)	(5,636)
Increase (decrease) in liabilities	(197,384)	98,416
Repaid by (to) Alberta Social Housing Corporation	3,633	6,308
Net cash generated (used) in operating activities	230,299	242,683
Financing and Investing Activities		
Purchase of capital assets funded by operations	(59,843)	(221,316)
Proceeds on disposal of capital assets	-	-
Increase in investments	(65)	(32)
Rent supplement cash advance received	-	-
SRHI grant received	-	293,803
SRHI grant used	(8,644)	(199,628)
Grant for restricted purposes		
Lodge maintenance grant used	(5,445)	(13,355)
Deferred capital contributions	500,000	-
Lodge renewal grant received	24,000	216,000
Lodge renewal grant used	(36,985)	(203,015)
Net cash generated (used) in financing and investing activities	413,017	(127,544)
Net (decrease) increase in cash and cash equivalents	643,317	115,140
Cash, beginning of year	1,500,537	1,385,397
Cash, end of year	2,143,854	1,500,537
 Cash and Cash Equivalents Represented By:		
Cash	987,281	851,591
Cash - restricted	538,800	38,800
Guarenteed investment certificate	617,772	610,146
	2,143,854	1,500,537

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDING DECEMBER 31, 2014

1. PURPOSE OF THE ORGANIZATION

Mackenzie Housing Management Board (the "Board") is an organization operating with a goal of providing affordable accommodations to seniors and low-income Albertans who are the most in need. The management body qualifies as a not-for profit organization and is exempt from income taxes. The Board is also established as a management body by the provincial ministerial order and is governed by the Alberta Housing Act and its regulations.

2. SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Accounting & Revenue Recognition

These statements are prepared on an accrual basis whereby all revenues and expenditures are recorded in the period in which they pertain. The management body follows the deferral method of accounting for contributions. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Unrestricted investment income is recognized as revenue when earned. Restricted contributions and restricted investment income are recognized as revenue in the year in which the related expenses are incurred.

b) Cash and cash equivalents

Cash includes balances with banks and short-term investments with maturities of three months or less or which have a cashable feature. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

c) Capital Assets

i) Housing

Only assets purchased with project funds and costing \$5,000 or more are recorded in the accounts. These assets are then amortized at rates prescribed by the management body. Buildings and land owned by the Alberta Government are not shown in the accounts. Amortization rates are as follows:

Furniture and equipment	5 - 15 years
-------------------------	--------------

ii) Lodge and SRHI

Capital assets purchased by the management body are recorded at cost less capital grant funding received. Amortization is provided on the straight-line basis over the asset's estimated useful lives. Amortization rates are as follows:

Furniture and equipment	5 - 15 years
Buildings	15 years

d) Due to Alberta Social Housing Corporation

The amount due to Alberta Social Housing Corporation is calculated by a set formula involving deficit budget on Schedule II.

e) Investments

Investments are stated at cost less any other than temporary impairment. The investment has been classified as a long-term asset in concurrence with the nature of the asset.

f) Bad debts

Bad debts are only written off if carried on the books for at least one year and determined to be uncollectible.

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDING DECEMBER 31, 2014.

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

g) Financial Instruments

The Organization recognizes its financial instruments when the Organization becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CPA Canada Handbook 3840 *Related Party Transactions*.

At initial recognition, the Organization may irrevocably elect to subsequently measure any financial instrument at fair value. The Organization has not made such an election during the year.

The Organization subsequently measures investments in equity instruments quoted in an active market and all derivative instruments except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Organization's performance or value of its equity and those instruments designated as fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess (shortfall) of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

h) Financial asset impairment

The Organization assesses impairment of all of its financial assets measured at cost or amortized cost. The Organization groups assets for impairment testing when there are numerous assets affected by the same factors and/or no asset is individually significant. Management considers whether the issuer is having significant financial difficulty and whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Organization determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Organization reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess (deficiency) of revenue over expenses.

The Organization reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess (shortfall) in the year the reversal occurs.

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDING DECEMBER 31, 2014

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

i) Long-lived Assets

Long-lived assets consist of capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The Board performs impairment testing on long-lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the asset's carrying amount. Impairment is measured as the amount by which the asset's carrying value exceeds its fair value. Any impairment is included in deficit for the year.

Discounted cash flows are used to determine the fair value of the long-lived assets.

j) Allocation of Expenses

The management body engages in operating and managing social programs aimed at providing affordable housing to low-income Albertans. The costs of each project include property taxes, utilities, operating expenses and maintenance expenses that are directly related to each project. The management body also incurs a number of general support expenses that are common to the administration of the Organization and each of its projects.

The Organization allocates certain of its general support expenses by identifying the appropriate basis of allocating each component expense, and applies that consistently each year. General administration expenses are allocated to the projects proportionately based on the number of units in the portfolio.

k) Contributed materials and services

Contributions of materials and services are recognized both as contribution and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Organization's operations and would otherwise have been purchased.

l) Prior period adjustments

Prior period adjustments have been reflected in the current year Statement of Operations for Housing operations as required by Alberta Seniors - Housing Division for cost sharing purposes. Prior period adjustments which affect lodge operations are reflected in an adjustment to opening accumulated surplus. There were no prior period adjustments included in these financial statements.

m) Measurement uncertainty (use of estimates)

The preparation of consolidated financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization of capital assets is based on the estimated useful lives of capital assets.

These assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the excess (shortfall) in the years in which they become known.

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDING DECEMBER 31, 2014**

3. GUARANTEED INVESTMENT CERTIFICATES

Guaranteed investment certificate bearing interest at 1.25% and maturing March 30, 2015. (2013 - 1.25%)
Guaranteed investment certificate bearing interest at 1.25% and maturing May 28, 2015. (2013 - 1.25%)

2014	2013
106,460	105,146
511,313	505,000
617,772	610,146

4. ACCOUNTS RECEIVABLE

Details of accounts receivable are as follows:

	2014				2013
	Lodge	Supportive Living	Housing	SRHI	Total
Tenant receivables	41,557	-	32,837	8,729	83,123
Municipal Requisition	-	-	-	-	-
Northern Lights Health Region	-	-	-	-	-
Other receivables	-	-	-	-	-
GST receivable	10,597	1,794	9,192	205	21,788
	52,154	1,794	42,029	8,934	104,911
					574,434

5. INVESTMENTS

Investments consist of the following:

	2014				2013
	Lodge	Supportive Living	Housing	SRHI	Total
United Farmers of Alberta	892	-	-	-	892
	892	-	-	-	892

6. CAPITAL ASSETS

	2014				2013
	Lodge	Supportive Living	Housing	SRHI	Total
Land	-	-	-	229,960	229,960
Furniture and equipment	396,662	-	56,791	-	453,453
Furniture and equipment - accum amort	(288,561)	-	(36,590)	-	(325,151)
Buildings	101,187	-	-	-	101,187
Buildings - accum amort	(91,432)	-	-	-	(91,432)
	117,857	-	20,201	229,960	368,018
					343,526

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDING DECEMBER 31, 2014**

7. ACCOUNTS PAYABLE

Details of accounts payable are as follows:

	2014				2013
	Lodge	Supportive Living	Housing	SRHI	Total
Trade payables	75,658	6,290	40,174	3,021	125,143
Accrued liabilities	41,118	83,410	15,889	4,800	145,217
Vacation payable	14,211	32,939	1,926	-	49,076
Payroll deductions payable	7,538	15,898	2,887	-	26,323
	138,525	138,536	60,876	7,821	345,758
					544,148

8. RESTRICTED OPERATING RESERVE

Funds held in reserve for future operating expenses related to cash flow, emergency items, approved fund expenditure or as indicated by Alberta Seniors - Housing Division.

9. DEFERRED LODGE GRANTS

Deferred Lodge Grants consist of the following:

Lodge renewal grant, balance beginning of year
 Funds received/receivable during the year
 Funds expended during the year
 Lodge renewal grant, balance end of year

2014	2013
12,985	-
24,000	216,000
(36,985)	(203,015)
-	12,985

Lodge maintenance grant, balance beginning of year
 Funds received/receivable during the year
 Funds expended during the year
 Lodge renewal grant, balance end of year

2014	2013
5,445	18,800
-	-
(5,445)	(13,355)
-	5,445

10. DEFERRED CAPITAL CONTRIBUTIONS

These contributions have been received from the contributing municipalities for the purpose of funding future capital projects as approved by the Board.

11. COMMITMENT

The Organization occupies leased premises subject to minimum rent of \$25,000 per month until September 30, 2026.

12. MUNICIPAL REQUISITIONS

	2014				2013
	Lodge	Supportive Living	Housing	SRHI	Total
Municipal District of Mackenzie No. 23	274,125	-	-	-	274,125
Town of High Level	54,148	-	-	-	54,148
Town of Rainbow Lake	10,153	-	-	-	10,153
	338,426	-	-	-	338,426
					568,189

13. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with current year presentation.

**MACKENZIE HOUSING MANAGEMENT BOARD
STATEMENT OF LODGE OPERATIONS
For the Year Ending December 31, 2014**

		2014	2013
REVENUE			
400000	Rent	1,165,102	1,151,787
410000	Resident Services	72,367	
420000	Non-Resident Services	24,454	15,620
Grants			
430020	ASHC - Maintenance	5,445	13,355
430040	ASHC - Grants for Restricted Purposes	36,985	203,015
430050	ASHC - LAP Grant	327,909	285,147
Operational Funding			
460010	Municipal Requisitions (Note 12)	338,426	568,189
475000	Investment Income	2,550	
	Total Revenue	1,973,237	2,237,113
EXPENSES			
550000	Human Resources	1,104,825	945,694
520000	Operating	549,144	522,663
530000	Operating Maintenance	129,068	301,542
510000	Utilities	187,730	171,799
500000	Taxes and Land Leases	-	-
560000	Administration	71,153	65,652
580000	Health	-	-
540000	Charitable Costs	-	-
	Total Expenses	2,041,920	2,007,350
Net Excess (Deficiency) of Revenue over Expenses from operations			
		(68,683)	229,763
592000	Amortization Expense	30,299	23,126
Net Excess (Deficiency) of Revenue over Expenses		(98,982)	206,637

