



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

SEPTEMBER 11, 2018

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, September 11, 2018
10:00 a.m.**

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

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	3
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the August 29, 2018 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) S/Sgt. Bill Mooney, Fort Vermilion RCMP and S/Sgt. Brad Giles, District Advisory NCO, Western Alberta District RCMP Enhanced Policing Agreement and Clerical Support Position (In-Camera) (2:30 p.m.)	
		b)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
		b) Municipal Planning Commission Meeting Minutes	19
		c) Finance Committee Meeting Minutes	25
		d) Agricultural Service Board Meeting Minutes	33
GENERAL REPORTS:	6.	a) CAO and Director Reports for August 2018	39

TENDERS:	Tender openings are scheduled for 11:00 a.m.		
	7.	a) Hamlet of Zama Lift Station Upgrade	59
		b) Hamlet of Zama Water Treatment Plant Upgrade	63
PUBLIC HEARINGS:	Public hearings are scheduled for 1:00 p.m.		
	8.	a) Bylaw 1111-18 Land Use Bylaw Amendment for a Zoning Overlay to add Shop – Farm as a Use and to increase the amount of Animal Units on NW 29-106-15-W5M	67
ADMINISTRATION:	9.	a) Diseased Bison Awareness (Signage)	75
		b) Caribou (Standing Item)	
		c)	
		d)	
AGRICULTURE SERVICES:	10.	a)	
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COMMUNITY SERVICES:	11.	a) Mackenzie County Wellness Centre	85
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FINANCE:	12.	a) 2018 Budget Update	87
		b) Review Fire Service Fees	101
		c)	
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OPERATIONS:	13.	a) Bylaw 1112-18 Fee Schedule Bylaw	107
		b) Road Rebuild Projects in Rocky Lane Area	151

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| | | c) | Hutch Lake FireSmart Forest Resource Improvement Association of Alberta (FRIAA Grant) | 153 |
| | | d) | | |
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| PLANNING & DEVELOPMENT: | 14. | a) | | |
| | | b) | | |
| UTILITIES: | 15. | a) | | |
| | | b) | | |
| INFORMATION / CORRESPONDENCE: | 16. | a) | Information/Correspondence | 157 |
| IN CAMERA SESSION: | | | <i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i> | |
| | 17. | a) | RCMP – Enhanced Policing Agreement and Clerical Support Position (s. 17, 24) | |
| | | b) | Truckfill Project (s. 16, 24) | |
| | | c) | Personnel (17, 19, 24) | |
| | | d) | | |
| | | e) | | |
| NOTICE OF MOTION: | 18. | a) | | |
| NEXT MEETING DATES: | 19. | a) | Regular Council Meeting
September 24, 2018
10:00 a.m.
Fort Vermilion Council Chambers | |

- b) Regular Council Meeting
October 9, 2018
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the August 29, 2018 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the August 29, 2018, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meeting minutes are posted on the County website.

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the August 29, 2018 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**August 29, 2018
10:00 a.m.**

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

PRESENT: Peter F. Braun Reeve
Lisa Wardley Deputy Reeve
Jacquie Bateman Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Eric Jorgensen Councillor
Josh Knelsen Councillor
Anthony Peters Councillor
Ernest Peters Councillor

REGRETS: Walter Sarapuk Councillor

ADMINISTRATION: Byron Peters Deputy CAO
David Fehr Director of Operations
Doug Munn Director of Community Services
Fred Wiebe Director of Utilities
Carol Gabriel Director of Legislative & Support
Services/Recording Secretary
Bill McKennan Director of Finance
Grant Smith Agricultural Fieldman
Don Roberts Zama Site Manager

ALSO PRESENT: Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on August 29, 2018 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:03 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 18-08-601 MOVED by Councillor Knelsen

That the agenda be approved with the following additions:

- 13. a) Water Points
- 13. b) Atlas Boat Launch

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

- 3. a) Minutes of the August 14, 2018 Regular Council Meeting**

MOTION 18-08-602

MOVED by Deputy Reeve Wardley

That the minutes of the August 14, 2018 Regular Council Meeting be adopted as presented.

CARRIED

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

None.

DELEGATION:

- 4. a) None**

**COUNCIL COMMITTEE
REPORTS:**

- 5. a) Council Committee Reports (verbal)**

MOTION 18-08-603

MOVED by Councillor Knelsen

That the Council Committee reports be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. b) Agricultural Service Board Meeting Minutes**

MOTION 18-08-604

MOVED by Councillor Bateman

That the Agricultural Service Board meeting minutes of July 20, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. c) Municipal Planning Commission Meeting Minutes**

MOTION 18-08-605

MOVED by Councillor Knelsen

That the Municipal Planning Commission meeting minutes of August 9, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

**5. d) Fort Vermilion Streetscape Implementation
Committee Meeting Minutes**

MOTION 18-08-606

MOVED by Councillor Jorgensen

That the Fort Vermilion Streetscape Implementation Committee meeting minutes of August 2, 2018 be received for information.

CARRIED

MOTION 18-08-607

MOVED by Councillor Jorgensen

That the new setbacks for Fort Vermilion River Road be forwarded to the Municipal Planning Commission for further review and recommendation.

CARRIED

GENERAL REPORTS:

6. a) None

PUBLIC HEARINGS:

8. a) None

ADMINISTRATION:

9. a) Council Conferences

MOTION 18-08-608

MOVED by Deputy Reeve Wardley

That the Council conferences be presented at the Organizational Meeting for further discussion.

CARRIED

ADMINISTRATION:

9. b) Tri-County Meeting

MOTION 18-08-609

MOVED by Councillor Jorgensen

That all Councillors be authorized to attend the Tri-County Meetings with Northern Sunrise County and the Municipal District of Opportunity.

CARRIED

ADMINISTRATION: 9. c) Highway 58 Extension

MOTION 18-08-610 **MOVED** by Councillor Jorgensen

That the relevant information relating to the extension of Highway 58 from Garden River through to Peace Point be made available to Council electronically.

CARRIED

ADMINISTRATION: 9. d) Caribou

MOTION 18-08-611 **MOVED** by Councillor Knelsen

That the caribou update be received for information.

CARRIED

Reeve Braun recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:18 a.m.

TENDERS: 7. a) Range Road 180 (Blue Hills Road) – Grading and Other Work

MOTION 18-08-612 **MOVED** by Deputy Reeve Wardley

That the Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders - Envelope #1 be opened.

CARRIED

Tenders Received:

Rockhard Contractors Inc.	Qualified
Northern Road Builders	Qualified

MOTION 18-08-613 **MOVED** by Councillor E. Peters

That the Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders - Envelope 2 be opened for the qualified bidders.

CARRIED

Rockhard Contractors Inc.	\$1,429,394.00
Northern Road Builders	\$ 505,480.00

MOTION 18-08-614

MOVED by Councillor Cardinal

That the Range Road 180 (Blue Hills Road) – Grading and Other Work contract be awarded to the lowest bidder while staying within budget.

CARRIED

TENDERS:

7. a) Township Road 1060 (Airport Road) – Grading and Other Work

Councillor A. Peters declared himself in conflict and sat in the gallery.

MOTION 18-08-615

MOVED by Councillor Knelsen

That the Township Road 1060 (Airport Road) – Grading and Other Work Tenders - Envelope #1 be opened.

CARRIED

Tenders Received:

Northern Road Builders	Qualified
Timberbound Construction	Qualified

MOTION 18-08-616

MOVED by Deputy Reeve Wardley

That the Township Road 1060 (Airport Road) – Grading and Other Work Tenders - Envelope 2 be opened for the qualified bidders.

CARRIED

Tenders Received:

Northern Road Builders	\$499,180.00
Timberbound Construction	\$796,540.00

MOTION 18-08-617

MOVED by Councillor Driedger

That the Township Road 1060 (Airport Road) – Grading and Other Work contract be awarded to the lowest bidder while staying within budget.

CARRIED

Councillor A. Peters resumed his seat at the table at 11:33 a.m.

AGRICULTURAL SERVICES:

10. a) Agricultural Service Board – Terms of Reference

MOTION 18-08-618

MOVED by Councillor Knelsen

That the Agricultural Service Board Terms of Reference be amended as presented.

CARRIED

COMMUNITY SERVICES:

11. a) None

FINANCE:

12. a) Financial Reports – January 1, 2018 to July 31, 2018

MOTION 18-08-619

MOVED by Councillor Jorgensen

That the financial reports for the period of January 1, 2018 to July 31, 2018 be received for information.

CARRIED

FINANCE:

12. b) 2017 & 2018 Disaster Recovery Program Funding Application Report

MOTION 18-08-620

MOVED by Councillor Bateman

That a delegation be sent to meet with the Minister of Municipal Affairs to lobby on behalf of the Buttertown residents who are currently homeless, and the status of the Disaster Recovery application for the Peace River Flood/Ice Jam.

CARRIED

MOTION 18-08-621

MOVED by Deputy Reeve Wardley

That administration submit a Disaster Recovery Program application for the Ponton River Wildfire.

Councillor Knelsen and Councillor Cardinal stepped out of the meeting.

CARRIED

Reeve Braun recessed the meeting at 12:10 p.m. and reconvened the meeting at 1:01 p.m. with all members present.

OPERATIONS:

13. a) Water Points (ADDITION)

MOTION 18-08-622
Requires Unanimous

MOVED by Deputy Reeve Wardley

That the water points discussion be received for information.

CARRIED

OPERATIONS:

13. b) Atlas Boat Launch (ADDITION)

MOTION 18-08-623
Requires Unanimous

MOVED by Deputy Reeve Wardley

That administration prepare and submit a river search and rescue access plan to the Department of Fisheries and Oceans for the Peace River between the La Crete Ferry Campground and the D.A. Thomas Park.

CARRIED UNANIMOUSLY

**PLANNING &
DEVELOPMENT:**

14. a) 2018 Municipal Census

MOTION 18-08-624

MOVED by Deputy Reeve Wardley

That the 2018 municipal census forms be submitted to Alberta Municipal Affairs.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Request for Census Budget Increase

MOTION 18-08-625
Requires 2/3

MOVED by Councillor E. Peters

That the budget be amended to include an additional \$22,500

for the Municipal Census project with funds coming from the General Operating Reserve.

CARRIED

UTILITIES:

15. a) None

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/ Correspondence

MOTION 18-08-626

MOVED by Councillor Jorgensen

That all Councillors be authorized to attend the Municipal Wetland Education session offered by the Mighty Peace Watershed Alliance in October 2018.

CARRIED

MOTION 18-08-627

MOVED by Deputy Reeve Wardley

That Councillors appointed to the Mackenzie Frontier Tourist Association be authorized to attend the Growing Rural Tourism Conference in Camrose on February 11-13, 2019.

CARRIED

MOTION 18-08-628

MOVED by Councillor Cardinal

That Councillor Jorgensen be authorized to attend the Canadian Parks and Wilderness Society (CPAWS) Annual General Meeting in Edmonton on September 26, 2018.

CARRIED

MOTION 18-08-629

MOVED by Councillor Jorgensen

That the information/correspondence items be received for information.

CARRIED

Reeve Braun recessed the meeting at 1:44 p.m. and reconvened the meeting 1:58 p.m.

IN CAMERA SESSION:

17. In Camera Session

MOTION 18-08-630

MOVED by Councillor Jorgensen

That Council move in-camera at 1:59 p.m. to discuss the following:

- RCMP Clerical Support Position – La Crete Office (s. 17, 24)

CARRIED

All Councillors and administration were present during the in-camera discussion. Administration was requested to leave the room at 2:30 p.m. (MGA Section 602.08(1)(6))

Councillor Jorgensen and Councillor Knelsen stepped out of the meeting at 2:57 p.m.

MOTION 18-08-631

MOVED by Councillor Bateman

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

CARRIED

IN-CAMERA SESSION: 17. a) RCMP Clerical Support Position – La Crete Office

MOTION 18-08-632

MOVED by Councillor Driedger

That S/Sgt. Brad Giles and S/Sgt. Bill Mooney from the RCMP be invited to attend a council meeting to discuss enhanced policing and clerical support.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

Regular Council Meeting
September 11, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
September 24, 2018
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **20. a) Adjournment**

MOTION 18-08-633 **MOVED** by Councillor Cardinal

That the council meeting be adjourned at 2:59 p.m.

CARRIED

These minutes will be presented to Council for approval on September 11, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the August 23, 2018 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Planning Commission meeting minutes of August 23, 2018 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, August 23, 2018 @ 10:00 a.m.

PRESENT:	Erick Carter	Chair, MPC Member
	Jack Eccles	Vice Chair, MPC Member (via teleconference)
	Beth Kappelar	MPC Member
	David Driedger	Councillor, MPC Member
REGRETS:	Jacque Bateman	Councillor, MPC Member
ADMINISTRATION:	Byron Peters	Deputy Chief Administrative Officer, Recording Secretary
	Caitlin Smith	Planner
	Kristin Darling	Planner
	Chelsea Doi	Municipal Intern

MOTION

1. CALL TO ORDER

Erick Carter called the meeting to order at 10:02 a.m.

2. ADOPTION OF AGENDA

MPC-18-08-125 MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-18-08-126 MOVED by Beth Kappelar

That the minutes of August 9, 2018 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. TERMS OF REFERENCE

For information.

5. DEVELOPMENT

None.

6. SUBDIVISIONS

- a) 39-SUB-16 1291868 Alberta Ltd.(Time Extension
14.55 Acre Subdivision (25 Lots)
Plan 092 6283, Block 02, Lot 03**

MPC-18-08-127 MOVED by Beth Kappelar

That the one (1) year time extension for Subdivision Application 39-SUB-16 in the name of Paul Driedger on NW 13-106-15-W5M Plan 092 6283, Block 2, Lot 3 be GRANTED to expire on August 23, 2019 and that the Municipal Reserve requirement be waived.

CARRIED

7. MISCELLANEOUS ITEMS

None.

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Thursday, September 6, 2018 @ 2:00 p.m. in La Crete
- ❖ Thursday, September 20, 2018 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, October 11, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, November 1, 2018 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC-18-08-128 MOVED by Jack Eccles

That the Municipal Planning Commission Meeting be adjourned at 10:21
a.m.

CARRIED

These minutes were adopted this 6th day of September, 2018.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Bill McKennan, Director of Finance
Title:	Finance Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the August 27, 2018 Finance Committee meeting minutes are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Finance Committee minutes are posted on DocuShare.

Author: J.Veenstra **Reviewed by:** Jenn Batt **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Finance Committee meeting minutes of August 27, 2018 be received for information.

Author: J.Veenstra **Reviewed by:** Jenn Batt **CAO:** _____

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**August 27, 2018
10:00 a.m.**

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

PRESENT: Peter F. Braun Reeve, Ex Officio – Chair
Lisa Wardley Deputy Reeve – Vice Chair (via teleconference)
Josh Knelsen Councillor
Jacquie Bateman Councillor
Anthony Peters Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Bill McKennan Director of Finance
Jennifer Batt Finance Controller
Jannelle Batt Finance Officer/ Recording Secretary
Doug Munn Director of Community Services

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:06 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-18-08-081 MOVED by Councillor A. Peters

That the agenda be approved as presented.

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the June 18, 2018 Finance Committee Meeting

MOTION FC-18-08-082 MOVED by Deputy Reeve Wardley

That the minutes of the June 18, 2018 Finance Committee meeting be approved as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES: 4. a) None

DELEGATIONS:

5. a) None

BUSINESS:

6. a) Review Fire Service Fees – Fee Schedule Bylaw 1092-18

MOTION FC-18-08-083

MOVED by Councillor Knelsen

That the Review Fire Services Fees – Fee Schedule Bylaw 1092-18 report be received for information.

CARRIED

6. b) FIN013 Community Organization Funding

MOTION FC-18-08-084

MOVED by Councillor Bateman

That Policy FIN013 Community Organization Funding be amended as discussed, that administration review for further changes and that it be brought back to the next Finance Committee Meeting for review.

CARRIED

6. c) High Level Fire Truck – 2010 Freightliner – Update

MOTION FC-18-08-085

MOVED by Councillor Bateman

That the High Level Fire Truck – 2010 Freightliner - Update be **TABLED** for further information.

CARRIED

Doug Munn, Director of Community Services, left the meeting at 10:42 a.m.

6. d) Quarterly Fuel Report

MOTION FC-18-08-086

MOVED by Councillor Knelsen

That the quarterly fuel usage report for Quarter 2 of 2018 be received for information.

CARRIED

6. c) CAO Expense Claim

MOTION FC-18-08-087

MOVED by Councillor Knelsen

That the CAO's expense claim for July 2018 be received for information.

CARRIED

6. d) Councillors' Honorariums and Expense Claims

MOTION FC-18-08-088

MOVED by Councillor A. Peters

That Councillor Jorgensen's late May 2018 Expense Claim be approved as amended.

CARRIED

MOTION FC-18-08-089

MOVED by Deputy Reeve Wardley

That Councillor Honorariums and Expense Claims for May, June, and July 2018 be reviewed as follows:

Councillor Expense Claims	Review Comments
1 – Councillor Knelsen	Reviewed June 2018 Reviewed July 2018
2 – Councillor A. Peters	Reviewed June 2018 Reviewed July 2018
3 – Reeve Braun	Reviewed June 2018 Reviewed July 2018
4 – Councillor D. Driedger	Reviewed June 2018 Reviewed July 2018
5 – Councillor E. Peters	Reviewed June 2018 Reviewed July 2018
6 – Councillor Jorgensen	See Motion FC-18-08-088
7 – Councillor Cardinal	Reviewed June 2018 Reviewed July 2018
8 – Councillor Sarapuk	Reviewed May 2018 Reviewed June 2018 Reviewed July 2018
9 – Councillor Bateman	Reviewed June 2018 Reviewed July 2018
10 – Deputy Reeve Wardley	Reviewed June 2018 Reviewed July 2018

CARRIED

6. e) Members at Large Expense Claims

MOTION FC-18-08-090

MOVED by Councillor Bateman

That the June, July, and August 2018 Members at Large Expense Claims be reviewed as follows:

Members at Large Expense Claims	Review Comments
1 – Terry Batt	Reviewed June 2018 Reviewed July 4, 2018 Reviewed July 17, 2018 Reviewed July 20, 2018
2 – Beth Kappelar	Reviewed June 2018 Reviewed July 2018 Reviewed August 2018
3 – Joseph Peters	Reviewed July 2018
4 – Erick Carter	None
5 – Jack Eccles	Reviewed July 2018
6 – Dicky Driedger	None
7 – Jerry Chomiak	Reviewed August 2018
8 – Joe Froese	Reviewed July 2018 Reviewed August 2018
9 – Ray Toews	Reviewed July 2018

CARRIED

Reeve Braun recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:15 a.m.

6. f) Cheque Lists

MOTION FC-18-08-091

MOVED by Councillor A. Peters

That the cheque lists and payments made online from June 16, 2018 to August 24, 2018 be received for information.

CARRIED

Reeve Braun recessed the meeting at 11:58 a.m. and reconvened the meeting at 12:29 p.m.

6. g) MasterCard Statements

MOTION FC-18-08-092

MOVED by Deputy Reeve Wardley

That the MasterCard statement for May and June 2018 be received for information.

CARRIED

**NEXT MEETING
 DATE:**

9. a) September 21, 2018 at 10:00 a.m.
 Fort Vermilion Office

ADJOURNMENT:

10. a) Adjournment

MOTION FC-18-08-093

MOVED by Councillor A. Peters

That the Finance Committee meeting be adjourned at 12:43 p.m.

CARRIED

DRAFT

These minutes were approved by the Finance Committee on _____.

Peter Braun
Chair, Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the August 30, 2018 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: C. Sarapuk Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Service Board meeting minutes of August 30, 2018 be received for information.

