

# MACKENZIE COUNTY

REGULAR COUNCIL MEETING

MARCH 11, 2014

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



# STRATEGIC PRIORITIES CHART

## COUNCIL PRIORITIES (Council/CAO)

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

## OPERATIONAL STRATEGIES (CAO/Staff)

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, March 11, 2014  
10:00 a.m.**

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

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the February 26, 2014 Regular Council Meeting	7
<b>DELEGATIONS:</b>	4.	a) Sharon Wurtz, Health Promotion Facilitator, Alberta Health Services – 1:30 p.m.	17
		b) Wendy Schneider, Green Hectares – 2:00 p.m.	35
		c) Tom Hoffman, Tolko – 2:30 p.m.	
<b>GENERAL REPORTS:</b>	5.	a) CAO Report	45
		b)	
<b>TENDERS:</b>	6.	a) None	
<b>PUBLIC HEARINGS:</b>		Public hearings are scheduled for 1:00 p.m.	
	7.	a) Bylaw 931-14 Land Use Bylaw Amendment to Rezone Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97 <sup>th</sup> Ave, 10802 & 9704-108 <sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” (La Crete)	55

		b)	Bylaw 932-14 Land Use Bylaw Technical Change to add "Building Demolition or Removal"	63
		c)	Bylaw 933-14 Land Use Bylaw Amendment to Rezone Part of NE 31-109-18-W5M from Agriculture "A" to Rural General Industrial 2 "RI2" (High Level Rural East)	93
<b>COMMUNITY SERVICES:</b>	8.	a)		
		b)		
<b>ENVIRONMENTAL SERVICES:</b>	9.	a)		
		b)		
<b>OPERATIONS:</b>	10.	a)	Road Use Permitting	105
		b)		
		c)		
<b>PLANNING &amp; DEVELOPMENT:</b>	11.	a)	Bylaw 939-14 Land Use Bylaw Amendment to Rezone Part of Plan FVS, Range 2, RL 8 from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and Recreational District 2 "REC2" (Fort Vermilion)	115
		b)	Bylaw 940-14 being a Closure of Plan 102 6365, Block 38, Lot 63PUL for the Purpose of Sale and Consolidation (La Crete)	127
		c)	Bylaw 942-14 Land Use Bylaw Amendment to Add Self- Storage as a Discretionary Use	137
		d)	Bylaw 944-14 Amendment to the Inter-municipal Development Plan with the Town of High Level	153
		e)	Policy DEV005 Municipal Reserve Policy	159
		f)	Utility Rights-of-Way (ROWs) in Hamlet Residential Districts	165
		g)		

		h)		
<b>CORPORATE SERVICES:</b>	12.	a)		
		b)		
<b>ADMINISTRATION:</b>	13.	a)	Bylaw 943-14 Establishment of an Agricultural Appeal Board	169
		b)	Letter of Support – First Nations Municipal Community Infrastructure Partnership Program	179
		c)	2014 Ratepayer Meetings	183
		d)		
		e)		
		f)		
<b>INFORMATION / CORRESPONDENCE:</b>	14.	a)	Information/Correspondence	185
<b>IN CAMERA SESSION:</b>	15.	a)	Legal	
		b)	Labour	
		c)	Land	
<b>NOTICE OF MOTION:</b>	16.		Notices of Motion	
<b>NEXT MEETING DATES:</b>	17.	a)	Regular Council Meeting Wednesday, March 26, 2014 10:00 a.m. Fort Vermilion Council Chambers	
<b>ADJOURNMENT:</b>	18.	a)	Adjournment	





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the February 26, 2014 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the February 26, 2014 Regular Council meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Approved council minutes are posted on the County website.

### **RECOMMENDED ACTION:**

That the minutes of the February 26, 2014 Regular Council meeting be adopted as presented.