MACKENZIE HOUSING MANAGEMENT BOARD
STATEMENT OF SRHI OPERATIONS
For the Year Ending December 31, 2014

REVENUE

400000	Rent
410000	Resident Services
420000	Non-Resident Services
Operational Funding	
470000	Management and Administration
475000	Investment Income
Total Revenue	

EXPENSES

550000	Human Resources
520000	Operating
530000	Operating Maintenance
510000	Utilities
500000	Taxes and Land Leases
560000	Administration
580000	Health
540000	Charitable Costs
Total Expenses	
Net Excess (Deficiency) of Revenue over Expenses from operations	
592000	Amortization Expense
Net Excess (Deficiency) of Revenue over Expenses	

2014	2013
163,664	143,967
472	
8,644	
2,999	3,021
175,779	146,988
-	-
4,042	3,058
26	5,773
1,486	15,229
26,114	21,660
4,095	2,429
-	-
-	-
35,763	48,149
140,016	98,839
-	-
140,016	98,839

**MACKENZIE HOUSING MANAGEMENT BOARD
STATEMENT OF SUPPORTIVE LIVING OPERATIONS
For the Year Ending December 31, 2014**

REVENUE		2014	2013
Operational Funding			
450010	Provincial	2,489,221	2,408,786
475000	Investment Income	6,342	5,825
	Total Revenue	2,495,563	2,414,611
EXPENSES			
550000	Human Resources	2,260,480	2,075,116
520000	Operating	19,858	11,126
530000	Operating Maintenance	1,519	1,323
510000	Utilities	5,612	6,524
500000	Taxes and Land Leases	-	-
560000	Administration	33,212	40,496
580000	Health	49,158	46,664
540000	Charitable Costs	-	-
	Total Expenses	2,369,839	2,181,249
Net Excess (Deficiency) of Revenue over Expenses from operations		125,724	233,362
592000	Amortization Expense	-	-
Net Excess (Deficiency) of Revenue over Expenses		125,724	233,362

**MACKENZIE HOUSING MANAGEMENT BOARD
STATEMENT OF HOUSING OPERATIONS
For the Year Ending December 31, 2014**

COMBINED FOR ALL PROJECTS

UNITS: 94

		2014	2013
REVENUE			
400000	Rent	427,596	390,916
410000	Resident Services	115,427	108,307
420000	Non-Resident Services	-	-
Grants			
430020	ASHC - Maintenance	-	-
430040	ASHC - Grants for Restricted Purposes	367,694	360,064
430050	ASHC - LAP Grant	-	-
Operational Funding			
460010	Municipal Requisitions (Note 12)	-	-
475000	Investment Income	-	-
	Total Revenue	910,718	859,286
EXPENSES			
550000	Human Resources	340,368	348,260
520000	Operating	9,532	12,990
530000	Operating Maintenance	120,542	109,383
510000	Utilities	337,477	295,199
500000	Taxes and Land Leases	57,241	56,812
560000	Administration	37,183	40,275
580000	Health	-	-
540000	Charitable Costs	-	-
	Total Expenses	902,344	862,919
Net Excess (Deficiency) of Revenue over Expenses from operations		8,374	(3,633)
592000	Amortization Expense	5,050	5,050
	Excess Operating Grant to be repaid	(8,374)	3,633
Net Excess (Deficiency) of Revenue over Expenses		(5,050)	(5,050)

SCHEDULE I
CHANGES IN CAPITAL ASSETS
For the Year Ending December 31, 2014

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD - Lodge/SRHI

DESCRIPTION	BALANCE AT BEGINNING OF THE YEAR	ADDITIONS	REDUCTIONS	BALANCE AT END OF THE YEAR
Furnishing and equipment.....	345,466	51,196		396,662
Buildings.....	101,187	-	-	101,187
Land.....	221,316	8,644	-	229,960
TOTAL CAPITAL PROPERTY COST	667,969	59,840	-	727,809
ACCUMULATED AMORTIZATION				
Furnishing and equipment.....	263,139	25,422		288,561
Buildings.....	86,555	4,877		91,432
ACCUMULATED AMORTIZATION	349,694	30,299	-	379,993
TOTAL CAPITAL PROPERTY NET OF ACCUMULATED AMORTIZATION	318,275	29,542	-	347,817

SCHEDULE I
CHANGES IN CAPITAL ASSETS
For the Year Ending December 31, 2014

MANAGEMENT BODY: Mackenzie Housing Management - Housing

DESCRIPTION	BALANCE AT BEGINNING OF THE YEAR	ADDITIONS	REDUCTIONS	BALANCE AT END OF THE YEAR
CAPITAL PROPERTY - COST				
Furnishing and equipment.....	56,791	-		56,791
Buildings.....	-	-	-	-
Land.....				
TOTAL CAPITAL PROPERTY COST	56,791	-	-	56,791
ACCUMULATED AMORTIZATION				
Furnishing and equipment.....	31,540	5,050	-	36,590
Buildings.....	-	-	-	-
ACCUMULATED AMORTIZATION	31,540	5,050	-	36,590
TOTAL CAPITAL PROPERTY NET OF ACCUMULATED AMORTIZATION	25,251	(5,050)	-	20,201
GRAND TOTAL - CAPITAL PROPERTY NET OF ACCUMULATED AMORTIZATION	343,526	24,492	-	368,018