Author: C. Sarapuk Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**Thursday August 30, 2018
9:00 A.M.**

Fort Vermilion Office

PRESENT:	Josh Knelsen	ASB Chair
	Ernie Peters	Councillor
	Terry Batt	Member at Large
	Dicky Driedger	Member at Large
	Joe Peters	Member at Large

REGRETS:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Landon Driedger	Assistant Agricultural Fieldman
	Byron Peters	Deputy Chief Administrative Officer
	Lesley Koopman	Environmental Resource Planner

Minutes of the Mackenzie County Agricultural Service Board meeting held on Thursday, August 30, 2018

CALL TO ORDER:

1. a) Call to Order

Chair Knelsen called meeting to order at 9:06 a.m.

AGENDA:

2. a) Adoption of Agenda

MOTION ASB 18-08-66

Moved by Terry Batt

That the agenda be adopted with the additions 7.g) Wolf Bounty

CARRIED

PREVIOUS MINUTES

3.a) Minutes of the July 20, 2018 ASB Minutes

MOTION ASB 18-08-67

Moved by Dicky Driedger

That the minutes of the July 20, 2018 ASB meeting be approved as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MINUTES
MOTION ASB 18-06-68**

4.a) Irrigation District Funding

Moved by Ernie Peters

That the ASB seek partnerships to maximize and match the \$30,000. Such as Growing Forward 2 & REDI.

CARRIED

4.b) Vet Clinic Funding

MOTION ASB 18-08-069

Moved by Dicky Driedger

That a recommendation be made to Council to establish a budget reserve for a County owned Vet Clinic with \$150,000 being contributed annually.

CARRIED

ACTION LIST

5.a) Action List

MOTION ASB 18-08-070

Moved by Joe Peters

That the RFP for Land Lease Development continue to be advertised and send packages to the bidders to bid on previous lease.

CARRIED

7.a) Buffalo Head/Steephill Creek Flood Mitigation Project

MOTION ASB 18-08-071

Moved by Terry Batt

That the Buffalo Head/Steephill Creek Flood Mitigation Project be received for information.

CARRIED

7.b) Land Lease Development RFP Opening

No RFP's were received for the Land Lease Development

7.c) Scentless Chamomile Weevils

MOTION ASB 18-08-072

Moved by Joe Peters

That administration research costs and availability to weevils & coordinate with MARA for research plots.

CARRIED

7.d) Weed Notice Appeal

MOTION ASB 18-08-073

Moved by Dicky Driedger

That the Weed Notice Appeal be received for information.

CARRIED

7.e) Weed Notice Procedures

MOTION ASB 18-08-074

Moved by Josh Knelsen

That the ASB submit an article to the Echo Pioneer and Big Deal Bulletin highlighting the actions that Mackenzie County is taking towards agricultural producers that are not complying with the Weed Act.

CARRIED

7.f) Wetland Education Workshop

MOTION ASB 18-08-075

Moved by Joe Peters

That the ASB members be authorized to attend the Wetland Education Workshop in Grimshaw on October 29, 2018.

CARRIED

7.g) Wolf Bounty

MOTION ASB 18-08-076

Moved by Terry Batt

That the Wolf Bounty be carried forwarded into 2019.

CARRIED

SET NEXT MEETING DATE

8.a) Next Meeting Date

The next ASB meeting will be held on September 18, 2018 at 9:00 A.M. in the La Crete office.

ADJOURNMENT

9.a) Adjournment

MOTION ASB 18-07-065

Moved by Ernie Peters

That the ASB meeting be adjourned at 11:45 am.

CARRIED

These minutes will be presented for approval at the September 18, 2018 ASB Meeting.

Josh Knelsen, Chair

Grant Smith, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO & Directors Report for August 2018

BACKGROUND / PROPOSAL:

The CAO and Director reports for August 2018 are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the CAO and Directors reports for August 2018 be received for information.

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

MONTHLY REPORT TO THE CAO

For the month of August, 2018

From: Byron Peters
Deputy Chief Administrative Officer

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR. Latest comment suggested the process will officially start in 2020.
Community Infrastructure Master Plans	Q4 2018	Received second draft of offsite levies for review. After administration reviews, we will complete a level of engagement with the development community.
Strategic Planning Session	2018	Discussion with Council and Management on County strategic priorities – will tie into the coming budget discussions.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development Strategy	Ongoing	Relationship with REDI and other agencies continue to provide opportunities. Lots of effort was spent on Ag Fair – it's a great way to promote our region and to connect with businesses.
Streetscape	Ongoing	La Crete committee has decided to focus on trees down main street this year. They are currently finalizing placement. Fort Vermilion waiting on the railing for the viewing deck to be completed. Prioritizing the big lookout deck as the next project and want to find matching grant.
MGA Updates	Ongoing	Documented applicable MGA updates and implementing these changes through the planning department. Items include: transparency of planning documents, public participation policy, offsite levies, tax incentives, joint planning agreements with schools, and many more.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	Q2 2018	Project is considered complete.
Fort Vermilion Flood Risk Assessment	Q2 2019	Project start was May 3 rd . They came up at end of June to complete their own observations. Draft report expected by end of November. Opportunity is available to apply for phase 2 grant funding – will be presented at next council meeting.
Airport Planning	2018	Have engaged WSP to complete an assessment of our AVPA and to determine the scope of work that it needs. Additional development planning needs to be completed. Engaged with Airport users regarding future development plans. Airport user policies, response plans, etc. have a completion goal of end 2018.
Inter-municipal Collaboration Frameworks and Inter-municipal Development Plans	April 2020 completion deadline	<p>Rainbow Lake: August 9th we met with Rainbow Lake and MMSA. We engaged MMSA to facilitate most of the process on our behalf. Next meeting scheduled for October 15th.</p> <p>High Level: preliminary discussions started at administrative level. Sent letter from Reeve regarding council to council discussions. No response yet.</p> <p>Northern Lights: Met on July 4th, CNL will lead process. CNL council has passed a motion to apply for the IDP exemption.</p> <p>MD Opportunity: Meeting scheduled for September. They are looking at a tri/multi-municipal agreement.</p> <p>Northern Sunrise: Administration met on July 27th. Their desired outcome and process is to keep it simple and basic. They have established their Reeve and Deputy as their intermunicipal agreements committee, and would like to have a meeting or two after administration has drafted a framework.</p> <p>RM Wood Buffalo: they reached out to us, will be having the discussion with their council soon. They expect to work on ours in 2019.</p>

		Will continue to work with council on this file.
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Personnel Update:

The executive assistant position is currently advertised.

Other Comments:

Have started the development incentive conversation with Council. Additional follow up and research is needed, but good preliminary direction was provided.

We are identifying potential industrial areas around La Crete; this will be coming forward to council for discussion this fall.

Had one development appeal in August, another scheduled for September 5th.

Chelsea joined the Planning Department for two weeks, and we managed to keep her for one extra week too.

Spent a couple days in Calgary as part of NWSAR initiatives. While I was there I also met with WSP's planning team.

Working on sorting out the issues between the property lines of the lots north of the gravel pit in Fort Vermilion. The various discrepancies in surveys is a struggle to arrange and re-define. Landowner meeting was held on August 23rd; follow up meetings required.

Ongoing meetings with developers. Currently facing quite a bit of push back from several of them for a variety of reasons. We assist developers to a high level, but the expectation is that we should do more (several developers no longer have engineering reps attend inspections, etc. leaving the County no choice but to do their engineers job or cancel inspections and extend warranty periods). I also refuse to compromise on items that expose the County to additional costs or liabilities. The liabilities is a big issue, because changing provincial legislation requires changes in what have been long-standing practices.

Assumed the Acting CAO role for two weeks at the end of August and early September. This has resulted in an assortment of additional meetings and conversations with lawyers and engineers, etc., assisting directors as best I can on how to proceed with some of their projects and challenges.

MONTHLY REPORT TO THE CAO

For the Month of August

From: Bill McKennan
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2017 Provincial Statistical Information Return	Completed	Annual reporting to Province on various financial and non-financial information.
Provincial MSI Reporting - Capital	September	Updating provincial site to reflect Council approvals related to capital budget. Reconcile and ensure compliance with program criteria.
2018 Operating & Capital Budget	Completed	Reconciliation of budget approvals and update report to Council. Financial system will need updating.
Preparation of 2019 Operating & Capital Budgets	Ongoing	Historical data and budget development templates being release this week. Updating budget presentation package to meet or exceed provincial requirements.
Orientation on financial systems	Ongoing	
Preparing reports to Council on numerous outstanding issues.	Ongoing	
Meeting with ATB Account Rep	Completed	With other staff meet with ATB Rep on new support framework for municipalities and general discussion on banking needs.

Respectfully,

Bill McKennan

Director of Finance

MONTHLY REPORT TO THE CAO

For the Month of August 2018

From: David Fehr
Director of Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Spot graveling	ongoing	Spot graveling on area's that have shown the need.
Inspect multiple subdivision applications	Completed	
New roads inspections	ongoing	Two new road extensions approved.
Install various culverts	Ongoing	Install or replaced old culverts at various locations.

Projects	Timeline	Comments
Blue Hills site #2	ongoing	Tender has been awarded.
Gravel Crushing	Ongoing	Gravel crushing is in progress
Oil Dust Control	Completed	All oil dust control projects have been completed

Meeting Schedule

- **August 14 - Council Meeting**
- **August 15 – Managers Meeting**
- **August 16 – Meeting With Handi-van Drivers**
- **August 28 – Committee of the Whole Meeting**
- **August 29 – Council Meeting**
- **August 30 – Managers Meeting.**

Respectfully,

David Fehr
Director of Operations

REPORT TO CAO

August, 2018

From: Grant Smith
Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2018	Roadside spraying is complete, except for spot spraying on Provincial Hwys. The County signed a service agreement with AT to spot spray patches. Spot spraying is complete.
ASB Summer Tour	July 10 th -13 th .	The 2018 ASB Summer Tour was hosted by Strathcona County. Highlights of the tour were a Hutterite Colony, Delaney Vet Clinic, Seed Cleaning Plant.
Weed Inspection	2018	To date 13 Weed Notices have been issued. Most are in the Machesis Lake area. Targeted weeds are White Cockle and Canada Thistle. There is a Scentless Chamomile infested area south of Fort Vermilion that the Weed Inspector is dealing with and making progress.
Roadside Mowing	2018	Roadside Mowing commenced on July 10 th . Completion date is August 15 th . All mowing areas will be retendered in 2019.
2018 Regional ASB Conference	October 30 th , 2018	The 2018 Regional ASB Conference is being hosted by Clear Hills County at the David Thompson Hall.
Wolf Bounty	2018	To date there have been 341 wolf carcasses tagged.
County Agricultural Land Leases	2018	The Fidler land lease was awarded to Ernie Driedger for \$75/ac. This is a five year lease. The Fort Vermilion Lagoon hay was awarded to Martin Wiens for \$1,200 per year for three years.
Shelterbelt Program	2018	76 orders were received. A total of 17545 trees. 8665 trees were received. They were picked up in Fairview on May 29 th and distributed at the Fort Vermilion office. Due to

		<p>the enormity of the order some species such as Lilacs, Golden Larch and Northwest Poplar were unavailable.</p> <table border="1"> <thead> <tr> <th>Species</th> <th>Amount ordered</th> <th>Amount Received</th> </tr> </thead> <tbody> <tr> <td>White Spruce</td> <td>3135</td> <td>3135</td> </tr> <tr> <td>Lodgepole Pine</td> <td>1140</td> <td>1140</td> </tr> <tr> <td>Blue Spruce</td> <td>2470</td> <td>2470</td> </tr> <tr> <td>Lilac</td> <td>4920</td> <td>0</td> </tr> <tr> <td>Siberian Larch</td> <td>1600</td> <td>1600</td> </tr> <tr> <td>Golden Larch</td> <td>870</td> <td>0</td> </tr> <tr> <td>Northwest Poplar</td> <td>2110</td> <td>0</td> </tr> <tr> <td>Green Ash</td> <td>1300</td> <td>320</td> </tr> <tr> <td>Total</td> <td>17545</td> <td>8665</td> </tr> </tbody> </table>	Species	Amount ordered	Amount Received	White Spruce	3135	3135	Lodgepole Pine	1140	1140	Blue Spruce	2470	2470	Lilac	4920	0	Siberian Larch	1600	1600	Golden Larch	870	0	Northwest Poplar	2110	0	Green Ash	1300	320	Total	17545	8665
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Total	17545	8665																														
Water Pumping Program		The County rents an Irrigation Pump and one mile of pipe. Bookings usually take place in late fall to fill dugouts. The program runs from April to November. To date there have been five rentals.																														
VSI Program	November 03, 2017	I attended the VSI Members meeting and AGM in Peace River on November 3 rd , along with Councillor Sarapuk. Main topics of discussion were: Approval of New Members, Director Nominations & Review of 2018 Fee schedule.																														

Capital Projects

Projects	Timeline	Comments
Fort Vermilion Erosion Repair (Rosenberger)		The contract was awarded to Frank Wiens. The project was completed August 23 rd .
Buffalo Head/Steephill Flood Control Project	2017	Phase 1 is complete, as well as the culvert installation through Rge Rd 16-2. Still waiting for approval for Phase 2.

Personnel Update:

Other Comments:

MONTHLY REPORT TO THE CAO

For the Month of August 2018

From: Don Roberts
Zama Operations

Program/Activity/Project	Timeline	Comments
Zama Road Maintenance Chateh Access Rd Maintenance	Ongoing	<ul style="list-style-type: none"> • Re- Graveling has been completed for the Zama access. • Re-Graveling of Chateh road should be completed by the 7th of Sept. Delay due to weather. • Heaving on the Zama pavement has returned.
Signage	Oct.	<ul style="list-style-type: none"> • 100km/hr speed limit signs on the pavement part of the Zama road are changed out and all other signage is inspected and repaired. • “Zama City” km/directional signage talks on Highway 35 continue with Alberta Transportation. “Zama City” may not be allowed but “Zama City Access Road” may.
Campground/Park	Sep	<ul style="list-style-type: none"> • Pre-planning is being conducted for closure of campground. Utilities to camp sites may be turned off early depending on weather.
Unsightly Premises	Spring 2019	<ul style="list-style-type: none"> • No letters were issued this summer.
OH&S	Ongoing	<ul style="list-style-type: none"> • Continue Monthly Safety Meetings. • Changes to the JH&SC may have to change to keep in line with new legislation.
Fire Smart	Sept 24	<ul style="list-style-type: none"> • All 2017-2018 Fire Smart projects have been completed and claims have been submitted. \$281,469 • New grant applications 2018-2019 must be submitted by Sept 24th.

Capital Projects

Tree Planting/Landscaping		<ul style="list-style-type: none">• New trees have been planted. Will be asking for funds to be carried forward to next year to replace winter kill.
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Attended Update:

<p>Attended the following:</p> <ul style="list-style-type: none">• Council/Managers Meetings• Community Services• OH&S Meetings• Meeting with AEMA field officer

Other Comments:

<ul style="list-style-type: none">- Advertising for equipment operator 1 for Zama position.

REPORT TO THE CAO

For the Month of August, 2018

From: Carol Gabriel
Director of Legislative & Support Services

Meetings Attended

- 2018-07-30 – 2018-08-06 Vacation
- 2018-08-08 Subdivision & Development Appeal Board Hearing
- 2018-08-09 Meeting with S/Sgt. Mooney to discuss RCMP clerical support at the La Crete office.
- 2018-08-14 Regular Council Meeting
- 2018-08-15 Managers Meeting
- 2018-09-21 Meeting with Shauna Kuhar, ATB Business Development Manager
- 2018-08-21 Tallcree/La Crete Pipeline Teleconference
- 2018-08-24 Office Safety Meeting
- 2018-08-28 Committee of the Whole Meeting
- 2018-08-28 Tallcree/La Crete Pipeline Teleconference
- 2018-08-29 Regular Council Meeting
- 2018-08-30 Administrative Training Session
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council, correspondence, etc.
- Prepared for and held the appeal hearing for the Subdivision & Development Appeal Board hearing on August 8, 2018.

Bylaws/Policies/Reports/Publications:

- Procedural Bylaw – update with additional guidelines for delegations and public hearings (in progress for review at the next organizational meeting)
- Drug & Alcohol Policy – policy has been drafted and was reviewed by the Management Team. Some editing is required prior to presenting to Council.

Human Resources:

- Continuing to work on developing a formal procedure for a modified work program for review by the management team and the Health & Safety Committee. A modified work program has been in place, however no formal written procedure exists. Policy and procedure will be reviewed by the Management Team prior to presenting to Council.
- Drafting of a Drug & Alcohol Policy is in progress. Draft was reviewed by the Management Team and requires some editing prior to presenting to Council for review and approval.

Records Management:

- Administrative staff training session was held on August 30, 2018 to provide an update on the recently approved Bylaw and policies relating to the management of corporate records as well as requests for information and the Freedom of Information and Protection of Privacy (FOIP) Act.

Assessment Appeals:

- Deadline for assessment appeals was Monday, July 23, 2018.
- 10 appeals were received for the Local Assessment Review Board (7 of which have been withdrawn to date) and 3 appeals were received for the Composite Assessment Review Board (all of which have been withdrawn).
- Assessment appeal fee refunds have been completed for withdrawn complaints as allowed under the applicable Bylaw.
- The remaining three appeals will be heard by the Local Assessment Review Board on October 3, 2018.

Subdivision & Development Appeals:

- A development appeal was received on August 16, 2018 for Development Permit 122-DP-18 in the Hamlet of Fort Vermilion.
- Hearing has been scheduled for September 6, 2018.

Finance:

- Assisting the Finance Department on preparing a policy and bylaw for non-profit property tax exemptions.

Events:

- The 10th annual Mackenzie Regional Charity Golf Tournament held on June 20, 2018. Continue to work on completing the financial reconciliation.

Other:

- Ongoing updates to the County's Social Media including the website, Facebook, etc.
- Ongoing form review and updating.
- Preparing for various meetings.
- Travel and meeting coordination.
- Assisting other departments as required.

MONTHLY REPORT TO THE CAO

For the Month of August 2018

From: Fred Wiebe
Director of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/18	Sewer flushing nearing completion for all hamlets with hydrant flushing to occur in August.

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/18	Completed 6 repairs to date this year and are currently working on more.
Rural Potable Water Infrastructure	Nov/18	Concrete was poured in BHP on August 28/18. Plan to do strength test on 7 day and 10 day periods. FV scheduled for Oct 1/18 demolition and construction.
Potable Water Supply North of the Peace River	Oct/19	Expressions of interest sent in to Investing in Canada Infrastructure grant. Still awaiting a band council resolution from Beaver FN stating their interest in partnering.
Waterline Blue Hills	Oct/19	Expressions of interest sent in to Investing in Canada Infrastructure grant. This was submitted as a part of the project above.
Diversion Licence Review	Dec/19	Associated Engineering submitted memo to Alberta Environment legal to review as well as a memo outlining the La Crete Aquifer condition to get approval for diversion rate adjustments. Still awaiting response from Alberta Environment on this.
La Crete Future Water Supply Concept	Dec/18	Working on project scope details.
LC – Main Lift Station Meter	Nov/18	Equipment received and work is being scheduled.

LC Future Utility Servicing Plan	Dec/18	Awaiting draft report prior to bringing to Council and holding a second and final open house outlining the plan and associated costs.
LC – Well #4	Oct/18	Sent in application for funding under the Alberta Municipal Water/Wastewater Partnership program. Awaiting approval.
LC – Sanitary Sewer Expansion	Oct/18	Received final report and currently working on off-site levy bylaw. Phase 2 design is well under way.
FV – Storage Work	May/18	Completed.
FV – Main Lift Station Grinder	May/18	Complete.
ZA – Sewage Forcemain	Oct/19	Applied under the Investing in Canada Infrastructure Program and will apply under AMWWP as per council motion.
ZA- Distribution Pump House Upgrades	Mar/19	Extended the bid deadline due to the number of extension requests. Bids to be opened at the September 11, 2018 meeting.
ZA- Lift Station Upgrades	Mar/19	Extended the bid deadline due to the number of extension requests. Bids to be opened at the September 11, 2018 meeting.