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, February 26, 2014  
10:00 a.m.**

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

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor (left at 11:53 a.m.)
Ricky Paul	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
John Klassen	Director of Environmental Services
Ron Pelensky	Director of Community Services & Operations
Byron Peters	Director of Planning & Development
Carol Gabriel	Manager of Legislative & Support Services

**ALSO PRESENT:** Media

Minutes of the Regular Council meeting for Mackenzie County held on February 26, 2014 in the Fort Vermilion Council Chambers.

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

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

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

**MOTION 14-02-099 MOVED** by Councillor Braun

That the agenda be approved with the following additions:

13. b) Insurance Reciprocal Exchange Annual General Meetings

13. c) Move item 15. a) Municipal Government Board –

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



Requisition Dispute between Town of High Level and Mackenzie Housing Management Board out of the in-camera session

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the February 11, 2014 Regular Council Meeting**

**MOTION 14-02-100**

**MOVED** by Deputy Reeve Sarapuk

That the minutes of the February 11, 2014 Regular Council meeting be adopted as presented.

**CARRIED**

**GENERAL REPORTS:**

**5. a) None**

**COMMUNITY  
SERVICES:**

**8. a) Caretaking Services Contract - Buffalo Head Prairie Solid Waste Transfer Station Request for Proposal**

**MOTION 14-02-101**

**MOVED** by Councillor Jorgensen

That the Buffalo Head Prairie Waste Transfer Station contract be awarded to the lowest qualified proposal.

**CARRIED**

**ENVIRONMENTAL  
SERVICES:**

**9. a) None**

**OPERATIONS:**

**10. a) 2014 Motor Grader Purchase Tender**

**MOTION 14-02-102**

**MOVED** by Councillor Knelsen

That the 2014 Motor Grader Purchase tender be awarded to Finning (CAT) based on overall cost analysis and operational benefits to Mackenzie County.

**CARRIED**

**10. b) 2014 Local Gravel Crushing and Stockpiling Tender**

**MOTION 14-02-103**

**MOVED** by Councillor Wardley

That the 2014 Local Gravel Crushing and Stockpiling tender for

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

Fitler Pit, North Vermilion Pit, and the West La Crete pit be awarded to the lowest qualified tender, subject to budget amendment.

**CARRIED**

**MOTION 14-02-104**

Requires 2/3

**MOVED** by Councillor Driedger

That the 2014 budget be amended to include an additional \$146,610 for the local gravel crushing and stockpiling project with funding coming from the transfer of the following 2014 Operating budgets to the 2014 Operating Pit Budget:

- \$100,000 from Spot Gravel Budget
- \$46,610 from Gravel Placement Budget

**CARRIED**

**10. c) 2014 Road Bans**

**MOTION 14-02-105**

**MOVED** by Councillor Derksen

That administration monitor the condition of the County roads and apply a 75% road ban (without permit possibilities) on roads where necessary.

**CARRIED**

**MOTION 14-02-106**

**MOVED** by Councillor Wardley

That administration bring forward to the next Council meeting a 2014 permitting structure and fees for road bans.

**CARRIED**

Reeve Neufeld recessed the meeting at 10:51 a.m. and reconvened the meeting at 11:07 a.m.

**PLANNING &  
DEVELOPMENT:**

**11. a) None**

**CORPORATE  
SERVICES:**

**12. a) Bylaw 938-14 Borrowing for Operating Expenses  
Bylaw (Three-Year Gravel Crushing Program)**

**MOTION 14-02-107**

Requires 2/3

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 938-14 being the

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

Borrowing for Operating Expenses Bylaw (Three-Year Gravel Crushing Program) as AMENDED.

**CARRIED**

**MOTION 14-02-108**

Requires 2/3

**MOVED** by Councillor Braun

That second reading be given to Bylaw 938-14 being the Borrowing for Operating Expenses Bylaw (Three-Year Gravel Crushing Program).

**CARRIED**

**MOTION 14-02-109**

Requires Unanimous

**MOVED** by Councillor Driedger

That consideration be given to proceed to third reading of Bylaw 938-14 being the Borrowing for Operating Expenses Bylaw (Three-Year Gravel Crushing Program) at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 14-02-110**

Requires 2/3

**MOVED** by Councillor Jorgensen

That third reading be given to Bylaw 938-14 being the Borrowing for Operating Expenses Bylaw (Three-Year Gravel Crushing Program).