**SCHEDULE II
 REMITTANCE CALCULATION
 DEFICIT BUDGET
 For the Year Ending December 31, 2014**

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

OPERATING AND CAPITAL GRANT

OPERATING GRANT RECEIVED	367,694
Less: APPROVED BUDGET	367,694
GRANT OVERPAYMENT/(UNDERPAYMENT)	-

REMITTANCE TO THE DEPARTMENT

APPROVED OPERATING & CAPITAL BUDGET	367,694
Less: ACTUAL RESULTS:*	
(Operating Deficiency** + Eligible Capital Asset Purchase - Approved Capital Expenditure from Restricted Operating Reserve Fund)	359,320
OR	
(Operating Excess* - Eligible Capital Asset Purchase + Approved Capital Expenditure from Restricted Operating Reserve Fund)	-
Add: OPERATING/CAPITAL GRANT OVERPAYMENT/(UNDERPAYMENT)	-
TOTAL TO BE REPAID TO THE DEPARTMENT	8,374

**SCHEDULE III
COMBINED ADMINISTRATION EXPENSES
For the Year Ending December 31, 2014**

MANAGEMENT BODY: MACKENZIE HOUSING MANAGEMENT BOARD

		2014				2013	
		Lodge	Supportive Living	Housing	SRHI	Total	
						Total	
550005	Salaries and Wages	1,009,756	2,046,384	-	-	3,056,140	3,014,836
550010	Administration Salaries	-	-	172,153	-	172,153	-
550020	Housekeeping Salaries	-	-	-	-	-	-
550030	Food Services Salaries	-	-	-	-	-	-
550040	Maintenance Salaries	-	-	135,742	-	135,742	-
550050	Resident care Salaries	-	-	-	-	-	-
550060	Homecare Salaries	-	-	-	-	-	-
550070	Laundry facility Salaries	-	-	-	-	-	-
550080	Outreach ed. Salaries	-	-	-	-	-	-
551000-551050	Employee Benefits	82,989	181,440	29,178	-	293,607	281,256
552000	Contract Employment	-	-	-	-	-	-
553000	Personnel Recruitment	7,031	32,655	-	-	39,687	72,979
554000-558000	Other Human Resources	-	-	3,296	-	3,296	-
560000-560003	Office and General Administration	27,156	11,689	8,209	-	47,054	38,214
560010	Office Rent	-	-	-	-	-	-
560020-560030	Office Equipment and Repairs	1,355	710	-	-	2,065	3,451
560040	Vehicle and Travel	9,583	4,472	9,302	-	23,357	34,706
560060-560064	Board Expenses	23,319	7,567	9,875	-	40,761	37,028
560070	Association Fees	1,042	68	274	-	1,384	4,312
560080-560083	Professional Fees	13,748	8,706	9,523	4,095	36,072	31,139
560090	IT Services	-	-	-	-	-	-
560100	Management Fees	-	-	-	-	-	-
560110	Sundry	-	-	-	-	-	-
	Accreditation, Inter-Co. Admin Fees and						
560120-560140	Admin Charges	-	-	-	-	-	-
	Other	-	-	-	-	-	-
		-	-	-	-	-	-
	TOTAL	1,175,978	2,293,692	377,551	4,095	3,851,316	3,517,921



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MACKENZIE COUNTY
FORT VERMILION OFFICE

Survey of Physical Activity Opportunities in Canadian Communities

Purpose: Physical inactivity among Canadians is a concern, as currently most are not physically active to meet physical activity guidelines. If left unchecked, inactivity could lead to significant health risks. Canadian community administrations play an integral role in encouraging physical activity. This survey updates information on facilities, policies, programs and other opportunities to be physically active that was gathered about 5 years ago. Your participation in this survey is crucial in order to help give an accurate picture of these changes and to update the current situation.

Who are we? The Canadian Fitness and Lifestyle Research Institute (CFLRI) is a not-for-profit national research organization which monitors the physical activity patterns of Canadian adults and children. The CFLRI, in collaboration with the federal, provincial and territorial governments, is currently collecting information about the physical activity policies and facilities in Canadian communities. This survey is being distributed to administrators, such as yourself.

Confidentiality: Your name and personal information will never be part of any of the reports about this research. Your community's data, combined with information collected from other communities, will provide a snapshot of the current situation in communities within your province or territory, and across Canada. Reports summarizing the grouped findings will help to inform policy and strategies. The information that you will provide will remain confidential to the extent allowed by law. Data will be stored in an anonymized file and reported on in summary form. Paper copies of the survey will be securely stored and confidentially destroyed after 24 months.

Completing the survey: The paper survey is 7 pages in length. We hope that you find the survey easy to complete. Your accurate responses are very important to help us provide a complete and representative picture of Canadian communities. If there are questions which you do not wish to answer, please leave those blank. If you do decide to stop being part of the study, and should you wish, all information collected about you will be destroyed upon request. Deciding not to participate will not affect your relationship with the researchers or any other group associated with the project.