Personnel Update:

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Other Comments:

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Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County

MONTHLY REPORT TO THE CAO

For the Month of June/July 2018

From: Doug Munn
Director of Community Services

Meetings Attended in June & July 2018

- June 6, 2018 – Joint Health & Safety
- June 7, 2018 – Natural Gas Meeting
- June 11, 2018 – Bluehills Rate Payers Meeting
- June 12, 2018 – Council Meeting
- June 12, 2018 - Fort Vermilion Rate Payers Meeting
- June 13, 2018 – Ag Fair Meeting
- June 13, 2018 – Rocky Lane Rate Payers Meeting
- June 14, 2018 – Zama Rate Payers Meeting
- June 18, 2018 – La Crete Rate Payers Meeting
- June 20, 2018 – Meet with Beaver First Nation – Water Service
- June 26, 2018 – Committee of the Whole
- June 27, 2018 – Council Meeting
- June 28, 2018 – La Crete Streetscape Meeting

- July 2 - 6, 2018 - Holidays
- July 17, 2018 – Ag Fair Meeting
- July 18, 2018 – Managers Meeting
- July 25, 2018 – Council Meeting
- July 26, 2018 – Community Services Committee Meeting

Fire

- Fort Vermilion and La Crete June Statistics:
 - 4 Alarm calls
 - 4 Fire Calls
 - 21 Medical Calls
 - 4 Motor Vehicle Incidents

- Fort Vermilion and La Crete July Statistics:
 - 3 Alarm calls
 - 2 Fire Calls
 - 17 Medical Calls
 - 5 Motor Vehicle Incidents

- La Crete Report
- Finished pump operation training,
- Conducted search & rescue Training and live fire Training.
- Started working on the training grounds, graveled a portion of the training grounds, set up C-Cans, purchased a water tank, grain bin and auger (through fundraising) for Training props.

- In the process of finishing/welding stairs etc. on the c-cans to finish the live structure fire Training prop

Peace Officer – June/July 2018

- We continue to fill the Peace Officer position. Interviews are being conducted as qualified applications are received. We made one offer in August, however it was declined. We are currently doing reference checks on another applicant.

Bylaw Enforcement – June/July 2018

June

- Picked up three dogs in La Crete
- Completed 17 lot clean ups in La Crete
- Dealt with 5 bylaw concerns in La Crete
- Finished Bank Run for the Finance Department

July

- Picked up 4 dogs in July, 2 Fort Vermilion, 2 in La Crete
- Completed 5 lot clean ups in Fort Vermilion
- Dealt with 12 bylaw concerns in La Crete

- Continuing to monitor garbage collections, check Lake Torangeu and the Hill Park for vandalism in La Crete.
- Continuing to deal with blocked and over grown back alleys.

Communication

- Worked on the Buffalo Head Tower, the power was down due to generator and battery issues, got that resolved.

Health and Safety

- Completed audit with National Safety Codes (NSC) auditor.
- Worked NSC Training and compliance
- Finished NSC training for handi-van and fire department drivers.
- Completed quality assurance revisions for the COR Audit with a passing mark
- Started Annual County Building inspections

Waste

- Normal Operations

Parks and Recreation

- Park Closing dates
 - Hutch Lake September 30, 2018
 - Wadlin Lake September 30, 2018
 - Machesis Lake September 12, 2018

Emergency Operations

- Complete DRP Appeal for Gas Shortage

Building Maintenance June/July

June

- Install internet at the Tompkins fire hall for training purposes
- Install electrical service for the caretaker at Hutch Lake Campground
- Attend a facility maintenance course in Wetaskiwin
- Regular maintenance and repairs at LC office, Machesis Lake & Zama Trailers
- Obtain price quotes for park shed construction-FV public works yard

July

- Replace communication equipment FV Utilities with Julius
- Repair stairs at Hutch Lake Cottage dock access
- Repair fish cleaning station, set up sign for Alberta Parks at Wadlin Lake
- Construct enclosure around pressure washer for sound barrier. Remove deck, stairs and door from second floor on the west end. Install door on the north side of shop- FV shop
- Construct deck trailer 9-Zama
- Multiple repairs at Hutch Lake Campground



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Fred Wiebe, Director of Utilities
Title:	TENDERS Hamlet of Zama Lift Station Upgrade

BACKGROUND / PROPOSAL:

Mackenzie County first applied for the Alberta Municipal Water and Wastewater Partnership grant in 2011. In 2017 we were approved under the Clean Water Wastewater Fund (CWWF) after the province suggested we apply under this grant as this project would meet the criteria.

We received approval from CWWF for this project at a total cost of \$2,427,264, with 50% or \$1,213,632 being funded as a grant under the program, and the other 50% being required from Municipal sources.

The 2018 Capital Budget approval requires amendment since the total project cost was reflected at a lower amount.

The budget approval was \$1,819,068 with funding coming from the following sources:

- CWWF - \$1,034,250
- WTR/DR Reserves - \$784,818

Administration is recommending the budget be aligned with the CWWF grant approval budget. In addition the 2018 budget excluded prior year's allocation under the MSI program, which needs to be incorporated within the overall budget.

The following recommendations would bring the 2018 capital budget project cost in line with the provincial approvals of \$2,427,264:

- CWWF - \$1,213,632
- WTR/DR Reserves - \$784,818
- MSI Funding \$428,814

- *These amounts may be impacted by the tenders received, and may require upwards or downwards adjustments.*

Author: S Martens **Reviewed by:** F. Wiebe **CAO:** _____

Administration has publicly advertised the Tender for the Hamlet of Zama Lift Station Upgrade and also held a pre-bid meeting on August 16, 2018. Submissions were due at Fort Vermilion County office on Tuesday, August 28, 2018 at 4:30 p.m. but due to a number of requests to extend the deadline from interested contractors, administration decided to provide extension to Monday September 10, 2018 4:30pm.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Hamlet of Zama Lift Station Upgrade current 2018 Budget of \$1,819,068

Clean Water and Wastewater Fund Grant: \$1,213,632 (50% of the funding)

SUSTAINABILITY PLAN:

Goal C5 Mackenzie County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet.
- Meet quality standards consistent with current national standards and demand.
- Are stable and reliable.
- Are each financially self-sustaining at both operational and capital levels.

COMMUNICATION:

Successful bidder will be notified and APC will be updated.

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Lift Station Upgrade Tenders – Envelope #1 be opened and that administration review the tenders for qualification prior to opening Envelope #2.

Author: S Martens Reviewed by: F. Wiebe CAO: _____

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the unqualified Hamlet of Zama Lift Station Upgrade Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Lift Station Upgrade Tenders - Envelope #2 be opened for the qualified bidders.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the Hamlet of Zama Lift Station Upgrade Tenders and bring back to Council later in the meeting.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

Motion will reflect budget amendments required after tender openings.

Motion 6:

Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Lift Station Upgrade contract be awarded to the lowest bidder while staying within budget.

Author: S Martens Reviewed by: F. Wiebe CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Fred Wiebe, Director of Utilities
Title:	TENDERS Hamlet of Zama Water Treatment Plant Upgrade

BACKGROUND / PROPOSAL:

Mackenzie County first applied for the Alberta Municipal Water and Wastewater Partnership grant in 2011. In 2017 we were approved for the grant for 75% of the costs.

Administration has advertised the Tender for the Hamlet of Zama Water Treatment Plant Upgrade. Submissions were originally due at Fort Vermilion County office on Tuesday, August 28, 2018 at 4:30 p.m. but due to a number of requests to extend the deadline from interested contractors, administration decided to provide extension to Monday September 10, 2018 4:30pm.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Hamlet of Zama Water Treatment Plant Upgrade the current 2018 Budget remaining of \$789,414.

Alberta Municipal Water/Wastewater Partnership grant: \$705,750

SUSTAINABILITY PLAN:

Goal C5 Mackenzie County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

Author: S Martens **Reviewed by:** _____ **CAO:** _____

- Are available in each hamlet.
- Meet quality standards consistent with current national standards and demand.
- Are stable and reliable.
- Are each financially self-sustaining at both operational and capital levels.

COMMUNICATION:

Successful bidder will be notified and APC will be updated.

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Water Treatment Plant Upgrade Tenders – Envelope #1 be opened and that administration review the tenders for qualification prior to opening Envelope #2.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That the unqualified Hamlet of Zama Water Treatment Plant Upgrade Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Water Treatment Plant Upgrade Tenders - Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority Requires 2/3 Requires Unanimous

That administration review the Hamlet of Zama Water Treatment Plant Upgrade Tenders and bring back to Council later in the meeting.

Author: S Martens Reviewed by: _____ CAO: _____

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of Zama Water Treatment Plant Upgrade contract be awarded to the lowest bidder while staying within budget.

Author: S Martens Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1111-18 Land Use Bylaw Amendment for a Zoning Overlay to add Shop – Farm as a Use and to increase the amount of Animal Units on NW 29-106-15-W5M

BACKGROUND / PROPOSAL:

Mackenzie County Administration is proposing a zoning overlay for NW 29-106-15-W5M to add shop-farm as a permitted use and to increase the maximum amount of animal units.

This suggested change is due to the quarter section being rezoned from Agricultural “A” to Rural Country Residential 1 “RCR1” in 2000, but not being further subdivided into smaller acreages. Within this land district, the lots are to be 3-5 acres; the size is to accommodate dwellings, ancillary buildings and personal shops.

The quarter section is located in a rural area though the lots are considered residential therefore farm shops are not an option. In the context of NW 29-106-15-W5M, the lots range from the smallest being 5 acres to the largest being 42 acres. These sizes are large enough to permit agricultural uses such as shop-farm and to increase the number of allowable animal units in reflection to lot size.

A landowner owns 19.13 acres of land within the subdivision and he would like to build a farm shop but cannot because of the restrictions in the bylaw. The landowner owns farmland on a separate quarter but lives on the acreage thus he would like to build a farm shop as opposed to a personal shop. A farm shop is cheaper to permit and build than a personal shop.

This bylaw will only give the landowners within NW 29-106-15-W5M, the ability to obtain the proper permits to build farm shops on their properties. It will not allow farm shops to be permitted on all Rural Country Residential 1 “RCR1” land districts.

This item was taken to the Municipal Planning Commission on July 26, 2018 for recommendation and the following motion was made:

Author: K Darling **Reviewed by:** C Smith **CAO:**

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 1111-18

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1111-18
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW
TO ADD A ZONING OVERLAY TO NW 29-106-15-W5M FOR THE PURPOSE OF
ADDING SHOP – FARM AS A PERMITTED USE AND TO INCREASE THE AMOUNT
OF ANIMAL UNITS

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to add farm shops and quantity of animals as a zoning overlay on NW 29-106-15-W5M.

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

1. That Mackenzie County Land Use Bylaw Section 8 General Regulations be amended with the following addition:

8.64 Zoning Overlay for NW 29-106-15-W5M

8.64.1 For residents living on NW 29-106-15-W5M SHOP – FARM is considered a permitted use.

8.64.2 In which LIVESTOCK is allowed, the following shall apply:

- a. LIVESTOCK shall be limited to no more than one (1) animal unit per 0.40 ha (1 acre) or part thereof, to a maximum of ten (10) animal units as defined in the following table:

Type of Livestock	Number of Animals Equivalent to One Animal Unit
Cow (Plus calf under 6 months)	1
Horses and Other Equine Animals	1
Sheep/Goats	2
Pigs	2
Fowl	12

- b. LIVESTOCK consisting of up to three (3) hens shall be exempt from contributing to an animal unit count.
- c. Adequate fencing and/or buffering shall be constructed to the satisfaction of the Development Authority to ensure the on-site confinement of LIVESTOCK and to reduce the impact of noise, odour or visual presence on surrounding properties.
- d. Adequate measures, if required by Alberta Agriculture, Food and Rural Development and/or the local Health Authority, for the disposal of animal wastes shall be provided to the satisfaction of the Development Authority.
2. That Mackenzie County Land Use Bylaw Section 8.3 Animals be amended with the following addition:
- 8.3.5 Please refer to 8.64 for residents living on NW 29-106-15-W5M.
3. That Mackenzie County Land Use Bylaw Section 9.3 Additional Regulations be amended with the following addition:
- 9.3.11 In addition Section 8.64 of this BYLAW relates specifically to development on NW 29-106-15-W5M.

READ a first time this 14th day of August, 2018.

PUBLIC HEARING held this _____ day of _____, 2018.

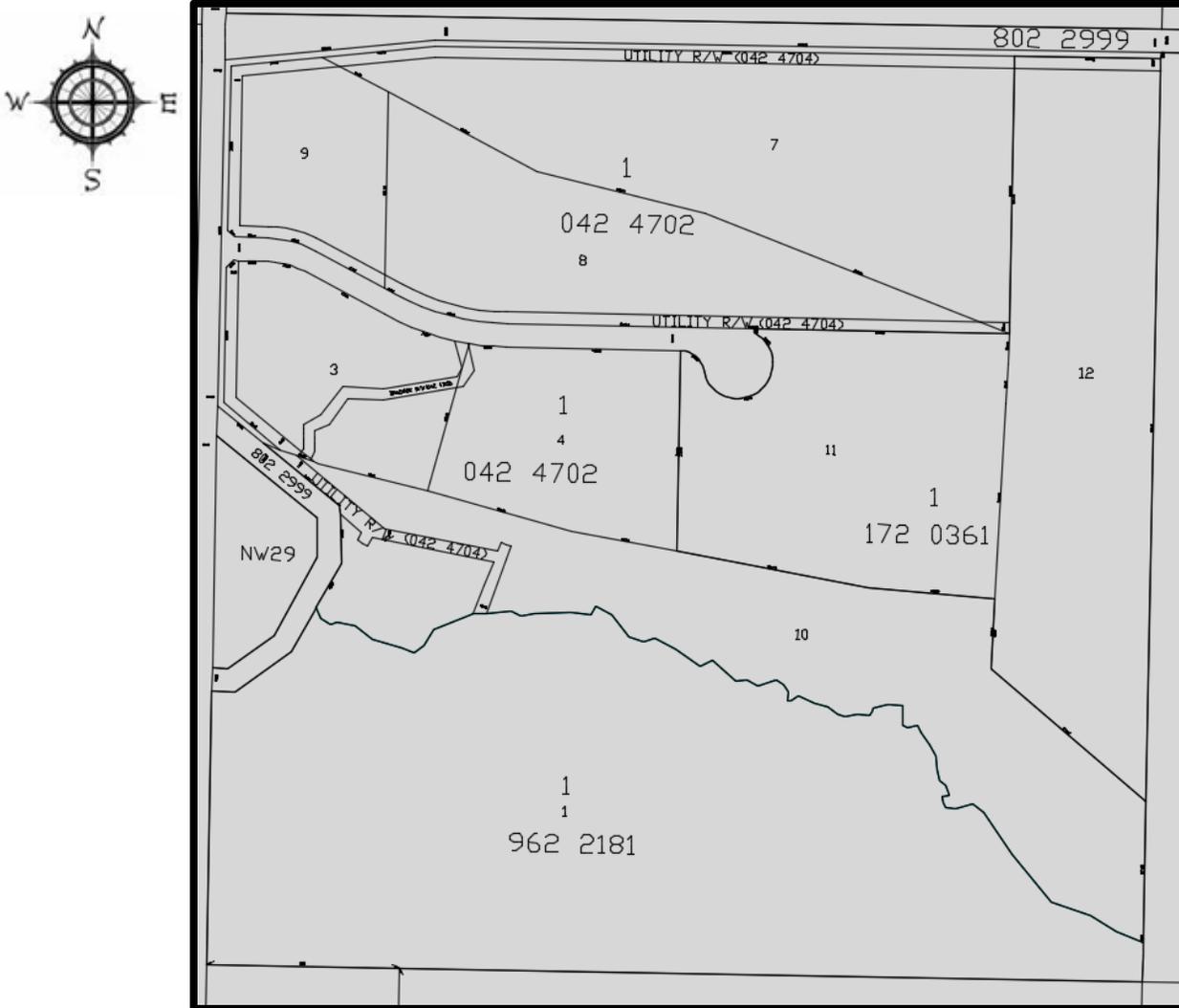
READ a second time this _____ day of _____, 2018.

READ a third time and finally passed this _____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

NW 29-106-15-W5M



Location: *La Crete Rural*

Zoning Overlay

To: *Include SHOP – FARM and increase the amount of animal units.*

Bylaw 1111 – 18, August 2018



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Don Roberts, Zama Site Manager
Title:	Diseased Bison Awareness (Signage)

BACKGROUND / PROPOSAL:

On February 13, 2018 Council made the motion:

“That Mackenzie County support the increased awareness of the diseased risk bison/caribou monitoring and that the signage/advertising request be brought back for further information.”

On June 14, administration initiated talks with Nataalka Melnycky Senior Wildlife biologist – Peace Region – Environment and Parks. Annex A (attached) outlines the initial plan following that discussion.

On July 13, 2018 a teleconference was called by Nataalka titled “Managing TB and Brucellosis Disease Risk in WBNP Working & Stakeholder Groups”. See unofficial minutes issued by Kelly Corbett | Project/Planning Officer, Agriculture and Forestry | Animal Health & Assurance Branch (See Annex B attached)

On August 23, administration had further conversations with Nataalka to discuss the current plan and the funding required. It was still unsure how or in what way Mackenzie County or other stockholders could/would be providing support or funding.

Administration requested that Nataalka provide a written letter to the County regarding the initiative and the requested support. The letter indicates municipal support either through financial and/or in-kind help for the installation of the bison signs. A copy of the letter is attached.

Author: D. Roberts Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

Option 1

Support initiative - Mackenzie County will install all signs as indicated in request letter.

Option 2

Support initiative - Mackenzie County will install all signs as indicated in request letter.
- Mackenzie County will provide funding for signs and hardware.

COSTS & SOURCE OF FUNDING:

Option 1

Installation of signs by Mackenzie County – In-house labor (Crew and Vehicle/Equipment)

Option 2

Installation of signs by Mackenzie County – In-house labor (Crew and Vehicle/Equipment)

Mackenzie County will provide funding for signs and hardware - \$8,150.00

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County provide in-kind support to the Diseased Bison Awareness signage program by providing the installation of 21 signs as requested by Alberta Environment and Parks.

Author: _____ Reviewed by: _____ CAO: _____

Annex A

On June 14, administration initiated talks with Nataalka Melnycky Senior Wildlife biologist – Peace Region – Environment and Parks.

The following was the initial plan...