**CARRIED**

**ADMINISTRATION:**

**13. a) Deh Cho Travel Connection – Council Representative**

**MOTION 14-02-111**

**MOVED** by Councillor Wardley

That Councillor Braun be appointed to the Deh Cho Travel Connection.

**CARRIED**

**13. b) Insurance Reciprocal Exchange Annual General Meeting (Addition)**

**MOTION 14-02-112**

Requires Unanimous

**MOVED** by Councillor Derksen

That the Chair of the Finance Committee be appointed to act as proxy at the Annual General Meeting of the Jubilee and

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

Genesis Reciprocal Insurance Exchange.

**CARRIED UNANIMOUSLY**

**13. c) Municipal Government Board – Requisition Dispute  
between Town of High Level and Mackenzie  
Housing Management Board**

**MOTION 14-02-113**                      **MOVED** by Councillor Jorgensen

That the Municipal Government Board requisition dispute between Town of High Level and Mackenzie Housing Management Board update be received for information.

**CARRIED**

**MOTION 14-02-114**                      **MOVED** by Councillor Wardley

That a letter be sent to the Mackenzie Housing Management Board requesting that, should the decision be made in favor of the Mackenzie Housing Management Board, all legal and associated costs from the Municipal Government Board requisition dispute between Town of High Level and Mackenzie Housing Management Board not be added to Mackenzie County's requisition.

**MOTION 14-02-115**                      **MOVED** by Councillor Jorgensen

That Motion 14-12-114 be TABLED to the March 11, 2014 Council meeting.

**CARRIED**

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

**MOTION 14-02-116**                      **MOVED** by Councillor Wardley

That the County participate in the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ) permitting system.

**CARRIED**

**MOTION 14-02-117**                      **MOVED** by Councillor Jorgensen

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

That the Natural Resources Conservation Board (NRCB) be invited to attend a council meeting for a presentation on the Agricultural Operation Practices Act and its associated regulations, NRCB application and compliance processes.

**CARRIED**

**MOTION 14-02-118**

**MOVED** by Councillor Wardley

That Tolko, Ainsworth, and the La Crete Sawmills be invited to present their business plans to Council.

**CARRIED**

**MOTION 14-02-119**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**IN-CAMERA SESSION:**

**MOTION 14-02-120**

**MOVED** by Councillor Jorgensen

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 11:44 a.m.

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

**CARRIED**

Councillor Knelsen left the meeting at 11:53 a.m.

Reeve Neufeld recessed the meeting at 12:12 p.m. and reconvened the meeting at 12:59 p.m.

**MOTION 14-02-121**

**MOVED** by Councillor Wardley

That Council move out of camera at 12:59 p.m.

**CARRIED**

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\_\_\_\_\_

**DELEGATIONS:**

**4. a) S/Sgt. Jeff Simpson, Fort Vermilion RCMP**

S/Sgt. Jeff Simpson from the Fort Vermilion RCMP was present for a general discussion regarding policing.

**PUBLIC HEARINGS:**

**7. a) Bylaw 929-14 Land Use Bylaw Amendment to Rezone Part of NW 12-104-16W5M from Agricultural District "A" to Rural General Industrial District "R12"**

Reeve Neufeld called the public hearing for Bylaw 929-14 to order at 1:05 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 929-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on January 14, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 929-14. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 929-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 929-14 at 1:07 p.m.

**MOTION 14-02-122**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 929-14 being a Land Use Bylaw Amendment to rezone Part of NW 12-104-16-W5M from Agricultural District "A" to Rural General Industrial District "R12".

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**CARRIED**

**MOTION 14-02-123**

**MOVED** by Councillor Derksen

That third reading be given to Bylaw 929-14 being a Land Use Bylaw Amendment to rezone Part of NW 12-104-16-W5M from Agricultural District "A" to Rural General Industrial District "RI2".