The study has been reviewed by the Human Participants in Research Committee, and conforms to the standards of the Canadian Tri-Council Research Ethics guidelines. If you have any questions about this process, or about your rights as a participant in the study, please contact the Sr. Manager & Policy Advisor for the Office of Research Ethics, 5th Floor, Kaneff Tower, York University (telephone 416-736-5914 or e-mail ore@yorku.ca).

Next Steps: Please complete and return this questionnaire within **7 days** using the enclosed postage paid envelope. The grouped findings will be available on the Canadian Fitness and Lifestyle Research Institute's website (cflri.ca) starting the summer of 2015.

Questions: If you have any questions regarding the study or the survey questions, please contact Christine Cameron, the project manager, at support@cflri.ca or call 888-413-9129, extension 0.

Cette enquête est également disponible en Français. Si vous préférez recevoir un exemplaire en Français, téléphonez-moi ou envoyez-moi un courriel.

Thank you very much for your help. Your participation in this study will play an important role in understanding changes in physical activity policies and programs in Canadian communities.

Information about Physical Activity

Information about physical activity is available from a variety of sources, including brochures, pamphlets, posters, websites, and professional information resource centres. Information may be distributed in written form or transmitted verbally.

1. Does your municipality provide any information to citizens regarding... (Check all that apply)

- Why someone should become active?
- How someone can become more active in their daily life?
- How someone can improve their physical activity or sports skills?
- How someone who is already active can continue their current level of activity?
- How someone who was active and stopped can resume their previous activity level?
- How someone can prevent injury when participating in physical activity and sport?
- Development of physical literacy skills (e.g., movement skills such as throwing, jumping, kicking)?
- Where someone can go to be active in your local community?
- What kinds of physical activity and sports facilities, programs, and services are available to someone in your community?
- Other (please specify) _____

2. Where does your recreation department obtain information about physical activity? (Check all that apply)

- Own provincial or territorial government
- Other provincial or territorial government
- Federal government department (e.g., Public Health Agency of Canada, Sport Canada)
- Local health unit/CLSC
- ParticipACTION
- Other not-for-profit organizations (e.g., Canadian Sport for Life, Physical and Health Education Canada)
- Private or commercial organizations
- Magazines and mass media
- Professional articles (e.g., in journals)
- Websites from within your own province or territory
- Other Canadian websites
- Websites from outside Canada
- Other (please specify) _____

3. What types of content would be useful for informing residents about how to become more active? (Check all that apply)

- Information about what Canadians find useful in helping them get active
- Information about ways to inspire Canadians to be more active
- Information about what barriers Canadians face in getting active
- Evidence-based recommendations on how to address barriers
- Information about successful promotion campaigns in other jurisdictions
- Information about injury prevention and recovery
- Other (please specify) _____

4. What types of information would be useful for developing sport and physical activity programming and services in your community? (Check all that apply)

- Elements of successful programs in other jurisdictions
- Addressing inclusivity
- Addressing sport ethics and values (e.g., fair play, respect in sport)
- Guidelines for ensuring quality (e.g., appropriate ratio of leaders to participants)
- Leadership training
- Physical literacy development
- Age/Stage skill development (i.e., appropriate programming for the age and abilities of participants)
- Addressing liability issues
- Injury prevention strategies and training
- Innovative ways to use facilities
- Other (please specify) _____

5. Have you heard of any of the following resources? (Check all that apply)

- Canada's Physical Activity Guides
- Provincial/Territorial physical activity guidelines
- Long Term Player/Athlete Development guidelines
- Strategies for Physical Literacy
- Canadian Sport Policy
- Canada's Sedentary Guidelines for children and youth
- Canadian Sport for Life (CS4L)
- National Coaching Certification Program
- ParticipACTION

6. Are any of the following resources being used in your municipality's programming? (Check all that apply)

- Canada's Physical Activity Guides
- Provincial/Territorial physical activity guidelines
- Long Term Player/Athlete Development guidelines
- Strategies for Physical Literacy
- Canadian Sport Policy
- Canada's Sedentary Guidelines for children and youth
- Canadian Sport for Life (CS4L)
- National Coaching Certification Program

Working with Partners

7. Does your recreation department work with the following when developing physical activity and sport facilities, programs and services?

	Yes	No	Don't know
Local planning department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local public health department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local transportation department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school boards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provincial government or provincial agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provincial sport organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Federal government or national agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not for profit organizations (e.g., local sport club/council, service organization)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Businesses or private sector	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Does your municipality have any of the following agreements with one or more:

	Yes	No	Don't know
School boards regarding...			
shared use of school or municipal facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
sharing resources (e.g., instructors, officials, equipment) and programming?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sport organizations or physical activity clubs regarding...			
use of municipal facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
sharing resources (e.g., instructors, officials, equipment) and programming?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Physical Activity and Sport Programming

9. Does your municipality offer programs for school children immediately after school and before dinner that are:

- ...Specific to sport and physical activity Yes No Don't know
- ...Other (daycare, homework club, etc.) Yes No Don't know

10. Does your municipality have specific physical activity programming or scheduling targeted to any of the following groups?