Action	Responsibility	Cost	Total estimated cost
Design of “report a bison signage” for Hwy 35	Alberta Environment and Parks – digital communications staff can design or Wildlife staff can organize with Department of Transportation	In-Kind	\$0.00 in kind
Approval of department of transportation for sign installation	AEP or CBA can apply for approval	http://www.transportation.alberta.ca/Content/docType329/Production/signinstr.pdf	\$0.00
Printing and installation of Signs	Need to communicate with Alberta Transportation to ensure specs conform to standards. Paid for by CBA	~\$300 each http://310sign.ca/alberta-traffic-signs/custom-traffic-signs	4 signs x \$300 = \$1,200.00 UPDATE: up to 6-8 signs along highways, final number to be determined after inventory is complete
Installation	Likely covered by Alberta Transportation		\$0.00 in kind
Permit fee	Paid for by CBA May not be required when updating existing signs	Dependent on size, can range from \$500-\$5,200.00 https://www.signupalberta.com/permitfee.html	4 signs x \$500 = \$2,000.00
Installation of signs on municipal roads	MacKenzie County	~\$300 each http://310sign.ca/alberta-traffic-signs/custom-traffic-signs	2 signs x \$300 = \$600.00 UPDATE: up to 6-8 signs on county roads

Annex B

Managing TB and Brucellosis Disease Risk in WBNP Working & Stakeholder Groups			
Date: July 13, 2018	Time: 1:00-2:00 pm	Place: Teleconference	
Meeting called by:	Natalka Melnycky	Type of meeting:	Update
Teleconference: Toll Free Dial In: 1-866-210-4704; Conf ID # 7804276159			
Invited (<i>attended in italics</i>): EP: Calvin McLeod, Craig Dockrill, Dave Kay, <i>Joann Skilnick, KayeDon Wilcox, Luc Nowicki, Ashley Tkachyk, Lyle Fullerton, Margo Pybus, Mark Ball, Margot Hervieux, Matt Besko, Natalka Melnycky, Paul MacMahon, Marlene Cobick;</i> AF: <i>Gerald Hauer, Jagdish Patel, Keith Lehman, Robyn Jacobsen, Kelly Corbett;</i> CFIA: <i>Robert Cooper, Natalie Bragg;</i> CBA/BPA: <i>Terry Kremeniuk, Glenn Kjemhus;</i> CCA/ABP: <i>Rob McNabb, Rich Smith, Karin Schmid, Maarten Braat,</i> Mackenzie County: <i>Eric Jorgensen, Len Racher, Grant Smith.</i>			
Regrets:			
Time	--- Agenda Topics ---	Requirement / Notes / Decisions	
1:00	Welcome	Gerald Hauer is moderator	
	Wood Bison Interim Activities	“Bison Watch” program Bison Management Video Surveillance flights Collaring of bison	
Wood Bison Interim Activities.			
	“Bison Watch” program:	A. Advertisements for local residents <ul style="list-style-type: none"> • The ad has been updated by the AEP communications staff. <ul style="list-style-type: none"> ○ Reviewed the drafts and had some edits for Natalka. ○ Still waiting to see if it’ll be the Peace River office listed as the number ○ Action: Natalka will be make the necessary edits. • Require logos from all stakeholders interested in participating. • Mackenzie County had voiced that they have an ongoing space for advertisements within the local paper (High Level echo) and could use that space for a ‘bison watch’ add free of cost (4” ad.) <ul style="list-style-type: none"> ○ Confirmation- Will advertise the Bison Watch Poster in the newspaper. ○ Once ad is complete, a final copy will be provided to the county for use in paper. • Use of Premises ID System to send a message to cattle and bison farmers in the area; <ul style="list-style-type: none"> ○ Action: Keith and Kelly will look at drafting a letter 	

Annex B

- The option of a post office drop of “bison watch” ads was discussed.
 - Covering the cost of ads still under discussion-
Action: Mackenzie County will let us know.
 - Once ads have been finalized – we can go ahead with this.
- Discussed the use of Facebook for ads
 - Will provide outcome after discussing with communications to ensure adherence to GoA rules.
 - Should be no problem with it being on a government website.
 - Mackenzie County will post it on their website.-
Action: Call Nataalka when you want to post something as we will need similar messaging.
- Need a FAQs document on handling bison reports-
Action: Nataalka will draft but calls should be directed to Nataalka.

B. “Bison Watch” with local ranchers as focal audience

- Estimated no cost to focal “bison watch” material, as would be directed towards local ranchers via emails/posters and all created in-house.
- Will print posters locally to post where most local traffic.
- Previously, Eric Jorgenson mentioned a local bison rancher/organization that has a newsletter going out to other bison ranchers (Name> Jacob Marfil?). Eric will contact and see if option for sending out ‘Bison watch’ information.
 - Applied research association has a newsletter.
 - There is the Peace Country newsletter.
 - **Action:** Nataalka will contact Linda Sautner regarding annual meeting

C. Signage on area Highways

- Suggested contacting Transportation Signage Division for help.
- Report bison part is separate so when disease risk is gone, you can remove this.
- Have 2 signs each way –one at beginning and end of highway-12 all together
- 4 signs will be placed on Hwy 35 between High Level and NWT, 2 signs on Hwy 58 east, and 2 signs on Hwy 88, south of Fort Vermillion.
- **Action:** Kelly to confirm where signs will be.
- Paddle Prairie not a priority right now for signs.
- \$300 for signs, not including installation. No license fee.

Annex B

		<ul style="list-style-type: none"> • Mackenzie County will need to get approval from council to pay for these-Action: Nataalka will send them estimates-next meeting July 26 • Action: Nataalka will make necessary edits to signage. <p>D. Information kiosks in High level, NWT border and Fort Vermilion</p> <ul style="list-style-type: none"> • Mackenzie Frontier Tourism Association manages kiosks-Lisa Wardley-Nataalka will get info from Eric • Printed on metal signs-done in house-\$30 a sign • Reviewed sign and provided Nataalka with some edits. • Action: Nataalka will make necessary edits. <p>How do we monitor the effectiveness of the ‘Bison watch’ advertisements?</p> <ul style="list-style-type: none"> • Keep track of where we are putting ads and signs including facebook • Consistent messaging • In a year, could send out questionnaire to see if they were effective
	Bison Management Video Put on hold for now	No update
	Surveillance flights	<ul style="list-style-type: none"> • Four flights last winter but no sightings. Saw some bison tracks. Game cameras from Mackenzie County. • High Level to boundary-no more flights. • Not confirmed for agricultural zone re: future flights- depends on funding. • Indirect surveillance through KayeDon. • More funding sources needed
	Collaring of bison	National Geographic interested in filming. Vet from Yukon said National Geographic would pay for some of the collaring. Tabled as no response from National Geographic and lack of funding at this time, unless seen as a priority. If collaring needs to be done, they won't rely on National Geographic.
	Update: Long term strategy	<p>Last meeting the group reported on progress on briefing up to DMs or their equivalent.</p> <ul style="list-style-type: none"> • Executive Committee meets on July 17 to discuss.
	Update on Hay-Zama Bison Hunt 2018-19 suspension	Survey in February 2018 –316-below what we were looking for (400-600). Suspended the hunt. Will survey again to see why the number is so low (Tuberculosis and Brucellosis disease not a concern as to the reason).
	Action Items	<ul style="list-style-type: none"> • Kelly will compare notes with Colleen and send out the minutes within 2 weeks. • Are there funds re Disease Management Program-if Mackenzie County can't pay for all the signage and install, we can tap into it if needed.-Mackenzie County will

Annex B

		<p>provide an update.</p> <ul style="list-style-type: none"> • Nataalka will make necessary changes to the ads and posters. • Mackenzie County will post Bison Watch ads on social media. • Nataalka will send estimate on sign install to Mackenzie County. • Kelly and Keith will draft a PID Letter. • Nataalka will complete an FAQ Document on how to handle bison reports. • Kelly will confirm with Nataalka where highways will be. • Rich Smith will provide Kelly with contact to replace Rob McNabb.
2:00	Adjourn - Next meeting:	September

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

Dear Mackenzie County Council members,

RE: Signage on highways as a part of the “Bison Watch” initiative

I was asked by Don Roberts to provide an overview of the “Bison Watch” initiative. This initiative is a part of the Managing Disease Risk in Northern Alberta Wood Bison – Outside of Wood Buffalo National Park approach and involves multiple techniques to reach out to local residents. In addition to working with the bison Stakeholder team, a few of council members have been corresponding with me on this initiative and were optimistic that the council would be willing to support the work via financial and/or in-kind contributions.

Bison Watch Program

1. Bison watch outreach via mail-outs
2. Bison Watch outreach via advertisements
3. Installation of Bison information signage on information center kiosks at the NWT border, in High Level and in Fort Vermilion.
4. Update and installation of signs along provincial and municipal roads within Mackenzie County. Purpose:
 - a. The signage will provide awareness to vehicular traffic that Bison may be on roads.
 - b. In areas in which Bison movement is being managed, the signs will provide a “Report Bison” add-on to encourage reporting of bison on highways. The reporting of bison on highways will allow for prompt investigation, confirmation and action if a bison is seen outside of its herd area.

Costs

There are 13 bison signs to be purchased and 8 Contact number add-on panels for a cost of \$7,500. Hardware and posts for the signs will cost an additional \$650. Total cost of signs and hardware is \$8,150. We have been working with Alberta Transportation and no additional fees for permits will be required.

The installation of these signs has been quoted to cost \$25,000 by La Prairie Group. We are requesting that the Mackenzie County provide in-kind support of this initiative through the installation of the signs along highways. Please see the below figures showing the proposed signs and locations.

Thank you for considering support this initiative via financial and/or in-kind help. I look forward to hearing from the council on their decision.

Sincerely,



Nataalka Melnycky, MSc.
Senior Wildlife biologist – Peace Region – Environment and Parks
Provincial Building, 9621-96 Ave, Bag 900-26, Peace River, AB, T8S 1T4
Email: Nataalka.Melnycky@gov.ab.ca
Phone: (780) 624-7176 / Mobile: (780) 618-1647



Figure 1. Draft Signage with main sign and additional Report Bison add-on panel

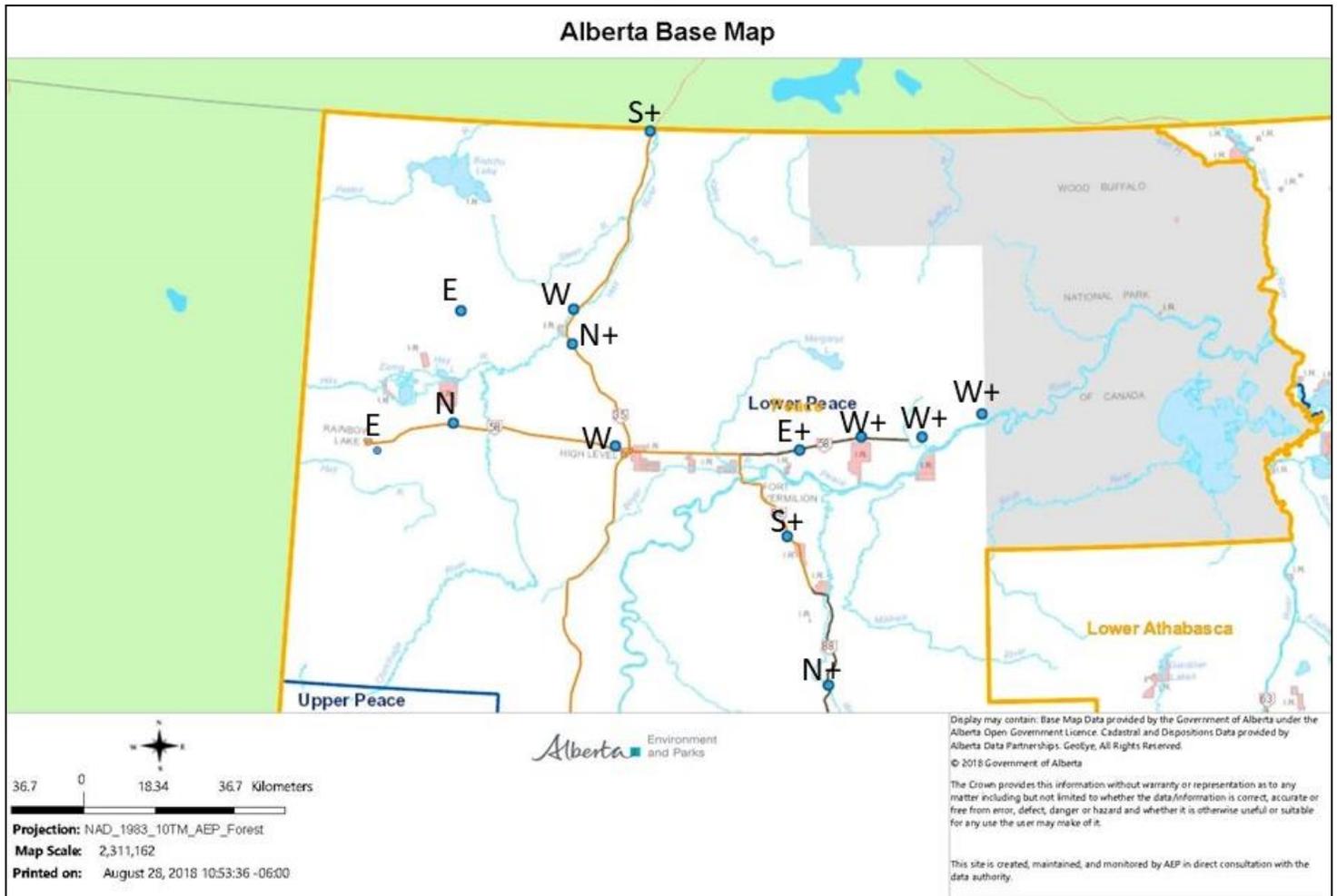


Figure 2. Sign locations. Cardinal Direction indicates direction traffic will be travelling when observing the sign. (+) sign indicates signs which will have Report bison add-on panel with contact number.

funding until the provincial contribution is paid in full (Example: \$10 million provincial portion divided by \$2.3 million/year = 4.35 years of MSI funding. So, for 4 years the County would receive no MSI, and in year 5 would still only receive a 65% portion).

The County has been given until September 14th to advise if the County wishes to proceed with the project with the revised funding model and associated costs, or if we wish to withdraw our application.

OPTIONS & BENEFITS:

At a higher level, the options are to commit more municipal funding, see if more fundraising is possible, or change the project scope.

More detailed options will be included in the handout.

COSTS & SOURCE OF FUNDING:

Additional detail will be included in the handout.

SUSTAINABILITY PLAN

Additional detail will be included in the handout.

COMMUNICATION:

Additional detail will be included in the handout.

RECOMMENDED ACTION:

- Simple Majority
- Requires 2/3
- Requires Unanimous

As currently presented, there is insufficient information confirmed to allow administration to recommend a particular action. Ongoing conversations with the society and internally should provide sufficient information for Council.

Author: BP Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Bill McKennan, Director of Finance
Title:	2018 Budget Update

BACKGROUND / PROPOSAL:

Annual Municipal Budget Planning

The budget is intended to serve as a policy document, financial plan, operations guide, and a communications device. Through the operating and capital budgets, Council decides on the municipality's priorities for the upcoming years by setting aside funds for each program or service. This important financial plan provides guidelines and directives to staff for the allocation of resources and the provision of services and infrastructure. The budget also determines the total amount of taxes to be levied to residents and businesses of the community for the budget year.

The budgeting process allows municipalities to prioritize projects, programs and service levels based on anticipated revenue and expenses. A municipality's annual budget routinely consists of two components:

The operating budget plans for a municipality's day-to-day expenditures (e.g. salaries, wages, benefits, heat, hydro and maintenance of buildings and infrastructure).
 The capital budget plans for the purchase and financing of assets or improvement of existing infrastructure (e.g. roads, sewers, recreation centres, parks and buildings).

Departmental Operating Budgeting

For accounting and budgeting purposes, the County's activities are segregated by department or area of responsibility. There are many reasons to budget this way: it shows responsible approximation of revenues and expenses related to each department, it allows for the accounting of specific activities, it allows for easier reporting to Provincial or Federal bodies or other partners.

Author: Bill McKennan **Reviewed by:** _____ **CAO:** _____

Each department or activity will have its own set of revenues and expense accounts with the intent of showing the Tax Levy Requirement (TLR) – the amount of tax or other revenues required to run operate the department. Department that have significant activity revenues such as utilities – will have a lower tax levy requirement compared to such department such as Finance. This isn't to penalize one department over another only to provide information to Council and the ratepayers.

Fiscal Guidelines & Requirements

Balanced Budget

The County is required under the *Municipal Government Act (MGA)* not to plan for a deficit. To achieve this, the budget is prepared on a fiscal viable basis and is motored and controlled to achieve this desired outcome of a balanced budget. As such all budgeted revenues must equal budgeted expenditures.

The municipality follows the legislative financial requirements of the *MGA and Regulations*. In addition, the municipality meets or exceeds all policy statements of the Canada Public Sector Accounting Handbook, which is governed by Chartered Professional Accountants Canada (CPA).

Municipal Accounting Methods

There are different types of accounting methods that can be used for budgeting and financial reporting;

Accrual accounting

Accrual accounting involves recording revenues as they are earned during the fiscal period, regardless of when they are collected. Expenses are recorded when the liability for the expense is initially incurred.

In this method, the municipality's tangible capital assets are expensed in regular installments over a period of time. This is referred to as "amortization." In general, this period of time corresponds to the useful life of the asset.

Modified accrual accounting

This form of municipal accounting is accrual accounting with the adjustments permitted. Generally, a municipality may exclude certain expenses from the budgeted amount, including:

- Amortization expenses
- Post-employment benefits expenses
- Solid waste landfill closure and post-closure expenses

Author: Bill McKennan Reviewed by: _____ CAO: _____

The County prepares its financial statements in accordance with the Generally Accepted Accounting Principles for local governments as recommended by the CPA Canada Public Sector Accounting Handbook (accrual accounting).

The annual budget is prepared on the modified accrual accounting method were the amortization expense is not funded by the tax levy completely.

Tangible Capital Assets

The County is in compliance with the Tangible Capital Asset requirements of the Public Sector Accounting Board. The annual financial statements are prepared to reflect historical costs and amortization. There currently is no requirement to integrate these financial statement principles into the budgeting methods of the municipality. However, it is good financial planning practice to review and evaluate annual contributions to reserves with these concepts in mind.

The *MGA* sets out the general requirements for the annual approval of the operating budget of the municipality overall the budget must at a minimum provide for:

- The amounts needed to fund Council approved programs
- Amounts needed to pay debt obligations
- All amounts needed to meet all other municipalities obligations
- The amounts to be transfer from/to reserves
- Any monies to cover the previous year's shortfall

Similarly, the *MGA* requires Council to adopt a Capital Budget for the year. The capital budget must include at a minimum:

- The amount needed to improve capital property
- The anticipated sources of funding to fund the capital expenditures

The adoption of the annual operating and capital budget should be presented in a manner to Council to ensure a clear understanding of the document and be specific as to the funding of the planned expenditures. Based on the foregoing Administration is seeking the necessary approvals to clearly detail the planned expenditures of the municipality and the sources for funding that will be utilized to pay for the planned expenditures. The recommendations in this report do not materially change the decisions of Council that occurred during budget deliberations but allow for greater clarity, meet the municipalities' legal obligations and provide the necessary approvals to meet our annual audit requirements.

Operating Budget Approval

Overall the Operating Budget needs to be restated so that it is balanced and the total revenues equal the total expenditures. The Operating Budget must also incorporate the revenues and expenditures that have been historical presented to Council as Non-TCA projects or initiatives. Specific contributions to/from reserves should be clearly noted in the approval document or detailed by Council resolution.

Author: Bill McKennan Reviewed by: _____ CAO: _____

Appendix I provides a summary of the total revenues (\$36,428,667) and total expenditures (\$36,428,667) Council has approved during the budget deliberations.

Appendix II provides the details of the individual projects included in the Non-TCA Projects Classification on Appendix I (new and carry-forwards). These Non-TCA Projects have a 2018 current budget of \$2,477,076 and funding various funding sources of totaling \$2,477,076.

These statements only reflect the original budget approvals and exclude Council approvals after the formal budget approval of April 25, 2018. Post budget approvals have reflected in the County's financial system. This cut-off is very important to support the County's Tax Rate By-law and establish a baseline for audit purposes.