**CARRIED**

**MOTION 14-02-124**

**MOVED** by Councillor Driedger

That Council move in camera at 1:19 p.m.

**CARRIED**

**MOTION 14-02-125**

**MOVED** by Councillor Jorgensen

That Council move out of camera at 1:55 p.m.

**CARRIED**

**15. a) Legal – Clean-up Enforcement**

**MOTION 14-02-126**

**MOVED** by Deputy Reeve Sarapuk

That the clean up enforcement update be received for information.

**CARRIED**

**15. a) Legal – MARA – Research Station Draft Lease**

**MOTION 14-02-127**

**MOVED** by Councillor Paul

That the lease agreement with the Mackenzie Applied Research Association be approved as presented.

**CARRIED**

**15. a) Legal – Regional Service Sharing Agreement**

**MOTION 14-02-128**

**MOVED** by Councillor Jorgensen

That the Regional Service Sharing Agreement update be

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

received for information.

**CARRIED**

**15. c) Land – Linear Property Tax Arrears**

**MOTION 14-02-129**

**MOVED** by Councillor Jorgensen

That an emergent resolution be taken to the AAMDC Spring Convention regarding the collection of linear property tax arrears.

**CARRIED**

**MOTION 14-02-130**

**MOVED** by Councillor Bateman

That administration continue with the legal process to collect tax arrears on linear property.

**CARRIED**

**NOTICES OF MOTION:**

**16. a) None**

**NEXT MEETING  
DATES:**

**17. a)** Regular Council Meeting  
Tuesday, March 11, 2014  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**18. a) Adjournment**

**MOTION 14-02-131**

**MOVED** by Councillor Braun

That the council meeting be adjourned at 2:03 p.m.

**CARRIED**

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Sharon Wurtz, Health Promotion Facilitator, Alberta Health Services</b>

### **BACKGROUND / PROPOSAL:**

See attached proposal to Council regarding a Recreation Coordinator for La Crete and Area.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

### **RECOMMENDED ACTION:**

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



## Proposal to Mackenzie County Council: Recreation Coordinator for La Crete and Area

### **Package Contents:**

- ❖ Letter with Rationale
- ❖ Recreation Benefits Overview
- ❖ La Crete Walking Trail: Where There's a Will, There's a Way
- ❖ Draft Job Description
- ❖ Letters of Support

### **Submitted by Community Recreation Coalition Members:**

Phillip Doerksen, Recreation Manager (Recreation Board)  
Nettie Gallant, Coordinator (Youth Activity Centre)  
Mary Driedger, Coordinator (La Crete Support Services)  
Sharon Wurtz, Public Health Promotion Facilitator (Alberta Health Services)  
Leslie Prenoslo, Healthy Children and Youth Team (Alberta Health Services)

Dear Reeve and Council:

At a La Crete Interagency Meeting in January, several agencies were sharing various goals and initiatives that aim to address social, psychological and behavioral concerns of La Crete youth and families. As these discussions unfolded it became clear that so many of the issues could be addressed in a common way: through recreation. Unfortunately no recreation position exists in the community and without a key person to coordinate efforts and dedicate time to recreation; there is a definite lack of recreation opportunities.

The citizens of La Crete and area are community minded and rally together to meet the needs of their community. As such, recreation for all has been identified as a need in La Crete. Everyone should be able to access affordable recreational opportunities, especially the children and youth. The children and youth who attend schools have access to physical activity through daily physical education classes, or may choose to join in the various organized sports teams. Some children and youth are privileged to play hockey or enroll in figure skating if parents can afford it. Indeed the hockey program in La Crete is very strong. But what about those that do not enjoy organized sports? Or those who cannot afford to play on sports teams? Or those who are homeschooled and do not have these school-related recreation opportunities? These youth also need a venue to be physically active and enjoy leisure.

Recreation is not only for children and youth, but also for adults and seniors who want to stay active as they age. Recreation has a significant positive impact on people of all ages.