Please specify whether programs offered in municipal facilities are operated by the *municipality* or by *another group*:

	Municipally operated only	Another group only	Both	No programs
Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Women	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth beginners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult beginners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Under-represented groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Definitions for terms used in the following questions:

Introduction to Sport: activities where the fundamental skills and knowledge for participation in sport are taught.

Recreational Sport: sport activities pursued as a pastime or leisure activity.

Competitive Sport: sport activities for teams or individuals to prepare for and take part in competitions.

11. Does your municipality have programs which provide opportunities for introduction to sport, recreational sport or competitive sport for the following groups?

(Check all that apply)

	Introduction to Sport	Recreational Sport	Competitive Sport	Don't Know
Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Women and girls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Individuals with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Individuals with lower incomes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Canadians	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aboriginal peoples	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth-at-risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. Do you collaborate with other organizations in the delivery of your municipality's sport programming?

(Check all that apply)

	Introduction to Sport	Recreational Sport	Competitive Sport	Don't Know
Sport based clubs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regional/provincial/territorial sport organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business and private companies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify): _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. Does the community keep records of injuries that occur through physical activity or sport opportunities?

Yes No Don't know

14. To what extent are the following factors considered in sport and physical activity programming delivery in the community?

	Not at all					A great extent		Not applicable/ Don't Know
	1	2	3	4	5	6	7	9
Quality of coaching or instruction	1	2	3	4	5	6	7	9
Leader qualifications	1	2	3	4	5	6	7	9
Appropriate stage-based skill development	1	2	3	4	5	6	7	9
Participant-instructor ratio	1	2	3	4	5	6	7	9
Adequacy of facilities	1	2	3	4	5	6	7	9
Safety and quality of equipment	1	2	3	4	5	6	7	9
Stage appropriate equipment and facilities (e.g., modified size of field, nets, or balls)	1	2	3	4	5	6	7	9
Injury prevention and return to play standards	1	2	3	4	5	6	7	9
Ensuring ethics and fair play in sport	1	2	3	4	5	6	7	9
Eliminating harassment	1	2	3	4	5	6	7	9
Ensuring inclusiveness	1	2	3	4	5	6	7	9

Supporting Physical Activity in the Community

15. Which of the following are available in your community?	IF YES →		Are these maintained in winter?	
	No	Yes	Yes	No
Designated bicycle lanes on roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road closures to motorized vehicles on certain days in order to promote cycling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traffic calming services or sidewalks on high pedestrian routes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multi-use trails, where there is no vehicle traffic (e.g., car, ATV, snowmobile, etc.) but which are used for a variety of purposes (e.g., walking, bicycling, inline skating, cross-country skiing, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multi-use trails, which also permit motorized vehicles (e.g., snowmobiles) in addition to walking, bicycling, inline skating, cross-country skiing, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

16. Does your municipality... (Check all that apply)	Yes	No	Don't Know / Not applicable
Have a public transport system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide ski racks, bike carriers, etc. on buses and other public transport?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have bicycle parking at public transit park and ride lots?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have guidelines for public buildings specifying bicycle racks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have school safety zones with reduced speed limits at certain times of day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Allow ball games (e.g., hockey, basketball) on residential streets if certain conditions are met?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a walkable or pedestrian friendly downtown core?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have crossing guards at designated intersections before and after school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a walking school bus program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Require pedestrian friendly elements to be included in the design of Super centres/Big box store development and retail parking lots?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

17. Please indicate the extent you agree with the following statements. In your municipality....	Not at all					To a great extent		Not applicable/ Don't know
	1	2	3	4	5	6	7	9
The trails and paths are linked to form a network	1	2	3	4	5	6	7	9
The amount of lighting on sidewalks and streets discourages people from walking or biking at night	1	2	3	4	5	6	7	9
The amount of crime on the streets discourages people from walking/biking	1	2	3	4	5	6	7	9
The sport and recreation facilities are in need of repair/maintenance	1	2	3	4	5	6	7	9
The sidewalks and bike lanes are in need of repair/maintenance	1	2	3	4	5	6	7	9

18. Does your municipality have a policy requiring safe pedestrian and bicycle routes when...	Yes	No	Don't Know
Retrofitting existing communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developing new areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reconstructing roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

19. Does your municipality have a...	Yes	No	Don't Know
Formal strategy for physical activity/sport opportunities for citizens?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Formal transportation master plan (that details plans for the movement of people)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Formal <i>active transportation</i> plan (that details plans for active commuting)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

20. If your municipality has a formal transportation master plan, does it specify priority for the various modes of transportation on municipal roads and accessways?	Yes	No	Don't know
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

21. If your municipality has a formal transportation master plan, what level of priority does the transportation plan place on the following transportation modes?	Not a priority					Very high priority		Don't Know
Transportation mode	1	2	3	4	5	6	7	9
Cars	1	2	3	4	5	6	7	9
Public transit	1	2	3	4	5	6	7	9
Commercial vehicles	1	2	3	4	5	6	7	9
Pedestrians	1	2	3	4	5	6	7	9
Bicyclists	1	2	3	4	5	6	7	9

22. Please rate the level of priority attached to promoting each of the following in your municipality...	Not a priority					Very high priority		Don't Know
	1	2	3	4	5	6	7	9
Healthy eating	1	2	3	4	5	6	7	9
Physical activity	1	2	3	4	5	6	7	9
Opportunities for sport	1	2	3	4	5	6	7	9
Healthy weight	1	2	3	4	5	6	7	9
Smoking cessation	1	2	3	4	5	6	7	9

23. Please indicate if the following types of municipally funded facilities are available in your municipality. If available, also indicate the approximate number of these types of facilities in the community. Please do not include facilities that are used exclusively by professional teams (e.g., professional baseball stadiums).