Moving forward Administration will be amending the annual budget presentations to incorporate best practices and ensuring compliance with all legislative requirements. This will ensure a greater focus on program approval and transparency as to the financing of the various programs. That being said this report provides additional information related to a few areas of the operating budget namely: reserves contributions, reserve draws, the Basic Municipal Transportation Grant Program and unallocated revenue.

Reserve Contributions – Total \$1,661,181

Council at the various budget deliberation meetings discussed and approved specific contributions to County reserves. These discussions and approvals were generally based on Council policy related to reserve targets and the disposition of any operating surplus of the prior year. The total contributions were \$1,216,034 detailed as follows:

- a) Vehicle & Equipment Replacement & Emergency Services Reserve \$250,000
- b) Street Light Replacement Reserve \$250,000
- c) Vehicle & Equipment Reserve \$419,235
- d) General Operating Reserve \$148,400
- e) General Capital Reserve \$148,399
- f) General Capital Reserve \$445,147 – see Unallocated Revenue section below

Reserve Draws Total \$2,970,414

Council at the various budget deliberation meetings discussed and approved specific withdraws from County reserves. These discussions and approvals were based on Council approved service levels or approved projects being undertaken. The total reserve draws approved were \$2,970,414 detailed as follows:

- a) Funding Fire Pumper – Town of High Level \$245,000
- b) Funding Non-TCA Projects \$685,414
- c) Gravel Crushing \$2,025,000
- d) Field of Dreams Stampede Committee - \$15,000

Author: Bill McKennan Reviewed by: _____ CAO: _____

Basic Municipal Transportation Grant Program

A number of years ago the provincial government integrated the Basic Municipal Transportation Grant Program (BMTG) with the Municipal Sustainability Program (MSI). This funding is capital in nature and the County's auditors have been restating these funds in the prior year's financial statements of the County. The budget must be amended to conform to Generally Accepted Accounting Principles. The operating budget revenues must be reduced by the budgeted BMTG monies of \$608,694. Expenditures related to these funds in the amount of \$500,000 have also been removed from the operating budget. This funding will be used to finance future capital projects.

Unallocated Revenue

Once Council has approved the budgets a Tax Rate By-Law must be approved to establish the rates of taxation to be levied against assessable property within the County. Once the tax rate is set the billings of the properties occurs and any amendments are generally not practical or feasible. The next section on the Capital Budget Approvals will note that Council did approve the specific capital projects expenditures however the funding sources were not well defined. Based on the operating budget expenditure approvals the unallocated available funding for capital expenditures via the tax levy is \$445,147.

Administration is seeking a Council resolution to allocate these funds to the 2018 Capital Budget as a source of funding. The best practices in municipal budgeting and capital budget control would be to make a contribution to the County's capital reserve of \$445,147; these funds would then be reflected in individual capital projects as draws from the Capital Reserve.

Capital Budget Approval

Appendix III details the County's capital expenditures and funding requirements by project for 2018. The total capital expenditures total \$26,188,559 and the funding sources equal to the same amount are required to be identified. Three projects are conditional on grant funding or further approvals and are being reflected as such in the recommendations related to the Capital Budget in this report.

Administration has reviewed the projects and has been able to identify the funding sources for all the carry-forward projects and new some new 2018 projects based on Council motions or information from the project leads (i.e. sale of existing assets, prior grant approvals, etc.). The balance to be identified totals \$4,090,872. This can be reduced by the \$445,147 identified in the Operating Budget for a net funding allocation of \$3,645,725 being required.

All of the projects detailed in Appendix III have been approved by Council and a significant number are currently underway. Administration is recommending that the balance of the funding be allocated from available balances in the County's Reserves. Although Council will need to commit these additional funds, the actual expenditure of

Author: Bill McKennan **Reviewed by:** _____ **CAO:** _____

these funds will occur mainly in 2018 and 2019. The 2018 impact will be somewhat minimized based on a cash basis.

OPTIONS & BENEFITS:

This report summarizes the prior budget deliberations. Further options are not being presented in this report.

COSTS & SOURCE OF FUNDING:

This report reflects the adoption of the 2018 Operating and Capital budget.

The 2018 Tax Rate Bylaw has been predicated on this information, and this information was used for tax notices to ratepayers. The necessary funds to fund the reserve draws have been identified in the various Appendixes and funding is available in the indicated reserves.

SUSTAINABILITY PLAN:

This report ensures the fiscal plan for the municipality is approved within the framework required under the *Municipal Government Act*.

COMMUNICATION:

This information and data within this report will form the basis for the financial reporting and monitoring of the budget to Council related to the fiscal year.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Operating Budget in the amount of \$36,428,667 as detailed in Appendix I be approved.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Non-TCA Projects in the amount of \$2,477,076 and funding sources as detailed in Appendix II be approved.

Author: Bill McKennan Reviewed by: _____ CAO: _____

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Capital Budget Expenditures in the amount of \$18,103,559 and funding sources as detailed for Projects Numbers 1 to 107 in Appendix III be approved.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Capital Budget Expenditures in the amount of \$8,085,000 and funding sources for projects Number 108 to 110 in Appendix III be approved conditional on grant funding being confirmed.

Author: Bill McKennan **Reviewed by:** _____ **CAO:** _____

**APPENDIX I
2018 OPERATING BUDGET**

OPERATIONAL REVENUES

Property taxes	\$24,555,587
User fees and sales of goods	\$4,713,200
Grants & Government transfers	\$1,551,966
Investment income (operating)	\$500,000
Penalties and costs on taxes	\$1,300,000
Licenses, permits and fines	\$358,000
Rentals	\$125,500
Municipal reserve revenue	\$60,000
Other	\$294,000
Draws from Reserves	\$2,970,414

TOTAL OPERATING REVENUE:	<u>\$36,428,667</u>
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OPERATIONAL EXPENSES

Legislative	\$845,150
Administration	\$5,479,900
Protective services	\$1,567,950
Transportation	\$13,053,400
Water, sewer, solid waste disposal	\$3,308,850
Public health and welfare (FCSS)	\$814,850
Planning, development	\$1,364,700
Agriculture and veterinary	\$1,417,810
Recreation and culture	\$1,865,500
Non-TCA projects	\$2,477,076
Principle - Long term debt	\$1,926,300
Bad Debt	\$646,000
Contributions to reserves	\$1,661,181

TOTAL OPERATING EXPENSE:	<u>\$36,428,667</u>
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Excess (deficiency)	(\$0)
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MACKENZIE COUNTY
Non-TCA Projects 2018 INCLUDING CARRY FORWARDS

Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture	
(12) - Administration Department											
Wolf bounty (CF 2016)	51,520							51,520	GOR		
Caribou/industry Protection Strategy (CF 2016)	46,227							46,227	GOR		
Cumulative Effects Assessment Study (CF 2017)	269,426				200,000			69,426	GOR		
Information Technology Budget (2018)	48,000	-					48,000				
Building Maintenance Lifecycle Plan (2018)	28,000	-					28,000				
Building Appraisals (2018)	40,000	-					40,000				
FV - Asset Management (2018)	45,000	-			36,000		9,000				
ZA - FRIAA Firesmart Program (2018)	354,960	-			354,960						
Total department 12	883,133	-	-	-	590,960	-	125,000	167,173			-
(23) - Fire Department											
FV - Fire Dept Training Props (2018)	30,000	-				15,000	15,000				50/50 FVED
LC - Fire Dept Training Props (2018)	35,000	-					17,500				50/50 LCFD
Supplies for 2006 Ford Ambulance (2018)	-	-									
Total department 23	65,000	-	-	-	-	32,500	32,500	-	-		-
(26) - Enforcement											
Radar Lazer - Portable (2018)	4,200	-					4,200				
Total department 26	4,200	-	-	-	-	-	4,200	-	-		-
(32) - Public Works											
ZA - Aspen Drive Ditch Repair (CF 2016)	60,000							60,000	GOR		
LC & FV - Road Disposition - Survey Work (CF 2014)	41,359							41,359	GOR		
Assumption Hill Improvement (ditching) (CF 2014)	17,290							17,290	GOR		
Zama Road LOC (CF 2016)	100,000							100,000	GOR		
Rocky Lane Oil Dust Control (CF 2017)	125,000							125,000	GOR		
Oil Dust Control Willson Prairie Road (2018)	-	-									
Oil Dust Control Isaac Dycks Subdivision (2018)	-	-									
Total department 32	343,649	-	-	-	-	-	-	343,649			-
(33) - Airport											
Airport Master Plan (CF 2016)	66,496							66,496	GOR		
FV Airport Development (CF 2016)	9,169							9,169	GOR		
Total department 33	75,666	-	-	-	-	-	-	75,665			-
(41) - Water											
FV/HL Rural Comprehensive Water Study (CF 2017)	-										
LC - La Crete Future Water Supply Concept (2018)	200,000	-					200,000				
Water Diversion License Review	35,000							35,000	GOR		
Total department 41	235,000	-	-	-	-	-	200,000	35,000			-
(42) - Sewer											
LC - Future Utility Servicing Plan (2018)	85,000	-					85,000				
Total department 42	85,000	-	-	-	-	-	85,000	-	-		-

MACKENZIE COUNTY
Non-TCA Projects 2018 INCLUDING CARRY FORWARDS

Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes
			FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type	Debenture	
(43) - Solid Waste Disposal											
FV - Transfer Station Composting Program (CF 2015)	5,000							5,000	GOR		
LC - Transfer Station Composting Program (CF 2015)	5,000							5,000	GOR		
LC - Waste Packer Plan (CF 2015)	5,000							5,000	GOR		
Waste Bins 40 & 6 yd (2018)	20,000	-				8,000	12,000				Dispose of 20 waste bins
<i>Total department 43</i>	35,000	-	-	-	-	8,000	12,000	15,000	-	-	
(61) - Planning & Development Department											
Infrastructure Master Plans (CF 2016)	12,559							12,559	GOR		
Rural Addressing Signs (CF 2015)	-							-	GOR		Motion 18-05-355
Natural Disaster Mitigation Program (CF 2017)	105,000				90,000			15,000	GCR		
Municipal Census (2018)	120,000	-			25,000		95,000				REDI
MuniSight Software - GIS (2018)	98,000	-					98,000				
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	350,000	-			200,000		150,000				Alberta Partnership grant
<i>Total department 61</i>	685,559	-	-	-	315,000	-	343,000	27,559	-	-	
(63) - Agricultural Services Department											
Dell Tough Book and software (2018)	20,500	-					20,500				
Paint MARA Building (2018)	10,000	-					5,000	5,000	GOR		\$5,000 Originally in 2017 Operating
<i>Total department 63</i>	30,500	-	-	-	-	-	25,500	5,000			-
(71) - Recreation											
ZA - Hall Electrical Upgrades (CF 2015/2016)	7,414							7,414	RB-ZA		
FV - Facility Security Camera System (2018)	3,000	-					3,000				
LC - 2 Sets of Mini Nets & Portable Boards (2018)	8,500	-					8,500				
LC - 2 Heaters for Bleachers (2018)	6,500	-					6,500				
LC - Ice Rink Foam Dividers (CF 2017)	116							116	RR-LC		
LC - Sidewalk to Tennis Courts (CF 2017)	88							88	GTOO		
<i>Total department 71</i>	25,619	-	-	-	-	-	18,000	7,618	-	-	
(72) - Parks											
FV - Bridge Campsite - Clear Trees (CF 2016)	5,000							5,000	GOR		
Fire Pits & Picnic Tables (CF 2017)	1,250							1,250	GOR		
Wadlin Lake - Blocking for Dock (CF 2014)	2,500							2,500	GOR		
<i>Total department 72</i>	8,750	-	-	-	-	-	-	8,750	-	-	
TOTAL 2018 Non-TCA Projects	2,477,076	-	-	-	905,960	40,500	845,200	685,414	-	-	

The impact to the individual Reserve is as follows:

General Operating Reserve	\$662,796
General Capital Reserve	\$15,000
Recreation Board Zama Reserve	\$7,414
Recreation Reserve La Crete	\$116
Grants to Other Organizations Reserve	\$88

Total **\$685,414**

MACKENZIE COUNTY
TCA Projects 2018 INCLUDING CARRY FORWARDS

	Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes
				FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	

(12) - Administration Department

1	Signs with Flags for FV Office (CF 2015)	14,859							GCR	14,859		
2	Payroll Software (CF 2016)	4,163							GCR	4,163		
3	LC - Floor Washer (CF 2017)	8,360							GCR	8,360		
4	ZC - Admin Building Tree Planting (CF 2017)	13,884							GCR	13,884		
5	Land Purchase (South of High Level) (CF 2015)	13,000							GCR	13,000		
6	Information Technology Network Equipment (2018)	30,000	-	30,000								
7	FV Office HVAC Photocopy Room/Meeting Room 1/Council Chambers (2018)	30,000	30,000						GOR	30,000		
8	FV Cargo Trailer (2018)	12,000	12,000						V&E	12,000		
Total department 12		126,266	42,000	-	30,000	-	-	-	-	96,266	-	

(23) - Fire Department

9	FV - Training Facility (CF 2017)	11,350				10,000			GCR	1,350		Other Sources - Fort Vermilion Fire Dept 50/50
10	LC - Deck Gun (Tompkins) (2018)	15,000	-	15,000								
11	LC - Pison Intake Valve and Booster Reel (Tompkins) (2018)	18,500		8,600					V&E	9,900		Motion 18-03-243
12	LC - Wildland Skid (2018)	5,200	-	5,200								
13	LC - Install Generator Hook up (2018)	8,000	8,000						GOR	8,000		
14	LC - Fire Truck (2018)	500,000							V & E	500,000		
Total department 23		558,050	8,000	-	28,800	-	10,000	-	-	519,250	-	

MACKENZIE COUNTY

TCA Projects 2018 INCLUDING CARRY FORWARDS

	Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes	
				FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture		
(32) - Transportation Department													
15	New Road Infrastructure (CF)	255,478								RD	255,478		
16	LC - Engineering & Design for 113 Street and 109 Ave (CF 2015)	41,217								RD	41,217		
17	Gravel Reserve (CF 2014)	92,357								RD	92,357		
18	FV - 46 Ave Road Pave (CF 2017)	6,275								GCR	6,275		
19	LC - Teachers Loop Asphalt & Sidewalk (CF 2017)	404,903			254,475					RD/GCR	150,428		18-02-081 (80k RD, 70,428 GCR)
20	LC - Bridges to New Lands - Range Rd180 (CF 2017)	1,563,270			655,750	517,520						390,000	Other Grant Strategic Transportation Infrastructure Program
21	LC - Bridges to New Lands - Township Rd1020 (CF 2017)	950,636				533,500						417,136	Other Grant Strategic Transportation Infrastructure Program
22	Street Sweeper (2018)	335,000	-		310,000		25,000						Other Sources - Equipment Disposal Unit # 3206
23	AWD Grader x3 (2018)	1,488,261	377,298		532,863		578,100			V&E	377,298		Unit # 2137, # 2138, # 2139
24	FV - Tractor w/ Snowblower Attachment (2018)	256,500	-		195,500		61,000						Unit # 2415
25	FV - Skidsteer (2018)	51,000	-		26,000		25,000						Unit # 2326
26	LC - Tilt Trailer (2018)	11,000	11,000							V&E	11,000		
27	LC - Skidsteer (2018)	51,000	-		26,000		25,000						Unit # 2327
28	LC - Pick up Truck (2018)	42,000	-		27,000		15,000						Unit # 1045
29	ZA - Back Hoe (2018)	139,000	-		139,000								
30	ZA - Dump Trailer (2018)	12,000	12,000							V&E	12,000		
31	FV - Pressure Washer (2018)	17,000	16,500				500			GCR	16,500		
32	LC - Heated Oil Unit Setup/Storage (2018)	40,000	40,000							GCR	40,000		
33	FV - Overlay 45 Ave (2018)	80,000	-		80,000								
34	FV - Overlay 47 Street (Hospital Hill) (2018)	40,000	-		40,000								
35	FV - Rebuild Eagles Nest Road (2 miles) (2018)	800,000	183,874	616,126						RR	183,874		
36	FV - Crosswalk Lights (2018)	10,550	-		10,550								
37	FV - Fix Hill on Range Road 134 (2018)	13,000	-		13,000								
38	LC - Cross Walk Lights x2 (2018)	20,700	-		20,700								
39	LC - Chipseal North & South Access (2018)	275,000	-		275,000								
40	LC - Rebuild Golf Course Rd (1/2 mile) (2018)	205,000	205,000							RR	205,000		
41	LC - Rebuild Airport Road (2 miles) (2018)	800,000	800,000							GCR	800,000		
42	LC - Rebuild Blue Hills Road (2 miles) (2018)	800,000	800,000							GCR	800,000		
42	LC - Rebuild Range Road 180 N (2 miles) (2018)	800,000	800,000							GCR	800,000		
43	LC - Buffalo Head Tower Flood Mitigation (2018)	50,000	50,000							GOR	50,000		
44	LC - Oil Blumenort Road West (2018)	185,000	-		185,000								
45	LC - Overlay River Road (2018)	880,000	880,000							GCR	880,000		
46	FV - Shop Parking & Entrance Improvements (2018)	12,000	12,000							GCR	12,000		
47	LC - Various Overlays Hamlet of La Crete (2018)	250,000	250,000							RR	250,000		
48	LC - Thermoplastic Lines Hamlet of La Crete (2018)	48,000	48,000							RR	48,000		
49	LC - 1/2 mile Road South of Blue Hill Bridge (2018)	300,000	-							RR	300,000		Motion 18-02-082
Total department 32		10,526,147	3,685,672	616,126	2,790,838	1,051,020	729,600	-	-	-	4,531,427	807,136	
(33) - Airport													
50	FV - Parking Lot Drainage Improvements (CF 2017)	20,000								IC-AIR GCR	20,000		
Total department 33		20,000	-	-	-	-	-	-	-	-	20,000	-	
(41) - Water Treatment & Distribution Department													
51	LC - Well Number 4 (CF 2016)	900,095								RWTR/GCR	900,095		900,000 GCR 95 RWTR
52	ZA - Water Treatment Plant Upgrading (CF 2017)	834,615				662,128				RWTR	172,487		
53	FV - Frozen Water Services Repairs (River Road) (CF 2015)	138,268								RWTR	138,268		
54	LC - Waterline Bluehills (CF 2015)	833,250								RWTR	833,250		
55	LC - Rural Potable Water Infrastructure (CF 2015)	20,000								GCR	20,000		
56	FV - Storage Work (CF 2017)	3,192								GCR	3,192		
57	FV - Rural Water Supply North of the Peace River (2018)	420,000	-							GOR	420,000		\$20,000 from 2017 Non TCA Project - HL Rural Comprehensive Water Study, \$400,000
Total department 41		3,149,420	-	-	-	662,128	-	-	-	-	2,487,292	-	