Research indicates that recreation has the following positive impacts<sup>1</sup>:

Personal Health:

- Helps people live longer, adding up to two years to life expectancy.
- Prolongs independent living for seniors by decreasing disease and impairments typically associated with aging, keeping seniors active and involved in community life.
- Significantly reduces the risk of coronary heart disease and stroke, the leading cause of death for people 80 years and above and the second leading cause of death for people between the ages of 40-80 years<sup>2</sup>.
- Combats osteoporosis, which affects 25% of postmenopausal women.
- Combats diabetes, helping to both prevent and manage the disease.
- Helps in preventing cancers, specifically colon, breast and lung.

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<sup>1</sup> Canadian Parks and Recreation Association (1997). The Benefits Catalogue, *Ottawa, ON*.  
Alberta Parks and Recreation association: <http://benefitshub.ca/>

<sup>2</sup> Alberta Centre for Injury Control & Research, Database help by Alberta Centre for injury Control & Research (2012)

- Contributes to mental health through reducing stress, reducing depression, and contributing to emotional and psychological well-being.
- Enhances overall health and well-being, therefore improving quality of life.

#### Human Development:

- Children and youth learn:
  - motor skills (physical)
  - social skills
  - creativity
  - intellectual concepts
- Adults develop holistically – building physical, social, creative, and intellectual skills.
- Recreation and leisure provide excellent lifelong learning opportunities.

#### Quality of Life:

- Builds self-esteem and positive self image.
- Enhances perceived quality of life and satisfaction levels for individuals, families, and communities.
- Nurtures growth of life skills and independent living for those with a disability.

#### Reduces Anti-Social Behaviour:

- An antidote to smoking, substance abuse, suicide, self-destructive behaviours and depression.
- Reduces crime, particularly effective with decreasing juvenile delinquents.
- Can reduce racism, building understanding between diverse cultures.
- Reduces isolation, loneliness, and alienation.

#### Families and Communities:

- Creates stronger families bonds, helping children and youth to remain connected and couples to share something in common.
- Provides safe developmental opportunities for all children, not only those in school.
- Builds social skills and stimulates participation in community life.
- Can be a catalyst for building strong, self-sufficient communities.

#### Reduce Health Care, Social Services, Police and Justice Costs:

- Reduces both the incidence and severity of illness and disability, lowering health care costs.
- Reduces costs of social services, intervention and foster care as it supports families.

- Reduces crime dysfunction, reducing police, justice, and incarceration costs.

A Significant Economic Generator in your Community:

- Improves work performance, increases productivity, decreases absenteeism, decreases staff turnover, and reduces 'on the job' accidents.
- Attracts businesses to the community, as recreation opportunities are prime economic development and relocation magnets.
- Draw in tourism, the third largest and one of the fastest growing industries in the world.
- A small investment in recreation, parks, sports, arts and culture often yields large economic returns.

When you consider all the benefits of recreation, it can easily be seen as an investment in the future of our young people. Recreation fosters cooperation, good citizenship and develops leadership skills.<sup>3</sup> A Recreation Coordinator would be able to take recreation to a whole other level than what it is currently, ensuring La Crete and area are able to fully reap the benefits of recreation. There is much potential to be built upon in La Crete, however having a dedicated position to coordinate recreation is an essential piece in a bustling community that is going to continue to grow.

Currently La Crete has a strong hockey program. There is great potential to also create stronger programs in figure skating, bowling, and curling. Several independent organizations or individuals also do support recreation, such as the polar cats snowmobile club and in the summer there is adult male baseball league. Current space in La Crete for recreational opportunities is the different parks in town (one has a skate park), tennis courts, walking trails, golf course, baseball diamonds, bowling alley, outdoor rink and arena.

Current agencies in La Crete that offer some recreation programs are the six schools in La Crete and surrounding area (Blue Hills, Buffalo Head Prairie, Hill Crest, La Crete Public, Ridgeview, and Sand Hills), various Church Youth Groups, Youth Activity Centre, La Crete Support Services, La Crete Head Start, Hiemstead, Polar Cats, and the Arena.