Please check all the facilities that apply.	None available	Approximate number in community	
		# of indoor	# of outdoor
Ice rinks	<input type="checkbox"/>	_____	_____
Arenas	<input type="checkbox"/>	_____	_____
Swimming pools	<input type="checkbox"/>	_____	_____
Wading pools, splash pads, other water play facilities	<input type="checkbox"/>	_____	_____
Skateboard or rollerblade facilities	<input type="checkbox"/>	_____	_____
Tennis or racquetball courts	<input type="checkbox"/>	_____	_____
Baseball or softball diamonds	<input type="checkbox"/>	_____	_____
Soccer or football fields	<input type="checkbox"/>	_____	_____
Domes for sport (soccer, football, and rugby)	<input type="checkbox"/>	_____	_____
Playing and climbing structures	<input type="checkbox"/>	_____	_____
Outdoor gym spaces	<input type="checkbox"/>	_____	_____
Gyms	<input type="checkbox"/>	_____	_____
Weight rooms, cardio rooms, fitness equipment	<input type="checkbox"/>	_____	_____
Volleyball courts	<input type="checkbox"/>	_____	_____
Basketball courts	<input type="checkbox"/>	_____	_____
Golf courses or specialized golf domes	<input type="checkbox"/>	_____	_____
Curling rinks	<input type="checkbox"/>	_____	_____
Community centres, halls, shared facilities used for physical activity, sport	<input type="checkbox"/>	_____	_____
Parks and green spaces	<input type="checkbox"/>	_____	_____

Supporting and Promoting Physical Activity

24. Does your municipality have a discounted fee structure for any of the following groups? (check all that apply)

- Individuals with disabilities
- Seniors
- Children
- Individuals with lower incomes
- Families
- Various cultural or ethnic groups
- Other (please specify) _____

25. Does your municipality make use of or promote other financial programs such as JumpStart, Kidsport that help support families to participate in physical activity and sport if they have difficulties paying to participate?

- Yes No Don't know

26. Please rate your level of agreement with the following statements:

In your municipality....	Not at all					To a great extent			Not applicable/ Don't know
	1	2	3	4	5	6	7	9	
It is hard to find sufficient funds to cover the costs associated with repair and maintenance of trails and parks	1	2	3	4	5	6	7	9	
It is hard to obtain funding to install or develop new trails, parks and green spaces	1	2	3	4	5	6	7	9	
It is hard to obtain funding to build new sport and recreation facilities	1	2	3	4	5	6	7	9	
It is hard to find sufficient funds to cover the costs associated with repair and maintenance of sport and recreation facilities	1	2	3	4	5	6	7	9	

27. Where do you seek funding for the provision of sport and physical activity...

	Facilities	Programming
Provincial/territorial government	<input type="checkbox"/>	<input type="checkbox"/>
Provincial/territorial agency	<input type="checkbox"/>	<input type="checkbox"/>
Federal government or agency	<input type="checkbox"/>	<input type="checkbox"/>
Program participants	<input type="checkbox"/>	<input type="checkbox"/>
Charitable organizations and foundations	<input type="checkbox"/>	<input type="checkbox"/>
Local business groups and local businesses (sponsors)	<input type="checkbox"/>	<input type="checkbox"/>
Not-for-profit organizations	<input type="checkbox"/>	<input type="checkbox"/>
Industry or private corporations	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify) _____	<input type="checkbox"/>	<input type="checkbox"/>

28. What are the most pressing infrastructure needs in your municipality to help increase the physical activity of its citizens? (Check all that apply)

- More indoor sport and recreation facilities
- Repair of indoor sport and recreation facilities
- More outdoor sport and recreation facilities
- Repair of outdoor sport and recreation facilities
- More playgrounds and green spaces
- Maintenance of playgrounds and green spaces
- More walking, bicycling, multi-purpose trails
- Maintenance of walking, bicycling, multi-purpose trails
- Improved networking of trails, paths, sidewalks
- Improved linkages of bicycle pathways/lanes with roadways/transport
- Other (please specify) _____

29. Does your municipality offer any of the following physical activity facilities, programs, or services? (Check all that apply)

- After school physical activity or sport programs for children
- Family changing facilities
- Family oriented programs
- Washrooms at parks
- Drinking fountains in green spaces
- Child care for participants of physical activity programs
- Linking people with others for physical activity
- Well-linked network of trails, paths, and sidewalks
- Programs for pregnant or post-partum women
- Programs for individuals who are overweight

30. What is the size of your city or town?

- Less than 1,000 residents
- 1,000-4,999 residents
- 5,000-9,999 residents
- 10,000-74,999 residents
- 75,000-299,999 residents
- 300,000 or more residents

31. Would you categorize your community setting as...

- Inner City/Urban
- Suburban
- Rural
- Other, please specify: _____
- Don't know

Thank you for participating in this survey.