MACKENZIE COUNTY

TCA Projects 2018 INCLUDING CARRY FORWARDS

	Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes	
				FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture		
(42) - Sewer Disposal Department													
58	ZA - Lift Station Upgrade (CF 2013-2017)	1,819,068				1,034,250				WTR/DR	784,818		585,606 DR, 199,212 WTR
59	FV - Main Lift Station Grinder (CF 2017)	10,244				10,244							
60	LC - Sanitary Sewer Expansion (CF 2016)	115,130	48,000							WTR SWR/GCR	115,130		\$67,130 WTR, \$48,000 GCR
61	LC - Main Lift Station Meter (2018)	50,000	-		50,000								
Total department 42		1,994,442	48,000	-	50,000	1,044,494	-	-	-	-	899,948	-	
(43) - Waste													
62	Build Up Berm - Blumenort WTS (CF 2017)	9,000								IC-WST	9,000		
Total department 43		9,000	-	-	-	-	-	-	-	-	9,000	-	
(61) - Planning & Development													
63	FV - Streetscape (CF 2017)	59,639								IC-DV/GCR	59,639		34,639 IC Development, 25,000 GCR
64	LC - Streetscape (CF 2017)	34,967								IC-DV/GCR	34,967		9,967 IC Development, 25,000 GCR
Total department 61		94,606	-	-	-	-	-	-	-	-	94,606	-	
(63) - Agriculture													
65	HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	77,808								DR	77,808		
66	LC - Buffalo Head/Steep Hill Water Management (Phase I) (CF 2014/2015)	474,794								DR	474,794		
Total department 63		552,602	-	-	-	-	-	-	-	-	552,602	-	
(71) - Recreation													
67	FV - Ball Diamonds (CF 2015)	2,250								RB-FV	2,250		
68	FV - Rodeo Grounds (CF 2016)	17,933								RB-FV	17,933		
69	FV - Skate Shack (CF 2015)	30,000								RB-FV	30,000		
70	ZA - Com. Hall: Property Full Landscaping (CF 2015)	2,302								RB-ZA	2,302		
71	FV - Ice Plant Repair (CF 2017)	51,846								RF-FV	51,846		
72	FV - Hall Reno (Kitchen) (CF 2017)	20,000								RB-FV	20,000		
73	FV - Bathroom Reno (CF 2017)	463								RB-FV	463		
74	LC - Fire Alarm (CF 2017)	6,000								RB-LC	6,000		
75	LC - Natural Gas, Hot Water Tank (big), 4 New Baseboards (CF 2017)	5,105								RB-LC	5,105		
76	LC - One Set of Lights for Outdoor Rink (CF 2017)	1,028								GOO	1,028		
77	LC - 2" Water Line to the Ball Diamonds (CF 2017)	750								GOO	750		
78	LC - 3 Windows Upstairs Overlooking the Ice (CF 2017)	4,000								GOO	4,000		
79	LC - Dressing Room Expansion including Gym/Weight Room (CF 2017)	190,243								GCR	190,243		
80	ZA - Water Repair in Furnace Room (CF 2017)	10,000								GOO	10,000		
81	ZA - Re-shingling Hall (CF 2017)	35,000								GOO	35,000		
82	ZA - Energy Efficiency Upgrade (CF 2017)	30,000								GOO	30,000		
83	FV - Boiler Condenser Heater (CF 2017)	3,250								RB-FV	3,250		
84	La Crete Arena Condenser Motor Purchase (CF 2017)	4,972								GOO	4,972		
85	FV - Arena Ice Surface Lighting Upgrade (2018)	20,000	20,000							GOR	20,000		
86	FV - Boiler Room Upgrades (2018)	45,000	45,000							GOR	45,000		
87	FV - Facility Door Upgrades (2018)	30,000	30,000							GOR	30,000		
88	LC - Blue Hills Skate Shack Repairs (2018)	20,000	20,000							GOR	20,000		
89	LC - Renovate Old Dressing Rooms (2018)	30,000	15,000				15,000			GOR	15,000		
90	LC - Floor Scrubber (2018)	7,000	7,000							GOR	7,000		
91	LC - Splash Park Electrical & Plumbing (2018)	18,000	18,000							GOR	18,000		
92	LC - Parking Lot Sturry & Lines (2018)	17,500	-			17,500							
Total department 71		602,642	155,000	-	17,500	-	15,000	-	-	-	570,142	-	

MACKENZIE COUNTY

TCA Projects 2018 INCLUDING CARRY FORWARDS

	Project Description	2018 BUDGET	County Cost	External Funding				Internal Funding				Notes
				FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	
(72) - Parks & Playgrounds Department												
93	Bridge Campground - Survey & Improvements (CF 2014)	43,627							RP/GCR	43,627		18,627 Recreation & Parks, 25,000 GCR
94	FV - D.A. Thomas Park - Retaining Wall (CF 2016)	15,445							RP/GCR	15,445		5,445 Recreation & Parks, 10,000 GCR
95	Wadlin Lake - Grounds Improvements (CF 2016-2017)	11,851							RP	11,851		
96	Improvements to Provincial Park - Bridge Campground (CF 2017)	43,998				29,964			IC-REC	14,034		
97	Hutch Lake Cabins - Playground (CF 2017)	4,640							MR	4,640		
98	Hutch Lake Campground Improvements (CF 2017)	75,186							IC-REC/MR	75,186		12,186 IC- Recreation & Parks, 63,000 Municipal Reserve
99	Hutch Lake Dock Blocks (CF 2017)	10,000							IC-REC	10,000		
100	LC - Slide & Swings Big Back Yard (CF 2017)	2,987							MR	2,987		
101	Machesis Lake - Dock Blocks (CF 2017)	10,025							RP	10,025		
102	FV - Processor / Splitter (2018)	33,200	33,200						V&E	33,200		
103	LC - Zero Turn Mower (2018)	15,200	-		15,200							Donate Unit #3010 to La Crete Recreation Board
104	3/4 ton pickup (2018)	45,000	-		43,500		1,500					Unit #1646
105	FV - Parks Storage Shed (2018)	27,500	-		27,500							
106	FV - Hutch Lake Cabin Expansion (2018)	114,000	114,000						GOR	114,000		
107	FV - Wadlin Lake Land Purchase (2018)	17,725	-						GOR/GCR	17,725		\$15,000 transfer from 2017 Non TCA Project - Wadlin Lake Land Purchase- Motion 18-04-316
Total department 72		470,384	147,200	-	86,200	29,964	1,500	-	-	352,720	-	
TOTAL 2018 Capital Projects		18,103,559	4,085,872	616,126	3,003,338	2,787,606	756,100	-	-	10,133,253	807,136	
2018 Capital Projects - Conditional on Grant Funding												
108	ZA - Sewage Forcemain (2018)	1,085,000	-		542,500	542,500						- contingent on grant funding
109	FV - Rebuild Rocky Lane Road (2018)	1,000,000	5,000			500,000	495,000		RR	5,000		contingent on grant funding
110	ZC - Access Pave (PH V) (CF 2014)	6,000,000				3,000,000					3,000,000	contingent on grant funding
		8,085,000	5,000	-	542,500	4,042,500	495,000	-	-	5,000	3,000,000	
TOTAL 2018 Capital Projects		26,188,559	4,090,872	616,126	3,545,838	6,830,106	1,251,100	-	-	10,138,253	3,807,136	

The draws from reserves are comprised of the \$4,090,872 not allocated in the 2018 Approved Budget and the \$6,047,381 that reflect Carry Forwards and prior Council approvals by Motion for a total of \$10,138,253.

The impact to the individual Reserve is as follows:

General Operating Reserve	\$792,000
General Capital Reserve	\$3,929,979
Vehicle & Equipment Reserve	\$955,398
Road Reserve	\$1,460,926
Water & Sewer Reserve	\$266,342
Rural Water Reserve	\$1,144,100
Incomplete Capital - Airport	\$20,000
Surface Water Management Reserve	\$1,138,208
Incomplete Capital - Waste	\$9,000
Recreation Board - Fort Vermilion	\$73,896
Incomplete Capital - Development	\$44,606
Recreation Board - Zama	\$2,302
Recreation Board - La Crete	\$11,105
Grants to Other Organizations	\$85,750
RF - Fort Vermilion	\$51,846
Recreation & Parks	\$45,948
Incomplete Capital - Recreation & Parks	\$36,220
Municipal Reserve	\$70,627

Total \$10,138,253



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Bill McKennan, Director of Finance
Title:	Review Fire Service Fees

BACKGROUND / PROPOSAL:

At the June 14th Finance Committee meeting, the following motion was passed;

MOTION FC-18-06-082 That Bylaw 1092-18 Fee Schedule be brought to Council for discussion in regards to Fire charges.

CARRIED

The request was made in regards to what classifies as residential for the maximum of \$5,000 per incident under the notes section for "Other Incidents" (page 32).

Administration has attached all the Fire Services Fees within the current Fee Schedule Bylaw for review (page 31-33).

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Author: J Batt **Reviewed by:** B McKennan **CAO:** _____

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the review of fire service fees be received for information.

Author: J Batt **Review Date:** _____ **CAO** _____

FIRE SERVICES FEES

Provincial Roadways Incidents

Alberta Transportation Policy #TCE-DC-501 states that Alberta Transportation is to be invoiced for recovery of services according to the rates set in the policy.

Item	Amount
<i>Response fees including man power:</i>	
Pumper Unit	As per AT Policy #TCE-DC-501
Ladder Unit (Aerial)	As per AT Policy #TCE-DC-501
Tanker Unit	As per AT Policy #TCE-DC-501
Rescue Unit	As per AT Policy #TCE-DC-501
Command Unit	As per AT Policy #TCE-DC-501
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

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Sprinkler Trailer	\$400.00 per day
Command Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates
<i>Manpower Fee:</i>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour

FIRE SERVICES FEES CONT'D

Other Incidents:

Item	Amount
<i><u>Response Fees including Driver:</u></i>	
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
Shoring Equipment	\$200.00 per day
Great Wall Grain Rescue Equipment	\$200.00 per day
Sprinkler Trailer	\$400.00 per day
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<i><u>Manpower Fee:</u></i>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 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

FIRE SERVICES FEES CONT'D

Other Fees

Item	Amount
Violation Ticket*– 1 st Offence	\$250.00
Violation Ticket* – 2 st and Subsequent Offences	\$500.00
Filling of Air Cylinders (breathing air)	\$25.00
Small cylinder (30 min)	\$100.00
Cascade cylinder	
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	\$50.00 per hour to a maximum of \$400.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

**As specified in the 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.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	David Fehr, Director of Operations
Title:	Bylaw 1112-18 Fee Schedule Bylaw

BACKGROUND / PROPOSAL:

Administration has reviewed the Fee Schedule Bylaw with respect to the Airport Fees.

It is important to understand that raising fees too high will push airport users away. Also, the costs of implementing certain fees would likely make them revenue neutral, due to the increased equipment and/or staff time it would take to collect the fees. However, it is important to have the users pay a fair price for the services the County provides at the airport.

Proposed amendments are attached.

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

Costs will be limited to advertising/signage, and will be minimal. Funding will come from the current operating budget.

SUSTAINABILITY PLAN:

Goal E1 states the region’s transportation system... provides an economically efficient access to business and industrial markets outside the County boundaries.

Author: S Wheeler **Reviewed by:** B Peters **CAO:** _____

Goals E11 and E12 refer to several aspects, including ensuring affordable air passenger service, and to promote additional air service providers to operate in the County.

COMMUNICATION:

Any changes to airport fees will be communicated to airport users. This may be done through site signage, social media or letters, depending on the fees that are changed.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1112-18 being the Fee Schedule Bylaw for Mackenzie County.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1112-18 being the Fee Schedule Bylaw for Mackenzie County.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1112-18 being the Fee Schedule Bylaw for Mackenzie County at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1112-18 being the Fee Schedule Bylaw for Mackenzie County.

Author: S Wheeler Reviewed by: B. Peters CAO: _____

BYLAW NO. 1092-18 1112-18

**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	\$0.30/sheet	Applicable
Laminating (up to 11 x 17")	\$10.00 per page	Applicable
Tax Certificates	\$30.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$30.00/per request	Applicable
Compliance Certificates	\$60.00	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	\$30.00 \$105.00	Applicable
County Ownership Map Booklet –Laminated Individual Pages - Laminated	\$75.00 \$10.00	Applicable
Hamlet Maps Not laminated Laminated	\$10.00 \$45.00	Applicable

ADMINISTRATION CONT'D

Item	Amount	GST
Aerial Photos & Customized Prints Size 8.5" x 11" to 11" x 17"	\$5.00 – Black & White \$10.00 – Color	Applicable
Aerial Photos & Customized Prints Size over 11" x 17" up to 30" x 41.5"	\$60.00 – Black & White \$115.00 – Color	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$300.00/day \$150.00/half-day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

AGRICULTURE

Item	Amount	GST
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
Shelterbelt Trees	Actual Cost plus 5% Administration Fee	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)		
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

HAWKERS AND PEDDLERS LICENSE

Item	Amount	GST
Fees:		
Application Processing Fee	\$200.00	N/A
Operational Fee – Per Day	\$30.00	N/A
Penalties:		
First Offense	\$250.00	N/A
Second Offense	\$500.00	N/A
Third & Subsequent Offenses	\$1,000.00	N/A
Failure to Report Operational Days	Invoice for total operational business days in a year	N/A

DEVELOPMENT

Item	Amount	GST
Area Structure Plan	\$30.00 Hard Copy	Applicable
Municipal Development Plan	\$60.00 Hard Copy	Applicable
Land Use Bylaw	\$60.00 Hard Copy	Applicable
General Municipal Standards Manual	\$60.00 Hard Copy	Applicable
File Search	\$60.00	Applicable
Written Zoning Confirmation Request	\$30.00 Per Lot	Applicable
Compliance Request – Residential	\$60.00 Per Lot	Applicable
Compliance Request – Commercial/Industrial	\$85.00 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	\$2,300.00	N/A
Area Structure Plan Amendment	\$2,300.00	N/A
Land Use Bylaw Amendment	\$805.00	N/A
Land Use Bylaw Rezoning	\$460.00	N/A
Road Closure Bylaw	\$460.00	N/A
Bylaw Amendment Advertising & Notification Cost	Invoice According to Cost + 5% Administration Fee	Applicable
Development Permit - Other than Commercial or Industrial – Permitted Use	\$60.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use with Variance	\$105.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use	\$105.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use with Variance	\$105.00	N/A
Development Permit – Commercial and Industrial – Permitted Use	\$115.00	N/A

DEVELOPMENT CONT'D

Item	Amount	GST
Development Permit – Commercial and Industrial – Permitted Use with Variance	\$175.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use	\$175.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use with Variance	\$175.00	N/A
Development Permit after Legal Counsel Intervention	Permit Cost Plus Legal Fee Cost	NA
Development Permit Time Extension	\$60.00	N/A
Development Prior to Development Permit Issuance	1 st Offence - \$290.00 Fine 2 nd Offence - \$575.00 Fine 3 rd Offence - \$1,150.00 Fine	N/A
Subdivision and Development Appeal	\$290.00	N/A
Subdivision Revision/Re-Advertising Fee	\$290.00	N/A
Subdivision Time Extension (Single Lot)	\$290.00	N/A
Subdivision Time Extension (Multi-Lot)	\$575.00	N/A
Subdivision or Boundary Adjustment Application	\$805 plus \$230/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) (Does not include installation)	\$80.00	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'D

ELECTRICAL PERMIT FEES

RESIDENTIAL INSTALLATIONS (New Single Family Dwellings, Additions and Farm Buildings)		
Square footage of area to be wired	HOMEOWNER	CONTRACTOR
Up to 1200	\$218.50	\$184.00
1201 to 1500	\$287.50	\$218.50
1501 to 2000	\$327.75	\$276.00
2001 to 2500	\$362.25	\$299.00
2501 to 3000	\$391.00	\$322.00
3001 to 3500	\$419.75	\$345.00
3501 to 4000	\$437.00	\$368.00
4001 to 5000	\$460.00	\$402.50

\$0.10 per square foot over 5000

DESCRIPTION	HOMEOWNER	CONTRACTOR
Mobile/Modular Home Connection only	\$115.00	\$86.25
Temporary and Underground Services (125 amps or less)	\$115.00	\$86.25

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

OTHER THAN NEW NON-RESIDENTIAL AND RENOVATION		
INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$0 – 300	\$99.19	\$86.25
\$301 – 500	\$112.42	\$97.75
\$501 – 1,000	\$125.64	\$109.25
\$1,001 – 1500	\$140.59	\$120.75
\$1,501 – 2,000	\$152.09	\$132.25
\$2,001 – 2,500	\$158.70	\$138.00
\$2,501 – 3,000	\$165.32	\$143.75
\$3,001 – 3,500	\$171.93	\$149.50

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$3,501 – 4,000	\$178.54	\$155.25
\$4,001 – 4,500	\$190.44	\$165.60
\$4,501 – 5,000	\$195.73	\$170.20
\$5,001 – 5,500	\$210.28	\$182.85
\$5,501 – 6,000	\$220.86	\$192.05
\$6,001 – 6,500	\$228.80	\$198.95
\$6,501 – 7,000	\$238.05	\$207.00
\$7,001 – 7,500	\$248.63	\$216.20
\$7,501 – 8,000	\$257.89	\$224.25
\$8,001 – 8,500	\$267.15	\$232.30
\$8,501 – 9,000	\$276.41	\$240.35
\$9,001 – 9,500	\$286.99	\$249.55
\$9,501 – 10,000	\$296.24	\$257.60
\$10,001 – 11,000	\$304.18	\$264.50
\$11,001 – 12,000	\$314.76	\$273.70
\$12,001 – 13,000	\$324.02	\$281.75
\$13,001 – 14,000	\$334.60	\$290.95
\$14,001 – 15,000	\$342.53	\$297.85
\$15,001 – 16,000	\$350.47	\$304.75
\$16,001 – 17,000	\$362.37	\$315.10
\$17,001 – 18,000	\$372.95	\$324.30
\$18,001 – 19,000	\$380.88	\$331.20
\$19,001 – 20,000	\$390.14	\$339.25
\$20,001 – 21,000		\$348.45
\$21,001 – 22,000		\$350.75
\$22,001 – 23,000		\$359.95
\$23,001 – 24,000		\$368.00
\$24,001 – 25,000		\$377.20

Homeowner Price = %15 > Contractor Price

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$25,001 – 26,000		\$384.10
\$26,001 – 27,000		\$393.30
\$27,001 – 28,000		\$401.35
\$28,001 – 29,000		\$410.55
\$29,001 – 30,000		\$417.45
\$30,001 – 31,000		\$424.35
\$31,001 – 32,000		\$430.10
\$32,001 – 33,000		\$437.00
\$33,001 – 34,000		\$445.05
\$34,001 – 35,000		\$450.80
\$35,001 – 36,000		\$457.70
\$36,001 – 37,000		\$463.45
\$37,001 – 38,000		\$470.35
\$38,001 – 39,000		\$477.25
\$39,001 – 40,000		\$483.00
\$40,001 – 41,000		\$491.05
\$41,001 – 42,000		\$496.80
\$42,001 – 43,000		\$503.70
\$43,001 – 44,000		\$510.60
\$44,001 – 45,000		\$516.35
\$45,001 – 46,000		\$523.25
\$46,001 – 47,000		\$529.00
\$47,001 – 48,000		\$537.05
\$48,001 – 49,000		\$543.95
\$49,001 – 50,000		\$549.70
\$50,001 – 60,000		\$608.35
\$61,001 – 70,000		\$675.05
\$70,001 – 80,000		\$740.60

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$80,001 – 90,000		\$807.30
\$90,001 – 100,000		\$872.85
\$100,001 – 110,000		\$906.20
\$110,001 – 120,000		\$954.50
\$120,001 – 130,000		\$1,005.10
\$130,001 – 140,000		\$1,054.55
\$140,001 – 150,000		\$1,104.00
\$150,001 – 160,000		\$1,153.45
\$160,001 – 170,000		\$1,204.05
\$170,001 – 180,000		\$1,252.35
\$180,001 – 190,000		\$1,302.95
\$190,001 – 200,000		\$1,351.25
\$200,001 – 210,000		\$1,385.75
\$210,001 – 220,000		\$1,451.30
\$220,001 – 230,000		\$1,500.75
\$230,001 – 240,000		\$1,550.20
\$240,001 – 250,000		\$1,600.80
\$250,001 – 300,000		\$1,748.00
\$300,001 – 350,000		\$1,913.60
\$350,001 – 400,000		\$2,079.20
\$400,001 – 450,000		\$2,244.80
\$450,001 – 500,000		\$2,409.25
\$500,001 – 550,000		\$2,574.85
\$550,001 – 600,000		\$2,740.45
\$600,001 – 650,000		\$2,906.05
\$650,001 – 700,000		\$3,070.50
\$700,001 – 750,000		\$3,236.10
\$750,001 – 800,000		\$3,401.70