There is so much more potential in La Crete for recreation, and it can be done by building on the strengths that are already present. La Crete has baseball diamonds; a recreation coordinator could organize little league baseball for children, as well as support the adult league. La Crete has amazing walking trails; a recreation coordinator could facilitate walking or running clubs or walking events. The skate park and the tennis courts could both generate

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<sup>3</sup> Alberta Recreation and Parks Association (2008). *A Toolkit for Community Leaders*. Grassroots Enterprises, Edmonton, AB

creative recreation opportunities for children, youth and adults. La Crete has a golf course that could be used for events. The public schools and the arena have a user agreement, the schools are able to take advantage of this agreement but in turn the schools gyms are not being used to the extent they could be; a recreation coordinator would be able to use the gyms with various programs. The arena could be part of winter ice events like ice carnivals. The outdoor rink could have a four on four tournament. The recreational opportunities are endless: soccer leagues, afterschool clubs, and family events.

Our proposal is that Mackenzie County fund a full-time Recreation Coordinator for La Crete and area. This would be a one year pilot project supervised under the Recreation board. The position would also be accountable to a newly developed Community Recreation Coalition. The group would meet quarterly to provide direction to the Recreation Coordinator, build on community partnerships and evaluate overall effectiveness. To fund a Recreation Coordinator pilot position, we would like to request funding of \$55,000. This would cover salary plus other related expenses such as phone and gas reimbursement. Other program costs would be covered through the Recreation Board's budget or fundraising. Grants have great potential to generate significant program money as well, and there are many recreation related grant opportunities.

Thank you kindly for your consideration. We look forward to further exploring the possibility of a new Recreation Coordinator position at the March 11<sup>th</sup> Council meeting.

Sincerely,

Community Recreation Coalition Members

# Benefits of Recreation

## PERSONAL BENEFITS

*Recreation enhances quality of life...*

- balanced living and lifelong learning
- helps people live happier and longer
- develops skills and positive self image in children and youth
  - develops creativity
- builds healthy bodies and positive lifestyles

## COMMUNITY BENEFITS

*Recreation participation builds family unity and social capital...*

- strengthens volunteer and community development
- enhances social interaction
- creates community pride and vitality
- promotes sensitivity and understanding to cultural diversity

## ENVIRONMENTAL BENEFITS

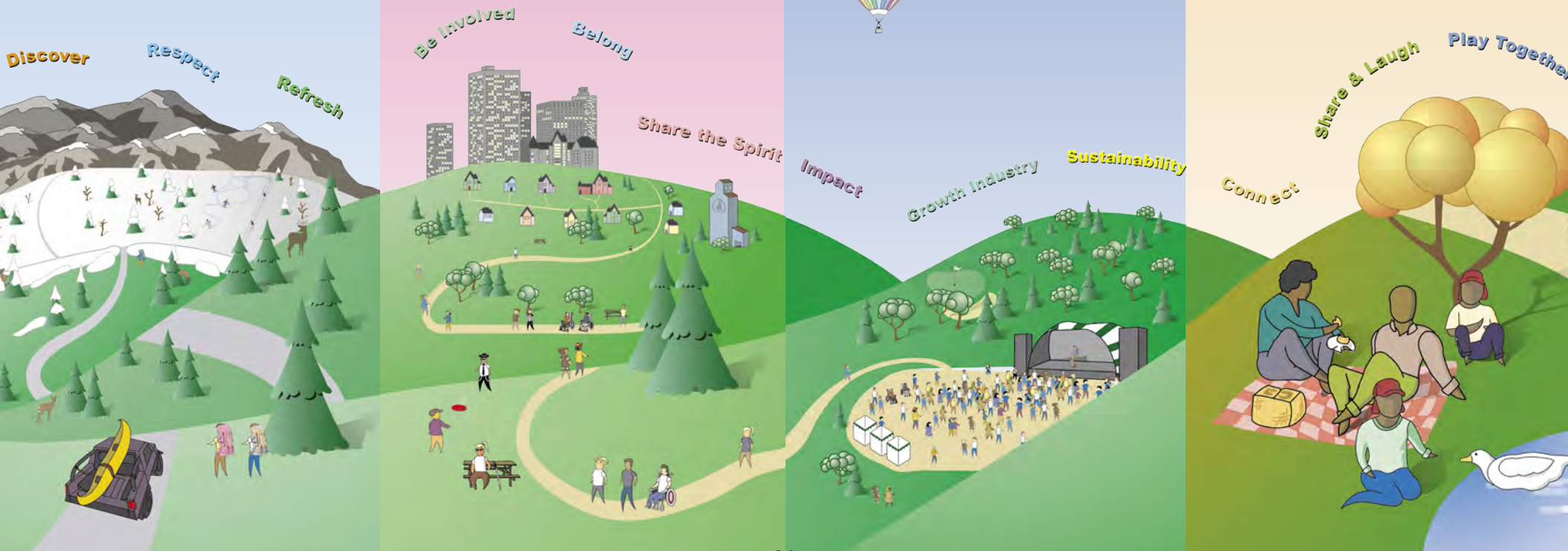
*Our parks, open space and trails ensure ecological beauty...*