Please mail it today using the postage reply envelope provided.

If you have misplaced the envelope, please mail to:

Survey of Physical Activity Opportunities in Canadian Communities, Canadian Fitness and Lifestyle Research Institute,
Suite 201, 185 Somerset St. West, Ottawa, Ontario, K2P 0J2



2014 Board Meeting REDI Northwest Alberta

Town of High Level Office – Room 150, High Level
March 24th, 2015 • 5:30 pm

incredible!

DRAFT MEETING MINUTES

ATTENDANCE:

REDI Board Members

Chris MacLeod, Chair
Boyd Langford, Vice- Chair
Dan Fletcher
Maarten Braat
Crystal McAteer
Larry Neufeld
Lee Wozencroft
Mike Osborn CFNWA – REDI Admin Support
Dan Dibbelt, REDI REDA Manager

Regrets

Peter Braun
Lisa Wardley, Sec/Treasurer
Katie Sheers

Guests

Andrew O'Rourke, Economic Development Officer, Mackenzie County

Diane Chiasson, Municipal Census Contractor

PRESENTATION:

REDI Manager Dan Dibbelt introduced Diane Chiasson, Municipal Census Contractor who gave a detail presentation on the preparation completed and the system and plans to complete the muni census by June 30, 2015.

1. CALL TO ORDER

REDI Chair, Chris McLeod called the meeting to order and declared quorum at 7:04 pm.

2. REVIEW & ADOPTION OF THE AGENDA

Additions to the agenda are,
Municipal Collaboration
Echo Agriculture Supplement Publication &
High Level Chamber of Commerce Small Business Week Oct 2015

Motion:

Moved by: Lee Wozencroft

That REDI accept the agenda as amended.

CARRIED

3. Minutes Feb 24th, 2015

Motion:

Moved by: Crystal McAteer

That REDI accept the minutes of the REDI February 24, 2015 meeting as amended.

CARRIED

4. FINANCIAL REPORT

REDI's YTD Financial draft Financials to Jan 31, 2015 were distributed for information.

Motion:

Moved by: Boyd Langford

That the REDI YTD Financial Statements to Feb 28th, 2015 be accepted for information.

CARRIED

5. Old BUSINESS

I. Carcajou Project

REDI will have to rewrite and submit the funding application to expand the scope of this project within the funding amount received by MFTA.

Motion:

Moved by: Lee Wozencroft

That REDI approve the rewrite and submission of the funding proposal utilizing current approved funding.

CARRIED

II. Municipal Census & Shadow Population

Motion:

Moved by: Lee Wozencroft

That the REDI Executive and REDI Manager be authorized to increase the budget for the purchase of Tablets if necessary.

CARRIED

Motion:

Moved by: Martin Braat

That REDI approve the Municipal Census Contracts; Coordinator \$25K, Assistant Coordinator \$25,000 & Enumerators \$10,000 per community.

CARRIED

The Shadow Population work is well underway and will be augmented by the muni census.

6. NEW BUSINESS

I. Mark Baxter/Outlook Contract

REDI Manager informed the meeting that \$40,000 remains in the budget and other contractors are being investigated.

Motion:

Moved by: Martin Braat

Seconded by: Crystal McAteer

That REDI send a 2nd letter explaining that the work done to date by Outlook Ltd. Is incomplete, inaccurate and unusable and does not require payment.

CARRIED

7. OTHER

I. Regional Municipal Collaboration

Consensus is to explore funding options to prepare REDI to initiative and collect information in preparation for REDI to host a Job Fair in Toronto or eastern Canada as part of a larger project to increase labour in the region

II. REDI Draft 2015/2016 Operating Plan

Consensus is to proceed with draft projects identified during last meeting's Planning Session.

REDA AGM to be scheduled for Oct (Small Business Week) or Nov 2015

III. Echo/Pioneer Agriculture Supplement

Motion:

Moved by: Boyd Langford

That the REDI approve a ¼ page advertisement in the Echo/Pioneer Agriculture Supplement similar to previous years.

CARRIED

IV. Dental Clinic Funding

Motion:

Moved by: Martin Braat

That REDI send a letter to Alberta Health and AHS and the MLA supporting the continuation of funding for the U of A Dental Clinic.

CARRIED

8. REDI ROUND TABLE

I. RABC is concluding in March 31, 2015

II. Northern lakes College is hosting and Industry Forum at High Level Campus on April 9th, 2015

III. Fort Vermilion is holding Bicycle Races in July 2015 as a starting point to bidding to host the Tour of Alberta in the future.

9. ADJOURNMENT & NEXT MEETING

The Next REDI meeting take place on Tuesday, April 14th, 2015 at 5:30 at the Town of High Level, Room 150.

Motion:

Moved by: Crystal McAteer

That the meeting be adjourned.

CARRIED

X

REDI Chairperson