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$800,001 – 850,000		\$3,567.30
\$850,001 – 900,000		\$3,731.75
\$900,001 – 950,000		\$3,897.35
\$950,001 – 1,000,000		\$4,062.95

Homeowner Fee = %15 > Contractor Fee

* 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	\$345.00
101 to 2,500	\$345.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$759.00 plus \$12.00 per 100 KVA over 2,500 KVA
5,001 to 10,000	\$1,104.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,621.50 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$2,311.50 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'D

GAS PERMIT FEES

RESIDENTIAL INSTALLATIONS, INCLUDING MOBILE HOMES AND FARM BUILDINGS		
Number of Outlets	HOMEOWNER	CONTRACTOR
1	\$97.75	\$86.25
2	\$120.75	\$97.75
3	\$143.75	\$120.75
4	\$179.40	\$149.50
5	\$224.25	\$187.45
6	\$247.25	\$205.85
7	\$269.10	\$224.25
8	\$289.80	\$241.50
9	\$313.95	\$262.20
10	\$336.95	\$280.60
11	\$350.75	\$292.10
12	\$365.70	\$304.75
13	\$379.50	\$316.25
14	\$395.60	\$330.05
15	\$409.40	\$341.55
16	\$426.65	\$355.35
17	\$440.45	\$366.85
18	\$455.40	\$379.50
19	\$469.20	\$391.00
20	\$485.30	\$404.80
Add \$15.00 per outlet over 20		

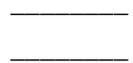
* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

GAS PERMIT FEES - RESIDENTIAL

RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	\$103.50	\$86.25
Additional Propane Tanks	\$15.00/tank	\$15.00/per tank
Temporary Heat	\$115.00	\$86.25

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



SAFETY CODES FEES CONT'D

GAS PERMIT FEES - NON-RESIDENTIAL		
NON-RESIDENTIAL INSTALLATIONS		
BTU Input	HOMEOWNER	CONTRACTOR
0-100,000	Contractor Required	\$86.25
100,001-110,000	Contractor Required	\$97.75
110,001-120,000	Contractor Required	\$109.25
120,001-130,000	Contractor Required	\$143.75
130,001-140,000	Contractor Required	\$155.25
140,001-150,000	Contractor Required	\$166.75
150,001-170,000	Contractor Required	\$172.50
170,001-190,000	Contractor Required	\$178.25
190,001-210,000	Contractor Required	\$184.00
210,001-230,000	Contractor Required	\$189.75
230,001-250,000	Contractor Required	\$195.50
250,001-300,000	Contractor Required	\$201.25
300,001-350,000	Contractor Required	\$207.00
350,001-400,000	Contractor Required	\$218.50
400,001-450,000	Contractor Required	\$224.25
450,001-500,000	Contractor Required	\$230.00
500,001-550,000	Contractor Required	\$235.75
550,001-600,000	Contractor Required	\$241.50
600,001-650,000	Contractor Required	\$253.00
650,001-700,000	Contractor Required	\$264.50
700,001-750,000	Contractor Required	\$276.00
750,001-800,000	Contractor Required	\$287.50
800,001-850,000	Contractor Required	\$299.00
850,001-900,000	Contractor Required	\$310.50
900,001-950,000	Contractor Required	\$322.00
950,001-1,000,000	Contractor Required	\$333.50
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'D

GAS PERMIT FEES - NON-RESIDENTIAL

NON-RESIDENTIAL INSTALLATIONS		
TEMPORARY HEAT		
BTU Input	OWNER	CONTRACTOR
0 to 250,000	Contractor Required	\$86.25
250,001 to 500,000	Contractor Required	\$143.75
Over 500,000	Contractor Required	\$143.75 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	\$92.00
400,001 to 1,000,000	Contractor Required	\$172.50
Over 1,000,000	Contractor Required	\$172.50 plus \$5.00 per 100,000 BTU (or portion thereof) over 1,000,000 BTU

NON- RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	Contractor Required	\$86.25
Additional Propane Tanks	Contractor Required	\$15.00/per tank
Gas/Propane Cylinder Refill Center	Contractor Required	\$172.50

Grain Dryer	\$287.50	\$287.50
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SAFETY CODES FEES CONT'D

PLUMBING PERMIT FEES

RESIDENTIAL INSTALLATIONS AND FARM BUILDINGS		
Number of Fixtures	HOMEOWNER	CONTRACTOR
1	\$97.75	See contractor fees
2	\$109.25	See contractor fees
3	\$120.75	See contractor fees
4	\$132.25	See contractor fees
5	\$143.75	See contractor fees
6	\$155.25	See contractor fees
7	\$161.00	See contractor fees
8	\$171.35	See contractor fees
9	\$188.60	See contractor fees
10	\$202.40	See contractor fees
11	\$213.90	See contractor fees
12	\$224.25	See contractor fees
13	\$234.60	See contractor fees
14	\$247.25	See contractor fees
15	\$257.60	See contractor fees
16	\$269.10	See contractor fees
17	\$281.75	See contractor fees
18	\$289.80	See contractor fees
19	\$302.45	See contractor fees
20	\$313.95	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'D

PLUMBING PERMIT FEES

Number of Fixtures	CONTRACTOR
1	\$86.25
2	\$97.75
3	\$103.50
4	\$109.25
5	\$120.75
6	\$126.50
7	\$132.25
8	\$142.60
9	\$157.55
10	\$169.05
11	\$178.25
12	\$187.45
13	\$195.50
14	\$205.85
15	\$215.05
16	\$224.25
17	\$234.60
18	\$241.50
19	\$251.85
20	\$262.20
21	\$269.10
22	\$278.30
23	\$285.20
24	\$292.10
25	\$301.30

Number of Fixtures	CONTRACTOR
26	\$308.20
27	\$315.10
28	\$324.30
29	\$331.20
30	\$338.10
31	\$347.30
32	\$355.35
33	\$361.10
34	\$370.30
35	\$378.35
36	\$385.25
37	\$393.30
38	\$401.35
39	\$410.35
40	\$416.30
41	\$424.35
42	\$433.55
43	\$439.30
44	\$447.35
45	\$456.55
46	\$462.30
47	\$470.35
48	\$479.55
49	\$485.30
50	\$493.35

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

PLUMBING PERMIT FEES

Number of Fixtures	CONTRACTOR	Number of Fixtures	CONTRACTOR
51	\$500.25	76	\$655.50
52	\$506.00	77	\$660.10
53	\$511.75	78	\$667.00
54	\$517.50	79	\$675.05
55	\$525.55	80	\$680.80
56	\$532.45	81	\$683.10
57	\$537.05	82	\$686.55
58	\$543.95	83	\$688.85
59	\$549.70	84	\$692.30
60	\$556.60	85	\$694.60
61	\$561.20	86	\$699.20
62	\$568.10	87	\$701.50
63	\$575.00	88	\$704.95
64	\$580.75	89	\$709.55
65	\$586.50	90	\$710.70
66	\$592.25	91	\$713.00
67	\$600.30	92	\$716.45
68	\$606.05	93	\$721.05
69	\$611.80	94	\$723.35
70	\$617.55	95	\$726.80
71	\$624.45	96	\$730.25
72	\$631.35	97	\$733.70
73	\$635.95	98	\$734.85
74	\$642.85	99	\$738.30
75	\$648.60	100	\$741.75
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'D

PRIVATE SEWAGE TREATMENT SYSTEMS

DESCRIPTION OF WORK	HOMEOWNER	CONTRACTOR
Holding Tanks	\$200.00	\$200.00
Fields, Mounds, Sand Filters, Treatment Tanks, Open Discharges, etc.	\$375.00	\$350.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

PSDS must not be covered until inspection, if not it will be dug up at owner/contractors cost.

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
Consultative Services	\$75.00
Emergency Services	\$125.00
Enforcement Services	No charge
Investigation Services	\$125.00
Public Works Complaints	No charge

SAFETY CODES FEES CONT'D

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 additional Inspection Services.

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 by the contracted Safety Codes Agency. The County will advise residents that these services are available from the contracted agency, and that they are also free to hire other private firms to complete their required inspections.

- Wood Stove Inspections,
- Progress Payment Inspections (Bank Inspections),
- Insurance Inspections,
- Electrical Equipment Approvals

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
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 Snowplowing Indicator Sign	\$15.00	Applicable
Winter Maintenance Snowplowing Service	\$30.00 /up to 1/4 mile (400m)	Applicable
Senior/Handicapped Winter Snowplowing Indicator Sign	\$15.00	Applicable
Senior/Handicapped Snowplow Service (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	\$750.00/200 linear meters per application	Applicable
Dust Control for Seniors	\$50.00	Applicable
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 • Golf Course Road (High Level) • Heliport 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
Sewer Line Camera	\$300.00 per hour plus Labour Cost (minimum charge \$600.00)	Applicable
Sanding Unit & Tandem Truck	\$200.00/hour plus Cost of Product (minimum charge 1 hr)	Applicable
Labour	\$40.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
75 HP Tractor Mower 15'	\$75.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
Snow Removal within Road Right-of-Ways (Policy PW004)	100% of Alberta Roadbuilders Rates	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) (no power)	\$250.00 \$500.00 annually (no power) \$75.00 monthly (>5 consecutive days)	Applicable
Aircraft & Vehicle Parking (power)	\$5.00 per day (power) (provided own power cord)	Applicable
Parking Area Maintenance	\$50.00 per occasion, grass trimming	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)	\$10.00
Pickup truck (full load)	\$20.00
Single axle larger than 1 ton	\$60.00
Trailers shorter than 8'	\$20.00
Trailers 8' - 20'	\$60.00
Trailers over 20'	\$100.00
Untarped loads <u>penalty</u> for commercial, construction, industrial and/or institutional material	\$100.00
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.

SOLID WASTE CONT'D

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
Machesis Lake Equine Campground					
\$5/horse	\$20 plus \$5 per horse	\$120 plus \$5 per horse	N/A	N/A	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	Monthly: 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

PARKS CONT'D

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

PARKS CONT'D

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

TRAFFIC REGULATIONS CONT'D

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

Alberta Transportation Policy #TCE-DC-501 states that Alberta Transportation is to be invoiced for recovery of services according to the rates set in the policy.

Item	Amount
<u>Response fees including man power:</u>	
Pumper Unit	As per AT Policy #TCE-DC-501
Ladder Unit (Aerial)	As per AT Policy #TCE-DC-501
Tanker Unit	As per AT Policy #TCE-DC-501
Rescue Unit	As per AT Policy #TCE-DC-501
Command Unit	As per AT Policy #TCE-DC-501
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

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Sprinkler Trailer	\$400.00 per day
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

FIRE SERVICES FEES CONT'D

Other Incidents:

Item	Amount
<i><u>Response Fees including Driver:</u></i>	
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
Shoring Equipment	\$200.00 per day
Great Wall Grain Rescue Equipment	\$200.00 per day
Sprinkler Trailer	\$400.00 per day
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<i><u>Manpower Fee:</u></i>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 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 th Call	\$300.00

FIRE SERVICES FEES CONT'D

Other Fees

Item	Amount
Violation Ticket*– 1 st Offence	\$250.00
Violation Ticket* – 2 st and Subsequent Offences	\$500.00
Filling of Air Cylinders (breathing air)	
Small cylinder (30 min)	\$25.00
Cascade cylinder	\$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	\$50.00 per hour to a maximum of \$400.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

**As specified in the 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
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		

DOG CONTROL FEES CONT'D

Fees & Penalties	General	Dogs	Dangerous Dogs
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
Failure to harness of leash a dangerous dog properly penalty			\$500.00

DOG CONTROL FEES CONT'D

Fees & Penalties	General	Dogs	Dangerous Dogs
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 Standard 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.

Rural Potable Water Line Rates – Tie-in Directly to the Trunk Line

CLASS A

Water/Sewer Standard Rates*:

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.18 per m ³ of consumption	\$0.73 per m ³ of water consumption

*Class A applies to those that paid the fee in full for rural water tie-in directly to the trunk line** either through a lump sum payment of \$8,000 or by paying the phased rate.*

CLASS B

Water/Sewer Standard Rates* **PLUS** \$133.34 per month *(the phased rate for a maximum five-year period per tie-in):*

Rate Description	Water Rates	Sewer Rates	Phased Rate
Rates for Metered Users	\$37.04/month plus \$3.18 per m ³ of consumption	\$0.73 per m ³ of water consumption	\$133.34 per month

*Class B applies to those that have not yet paid the fee for rural water tie-in directly to the trunk line***

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

*Monthly sewer rate of \$31.52 does not apply to customers that are not connected to the sewer collection system

**Fee for rural water tie-in directly to the trunk line does not include the actual costs of service installation to the property line, a metering chamber and a meter, which must be paid prior to tie-in

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	\$50.00 plus \$200.00 Deposit
Deposit for connection of utilities – required for new renters	\$200.00
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	\$200.00 for residential \$500.00 for commercial
Replacement card for Cardlock cards	\$25.00

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

Description	Fee Amount
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"	\$440.00
3/4" Residential	\$490.00
3/4" Commercial	\$530.00
1"	\$570.00
1 1/2" and 2"	\$1,890.00
4"	\$2,900.00
6"	\$4,700.00

* 15% administrative fee is included in all meter costs.

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

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	\$5,000.00
Failing to provide grease, oil & sand traps & maintain catch basins	\$2,000.00
Interfering/Tampering with Municipal Utility	\$5,000.00
Operation or use of Municipal Utility without authorization	\$500.00
Failing to allow County staff or agent to enter premises	\$500.00
Failing to maintain water or sewer system	\$200.00
Failure to use proper material	\$500.00
Description	Penalty
Failure to install sewer backflow preventer	\$300.00
Failure to install cross connection control device	\$1,000.00
Failure to execute proper tapping or backfilling	\$500.00
Covering a water or sewer system prior to inspection	\$500.00
Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$1,000.00
Failure to report broken seal to County	\$100.00
Obstruction of Fire Hydrants/Valves	\$500.00
Illegal disposal of water	\$3,000.00
Illegal disposal in sewer or storm drainage system	\$5,000.00
Bringing 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 ~~1068-17~~ 1092-18 Fee Schedule.

In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramouncy.

READ a first time this _____ day of _____, 2018.

READ a second time this _____ day of _____, 2018.

READ a third time and finally passed this _____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	David Fehr, Director of Operations
Title:	Road Rebuild Projects in Rocky Lane Area

BACKGROUND / PROPOSAL:

Council approved 'Rebuild Eagles Nest Road (2 miles) for \$800,000' as a Capital Project for 2018. Due to inclement weather and unforeseen circumstances administration is asking to review options for this project.

At the July 25, 2018 Council meeting the following motion was made:

MOTION 18-07-499

MOVED by Councillor Sarapuk

That the road rebuild projects in the Rocky Lane area be completed by day labour.

CARRIED

OPTIONS & BENEFITS:

Option 1:

Carry forward the project to 2019, to be completed by day labour as per motion 18-07-499.

Option 2:

Carry forward the project to 2019, to be tendered.

Option 3:

Endeavour to complete the project in 2018 as per motion 18-07-499.

Author: S Wheeler **Reviewed by:** D Fehr **CAO:** B Peters

COSTS & SOURCE OF FUNDING:

This is an approved capital project within the 2018 budget. No additional costs are anticipated at this time.

SUSTAINABILITY PLAN:

The Sustainability Plan refers to transportation, and infrastructure maintenance, in many places, but only at a higher level.

COMMUNICATION:

Council direction will be communicated to contractors through the appropriate channels.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For Discussion.

Author: S Wheeler Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Don Roberts, Zama Site Manager
Title:	Hutch Lake FireSmart Forest Resource Improvement Association of Alberta (FRIAA Grant

BACKGROUND / PROPOSAL:

FireSmart is a project of Partners in Protection Canada, a not for profit organization that promotes living with and managing for wildfires on our landscape. A FireSmart community is one that is designed, built and maintained to minimize the effects of wildland fires burning in adjacent forest or brush.

FireSmart uses seven disciplines to help address the threat of wildfire:

EDUCATION – they have developed various educational materials on structure and area hazard assessment, also guides on landscaping and protecting our communities. These are available through brochures, videos, tutorials, courses and community education events.

VEGETATION MANAGEMENT – this is the removal of fuel from an area through thinning and pruning, removing volatile trees, replanting fire resistant species, the construction of fire breaks and general cleanup.

LEGISLATION & PLANNING – this helps us foresee problems so that they can be resolved, or at least minimize the expected land use conflicts or incompatibilities. Minimizing fire risk is a land use planning issue as our developments spread into surrounding wildland.

DEVELOPMENT CONSIDERATIONS – development standards help manage the wildfire reality by reducing the flammability of structures.

INTER AGENCY COOPERATION – forging strong partnerships to cooperate on activities such as developing a FireSmart committee, coordinating reviews of new developments and committing to mutual aid fire control agreements.

Author: K Hiltz **Reviewed by:** D. Roberts **CAO:** _____

CROSS TRAINING – a cross disciplinary training system to develop specialized interface firefighting skills within existing fire organizations, structural and wildland fire fighters.

EMERGENCY PLANNING – Creating common procedures that can be implemented such as the Incident Command Centre to respond to multi-jurisdictional and multi-agency fires.

In July of 2017 Mackenzie County applied for a grant through FRIAA (Forest Resource Improvement Association of Alberta) a FireSmart program that provided funds for Mackenzie County to engage a contractor to perform a Mitigation Study of the Hutch Lake and area. (Emergency Planning)

A wildfire mitigation plan was developed that identified potential risks of wild fire to the residents and provide recommendations to minimize the threat.

This grant was awarded to Mackenzie County in December 2017 and the Mitigation Strategy was completed in May of 2018.

The Mitigation strategy recommends the development of containment lines northwest and south east of the residences (Fire Guard). As well as thinning and pruning the conifers to FireSmart standards and removing down and dead woody debris in approved areas (refer to map)

Mackenzie County would like to apply for another FRIAA FireSmart grant in order to act on the recommendations outlined in the Mitigation Strategy.

With the future development of the Hutch Lake area, it is important that council is aware of the recommended actions and provide feedback prior to administration applying for grant funding.

The due date for the FRIAA grant application is September 24, 2018.

Note: To date FRIAA and FireSmart grant funding awarded to Mackenzie County since 2006 - \$1,314,055.00

OPTIONS & BENEFITS:

Grant funding would be used to provide better protection from possible wildfires for residents of Hutch Lake.

Funds would be used :

Option 1 – To produce a fireguard north west of the cabins

Option 2 – To produce a fireguard south east of the cabins.

Option 3 – To proceed with vegetation management (pruning and thinning) in the areas recommended in the mitigation strategy.

Author: _____ Reviewed by: _____ CAO: _____

FRIAA funds can only be used on municipal and crown lands and not on private properties.

Vegetation management on municipal/crown lands encourages private residents and land owners to initiate their own FireSmart practices.

COSTS & SOURCE OF FUNDING:

FRIAA FireSmart Program Grant

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Council Meetings, CAO Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration submit an application for the FRIAA (Forest Resource Improvement Association of Alberta) FireSmart grant for the purpose of addressing the recommended actions (Option 1 – 3) outlined in the Mitigation Study of the Hutch Lake and Area.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 11, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Action List
- Correspondence – RCMP (Retirement Notice)
- Correspondence – Alberta Municipal Affairs (2018 Municipal Census Submission)
- Correspondence – Alberta Recreation & Parks (Greener Facilities Conference)
- Correspondence – Alberta Agriculture & Forestry (Response to Fire Permits)
- Correspondence – Alberta Municipal Affairs (Confirmation of Submission of MSI Funding)
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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: _____

Mackenzie County Action List as of August 29, 2018

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Len	Expression of Interest Submitted
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been processed.
August 9, 2016 Regular Council Meeting			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
August 24, 2016 Regular Council Meeting			
16-08-656	That administration draft an endeavor to assist policy for lateral water lines.	Fred Bill	Presented to COW 2018-04-24. Next presentation to COW 2018-08-28

Motion	Action Required	Action By	Status
November 23, 2016 Regular Council Meeting			
16-11-868	That Mackenzie County initiate discussions with First Nations with the intention of creating a Memorandum of Understanding for a communication protocol between Mackenzie County and our First Nation neighbours.	Doug	Working on establishing relationships that will inform the communication protocol.
December 13, 2016 Regular Council Meeting			
16-12-913	That administration change equipment values as determined and to engage in an appraisal for buildings over \$100,000 as per amended list in 2017.	Doug	Contract Awarded. Completion 2018-10-31
January 9, 2017 Regular Council Meeting			
17-01-011	That the request to alter fire invoicing process with the Town of High Level be discussed at the 2018 review of the Regional Service Sharing Agreement.	Len	RSSA Review.
February 14, 2017 Regular Council Meeting			
17-02-113	That third reading of Bylaw 1050-16 being a Land Use Bylaw Amendment to rezone part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1" to accommodate the development of residential lots be TABLED until the area structure plan and servicing requirements have been reviewed for the area.	Byron	Developers are not actively pursuing, however they have not withdrawn their application. <i>(Bylaw will expire January 9, 2019 if not passed)</i>
March 14, 2017 Regular Council Meeting			
17-03-192	That administration apply for federal grant funding for the following projects: <ul style="list-style-type: none"> • Blue Hills Waterline • Waterline north of the Peace River 	Fred	Expressions of Interest submitted.
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron Bill	In progress.
June 13, 2017 Regular Council Meeting			
17-06-439	That administration look at options for a future fire hall in the Hamlet of Fort Vermilion, outside of the downtown core.	Byron Doug	Long term discussion for 5 year plan. Proposed locations being assessed.
June 28, 2017 Council Meeting			
17-06-445	That administration be directed to enter into an agreement with CanWest Air for the lease of a new terminal at the Fort Vermilion airport, with the terms and conditions as discussed.	Byron	<i>On hold until airport fees have been reviewed</i>
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			

Motion	Action Required	Action By	Status
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Ongoing.
October 30, 2017 Council Meeting			
17-10-824	That weed notices be issued on public lands starting in the 2018 year.	Grant	Letter has been drafted to the Minister. <i>Met with AER 2018-07-27</i>
November 7, 2017 Council Meeting			
17-11-828	That Bylaw 1083-17 being the organizational and procedural bylaw for Mackenzie County be brought back to include additional information on delegations and public hearings.	Carol	October 2018
November 29, 2017 Council Meeting			
17-11-872	That administration investigate the status of the companies with uncollectable Education Property Taxes on oil and gas properties and verify the write-offs versus allowances.	Bill	In progress. Waiting for legal clarification.
December 11, 2017 Budget Council Meeting			
17-12-897	That administration review the need for the changes/additions to the Fort Vermilion Shop and consider the need for a new fire hall in Fort Vermilion and investigate other building options.	Doug	2019 Budget Discussion
January 24, 2018 Council Meeting			
18-01-066	That administration research existing information relating to the extension of Highway 58 from Garden River through to Peace Point and bring back to Council.	Len	In progress.
February 13, 2018 Council Meeting			
18-02-108	That Mackenzie County support the increased awareness of the diseased risk bison/caribou monitoring and that the signage/advertising request be brought back for further information.	Byron Don	RFD to Council 2018-09-11
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.	Doug Finance	Funding transfer complete. MSI Funding as per Motion 18-06-483
April 25, 2018 Council Meeting			

Motion	Action Required	Action By	Status
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	Application submitted.
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	Survey in progress.
18-04-330	That the application to purchase Wadlin Lake leased land be suspended and that an application be made for a 25 year lease on the land.	Doug	In progress.
May 8, 2018 Council Meeting			
18-05-357	That administration forward an information package to the Little Red River Cree Nation regarding the County's lobbying efforts for Fox Lake court services.	Carol Len	In progress.
May 23, 2018 Council Meeting			
18-05-377	That a letter be sent to Alberta Environment & Parks regarding the Hay-Zama Wood Bison reporting system and that the information for the 2018-19 hunting season be shared on the County's social media.	Len	Letter on hold as hunt was suspended for 2018-19 season.
18-05-378	That Tax Roll 084425 (Rainbow Lake Campground Association) be waived for 2017 and 2018 taxes and penalties and that administration bring forward options for tax exemption.	Finance	Exemption application forwarded to RLCA.
18-05-379	That administration research different taxation/assessment options/incentives for developers and bring back to Committee of the Whole for review and discussion.	Finance Byron	COW 2018-08-28
18-05-384	That the Northwest Species at Risk Committee financial information be received for information and that administration work with the Town of High Level administration to review finances to date.	Bill Byron	In progress
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG. Deadline for AMWWP is November 2018.
June 12, 2018 Council Meeting			
18-06-411	That administration move forward to investigate options for Plan 5999CL and report back to Council.	Byron	In progress
18-06-412	That administration bring forward a list of exempted properties, including grants in lieu, annually.	Finance	Fall 2018
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace	Dave	In progress

Motion	Action Required	Action By	Status
	River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.		
18-06-433	That administration bring back snow removal options along River Road in the Hamlet of Fort Vermilion.	Dave	RFD 2018-09-11
June 27, 2018 Council Meeting			
18-06-471	That the operating costs for the proposed La Crete Wellness Centre be brought back for review prior to passing the Borrowing Bylaw.	Doug	In progress
18-06-472	That Mackenzie County apply to the Investing in Canada Grant Program for the La Crete Wellness Centre and that the County commit to funding up to a maximum of \$5M with funding by means of a borrowing bylaw, subject to approval of grant funding.	Doug	Application submitted.
18-06-476	That administration bring back the Purchasing Authority Directive and Tendering Process Policy to a future council meeting with recommendations to change the COR/SECOR requirements.	Doug	In progress
18-06-483	That the 2018 Capital budget be amended for the following projects with funding coming from the Municipal Sustainability Initiative (MSI) funding: <ul style="list-style-type: none"> 1. Fire Truck and equipment - \$528,000 2. Graders (3) - \$910,161 3. River Road Overlay - \$880,000 	Finance	In progress
July 25, 2018 Council Meeting			
18-07-530	That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.	Doug	In progress
18-07-532	That payment be provided to the Town of Rainbow Lake in the amount of \$5,000.00 for fine revenue generated by the Rainbow Lake Peace Officer with funding coming from the General Operating Reserve.	Doug Bill	In progress
18-07-535	That Tax Roll 192370 be exempt from local improvement tax Bylaw 1104-18 in the amount of \$1,381.21.	Bill	Send letter to Brighter Futures Society.
18-07-538	That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.	Bill Carol	Fall 2018
18-07-540	That the chip seal project be carried forward to 2019.	Dave	
18-07-542	That the Road Closure Bylaw Application Fee be refunded to the applicant of Bylaw 1107-18.	Byron	In progress
August 14, 2018 Council Meeting			

Motion	Action Required	Action By	Status
18-08-563	That the Blue Hills Site 2 – Bridge Culvert Installation, Road Construction and Other Work contract be awarded to the lowest bidder while staying within budget.	Dave	In progress
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	
18-08-573	That second reading be given to Bylaw 1109-18 being a Land Use Bylaw Amendment to add regulation to Section 8 and to add regulation to Section 9.34, Section 9.16.9 and to correct typographical errors found in Section 9.17.3, Section 9.19.3 and to add tarp shelters as a permitted use in the Agricultural (A) and Forestry (F) zoning districts.	Byron	3 rd reading with proposed changes required.
18-08-574	That the appeal period for Development Permit 120-DP-18 be extended to August 21, 2018.	Byron	Appeal Received. Hearing scheduled for 2018-09-06
18-08-578	That the budget be amended to include \$4,200 for half of the startup costs of the Blue Hills Satellite Library with funding coming from the General Operating.	Bill	
18-08-581	That a letter of support be sent to the Minister of Health, Alberta Health Services and the True North Health Advisory Council advocating for additional physician resources to our region and the review of financial compensation for Rural Remote Northern doctors.	Len	In progress
18-08-586	That the budget be amended to include an additional \$20,000 for the repair of light poles in the Hamlet of La Crete, with funding coming from the Street Light Replacement Reserve.	Bill	
18-08-587	That first reading be given to Bylaw 1111-18 being a Land Use Bylaw Amendment for a Zoning Overlay to add Shop-Farm as a permitted use and to increase the amount of animal units on NW 29-106-15-W5M, subject to public hearing input.	Byron	Public Hearing scheduled for 2018-09-11
18-08-588	That road allowance policies be referred to the Land Stewardship Committee for review and bring back recommendations to council.	Byron Dave	In progress
18-08-589	That the budget be amended to include \$30,000 to conduct an Irrigation District Feasibility Study, with funding coming from the General Operating Reserve.	Bill	
18-08-591	That administration review options for the La Crete Boat Launch and bring it back for the next meeting.	Dave	2018-09-11 Review with AEP
18-08-592	That the letter from Maarten Braat regarding shelterbelts be forwarded to the Land Stewardship Committee.	Byron	

Motion	Action Required	Action By	Status
August 29, 2018 Council Meeting			
18-08-607	That the new setbacks for Fort Vermilion River Road be forwarded to the Municipal Planning Commission for further review and recommendation.	Byron	
18-08-608	That the Council conferences be presented at the Organizational Meeting for further discussion.	Carol	2018-10-23
18-08-610	That the relevant information relating to the extension of Highway 58 from Garden River through to Peace Point be made available to Council electronically.	Carol	In progress. Review FOIP in regards to release of information to other organizations, etc.
18-08-620	That a delegation be sent to meet with the Minister of Municipal Affairs to lobby on behalf of the Buttertown residents who are currently homeless, and the status of the Disaster Recovery application for the Peace River Flood/Ice Jam.	Len Carol	Meeting request sent 2018-08-31
18-08-621	That administration submit a Disaster Recovery Program application for the Ponton River Wildfire.	Bill Doug	
18-08-623	That administration prepare and submit a river search and rescue access plan to the Department of Fisheries and Oceans for the Peace River between the La Crete Ferry Campground and the D.A. Thomas Park.	Doug	
18-08-624	That the 2018 municipal census forms be submitted to Alberta Municipal Affairs.	Carol	Completed
18-08-625	That the budget be amended to include an additional \$22,500 for the Municipal Census project with funds coming from the General Operating Reserve.	Bill	
18-08-632	That S/Sgt. Brad Giles and S/Sgt. Bill Mooney from the RCMP be invited to attend a council meeting to discuss enhanced policing and clerical support.	Carol	Meeting request sent 2018-08-31

Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer
"K" Division

Commandant
de la division "K"

August 20, 2018

Reeve Peter Braun
Office of the Reeve
MD of Mackenzie
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Reeve Braun,

On July 16th, I formally announced my retirement from the Royal Canadian Mounted Police effective September 8, 2018. After completing 32 years of service, I am proud to serve my last days as the Commanding Officer of "K" Division. At this time, there are processes underway to identify my successor and I am confident a new Commanding Officer will be named shortly after my departure. More information about the incoming Commanding Officer will be provided as it becomes available.

Since taking the helm last year, "K" Division has worked closely with all levels of government to reduce rural crime across our province. By employing innovation and proven crime reduction techniques, I can assure you we are well on our way to further reducing crime in the province and creating a safer environment for all. The funding we received from the Government of Alberta to bolster our crime reduction efforts continues to pay dividends, and the initiatives we have instituted will serve Albertans well into the future.

Our relationships with our community partners, be it at a local, municipal or provincial level, are vital to our success. Our employees are committed to the communities in which they live and serve, and I know they will continue to work hand-in-hand with their local partners and stakeholders to ensure a high level of service.

Throughout this time of transition, the Division will continue to focus on providing the very best policing services to all Albertans – no matter where they live. With a solid leadership team in place at the Detachment, District and Headquarters levels, I am confident your community will feel no impact from the upcoming change.

It has been my honour to lead "K" Division for the last 16 months. I am extremely grateful for your support and partnership, and wish you all the best for a safe and prosperous future.

Yours truly,

T. G. (Todd) Shean, M.O.M.
Deputy Commissioner
Commanding Officer "K" Division

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445





Mackenzie County

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

August 29, 2018

The Honourable Shaye Anderson
Minister of Municipal Affairs
132 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6

Dear Minister:

RE: 2018 MUNICIPAL CENSUS

Mackenzie County conducted a municipal census and hereby attach a completed and signed Municipal Census Form – Schedule 4.

The Ministry is welcome to review our census documents and our quality assurance records at your convenience.

We look forward to your response. If you have any questions please feel free to contact our Chief Administrative Officer, Len Racher, at (780) 927-3718.

Sincerely,

Peter F. Braun
Reeve

Encl.

c: Mackenzie County Council
Len Racher, Chief Administrative Officer

Municipal Authority Mackenzie County, Province of Alberta.

Municipal Census Date April 18, 2018

I, Byron Peters, Deputy CAO (Acting), of
Name of Person taking Oath

4511-46 Avenue, Box 640, Fort Vermilion, AB T0H 1N0, appointed designated officer for
Municipal Office Address

Mackenzie County solemnly swear/affirm
Name of Municipality

THAT I am the designated officer of the municipality of Mackenzie County.
Name of Municipality

THAT the date chosen as the municipal census date for the municipality was the 18 day of April, 2018.

THAT a municipal census enumeration completed on the 30 day of June, 2018 discloses that the total number of individuals whose usual residence is in this municipality is 12,512
Total Usual Resident Population

THAT the Municipal Census Field Report attached below is accurate and complete to the best of my knowledge.

SWORN (AFFIRMED) before me

at the Hamlet of Fort Vermilion
in the Province of Alberta

this 29 day of August, 2018

Louise Aloon
Signature of Commissioner for Oaths

[Signature]
Signature of Designated Officer



Municipal Census Field Report

Total count of usual residents	12,512
Total count of private dwellings	3,775
Total number of non-contacted dwellings	0
Total number of refusals	0

Private dwelling refers to a separate set of living quarters with a private entrance either from outside or from a common hall, lobby, vestibule or stairway inside the building. The entrance to the dwelling must be one that can be used without passing through the living quarters of someone else.
Non-contacted dwelling is where a census worker has not been able to make contact with a member of the household and believes that the dwelling was occupied by usual residents on census day.
Refusal is when a household refuses to participate in a census.

August 29, 2018

Reeve Braun and Council
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0



Dear Reeve Braun and all members of Council,

On behalf of the Alberta Recreation & Parks Association (ARPA) we wish to invite you and your colleagues to attend the 2nd Annual Greener Facilities Conference and Expo presented by the Alberta Recreation and Parks Association on November 14 -15, 2018 at the Edmonton Inn and Conference Centre.

In most municipalities the cost of operating facilities is a significant cost and has an impact on fees and taxes. The mandate of this event is to provide councils and their administrators with the following:

- ✓ Examples from speakers addressing specific opportunities and challenges associated with energy efficiency and a reduced ecological footprint;
- ✓ Innovative new technology products and services demonstrated by companies and consultants at the tradeshow expo, helping facilities deliver on their environmental and efficiency goals;
- ✓ Best practices sharing through sessions and networking with other like-minded sector decision makers and practitioners;
- ✓ Real-life solutions from municipalities and organizations who have already moved to energy efficient methods; and
- ✓ Information on grants, funding and cost-saving.

I want to highlight a few of our keynote speakers:

- ❖ *Property Assessed Clean Energy (PACE) Program - Justin Smith, Energy Efficiency Alberta* - This session will overview the legislation that allows municipalities to establish programs that will make it more affordable for Albertans to upgrade their properties (commercial, residential and agricultural) without having to put money down.
- ❖ *Les Quinton (Town of Black Diamond)* - This session will highlight key considerations in cost effective and greener decision making and planning.

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- ❖ *Blatchford* - This session will focus on the green infrastructure and renewable energy that is being incorporated into the subdivision. Living, working and learning in a sustainable community that uses 100% renewable energy, is carbon neutral, significantly reduces its ecological footprint, and empowers residents to pursue sustainable lifestyle choices.

Program sessions, registration and accommodation information can be found at <https://arpaonline.ca/events/greener-facilities-conference-expo/>

We look forward to see you there.

Yours sincerely,



Susan Laurin
President



ALBERTA
AGRICULTURE AND FORESTRY

*Office of the Minister
MLA, Whitecourt-Ste. Anne*

AUG 30 2018

Mr. Peter Braun
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, AB, T0H 1N0

Dear Mr. Braun:

Thank you for your August 16, 2018, letter regarding the requirement for fire permits in October in the High Level Forest Area. I understand that your municipality and local Agriculture and Forestry staff have had ongoing discussions on this matter. Due to a combination of factors—such as the risk of wildfire and the benefits of fire permits—Agriculture and Forestry cannot support your request to waive the permit requirement in October.

Fire hazard can extend late into October, and non-permitted burning can have a higher risk of escaping and endangering people, property, and other values. Permits for debris burning within the Forest Protection Area are issued for burning during periods of low wildfire hazard. Agriculture and Forestry staff visit each permit site to provide information and advice on safe burning practices. Staff also encourage landowners to manage their burning to reduce disposal time and smoke. Burning under permitted conditions during the fire season reduces the risk of holdover and escaped fires.

Landowners are responsible for burning safely within and outside of the fire season. During the fire season, debris piles must be clean and have appropriate fireguards in order for Agriculture and Forestry to consider issuing a permit. For landowners who burn during the winter and do not extinguish the fires prior to the start of the fire season, fines and penalties may be issued.

Agriculture and Forestry is continuing to work with FPIinnovations to study the safety and effectiveness of conducting burning during the summer months when the risk of smoke issues is much lower. In the meantime, department staff will continue to work with your municipality and landowners to address debris disposal timing and options on private lands.

Thank you again for your interest in debris disposal in the High Level Forest Area.

Sincerely,

Oneil Carlier
Minister

cc: Debbie Jabbour, MLA, Peace River
Terry Jessiman, Manager, High Level Forest Area
Patrick Loewen, Director of Wildfire Prevention





Grants and Education
Property Tax Branch
15th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Telephone 780-422-7125

AR94860

October 20, 2018

Mr. Lenard Racher, Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion Alberta T0H 1N0

Dear Mr. Racher:

Thank you for submitting the Municipal Sustainability Initiative (MSI) – 2017 Conditional Operating Funding Statement of Funding and Expenditures (SFE).

This letter confirms that the municipality's certified SFE report has been submitted as required. We have reviewed your report and are satisfied that it meets the reporting requirements of the MSI Memorandum of Agreement. All reported expenditures have been accepted by the Minister.

Based on the reported amounts, your municipality does not have a funding carry-forward at the end of 2017.

In addition, the funding agreements state that you agree to allow the Minister and/or his agents, including but not limited to, the Auditor General of Alberta, and representatives of the Province of Alberta, access to the project site, any engineering drawings or documents; any books of accounts relating to funding, earnings, and expenditures claimed under this agreement; and any other such expenditure related documents as deemed necessary by the Minister in performing an audit of the projects undertaken under this agreement. All expenditure related documents shall be kept for a minimum of three years.

If you have any questions, please contact a grant advisor by dialing 310-0000 toll-free, then 780-422-7125.

Sincerely,

Susan McFarlane
Director, Grant Program Delivery