- provides space to enjoy nature
- helps maintain clean air and water
- preserves plant and animal wildlife
- increases understanding and appreciation of our natural environment

## ECONOMIC BENEFITS

*Recreation and parks contributes to economic renewal and sustainability...*

- reduces healthcare and social service costs
- curbs employee absenteeism
- serves to boost the economy
- enhances property values
- attracts new business
- increases tourism





# Rural Route to Active Aging

## Success Story > La Crete Walking Trail: Where There's a Will, There's a Way

The idea for La Crete's walking trails started as a way to help people walk more safely in town.

Like many small Alberta communities, La Crete didn't have sidewalks. As Beng Friesen (a founder of the La Crete trails project) says, "We wanted to get people off the roads."

Friesen says the trails idea really started in 2001 with a general meeting about the town sidewalks at a local arena. He says that "some people stuck around after the meeting" and joined the project's first board.



After the first phase of trail was well underway, the board found they couldn't get funding for in-town "sidewalks." They then decided to build walking trails outside town instead.

### **La Crete, Alberta**

**The project:** This community has built five kilometres of paved trail.

**Population:** About 2,500 to 3,000 (another 5,000 to 6,000 people in the surrounding area)

**Main industry:** Logging and farming

**Nearest large towns:** About 116 kilometres southeast of High Level and 800 kilometres north of Edmonton

The board members (led by Ann Knelsen, the board's fundraising co-ordinator) started approaching community businesses and the local municipal district as well as looking for other sources of funding.

As Mary Driedger (the Director of the local Family and Community Support Services office) says, "We've done a lot of fundraising over the years."

They've also had a lot of help from local businesses. For example, a local sanding and gravel company has donated \$50,000 each year for the last two years. Many local businesses (e.g., logging companies) also donate generously. As an incentive, any business that donates over \$1,000 gets a plaque on one of the benches along the trail.

Altogether, Mary Driedger estimates that the local community has raised "several hundred thousand dollars" toward building the trails.



The Municipal District of Mackenzie gives a \$20,000 matching grant each year. The municipal district also maintains and repairs the trail.

Beng Friesen says that it's really helped to have an experienced trail-builder build the trails. The La Crete project used a local contractor who'd been in construction for years (and who donated part of his time spent on the project). Doing the job right from the start means fewer maintenance and repair costs over the years.

The trails project also received a grant from the provincial government's People with Developmental Disabilities fund to make the trail accessible for people with disabilities. Benches and bathroom facilities along the trail are one way to help people with disabilities and older adults use the trails.



Beng Friesen says that the first phase of the trail starts right across the road from the seniors' residence. He says that they're eventually hoping to connect all phases of the trail together to make it easier for seniors to enjoy the full trail.

Board members have come up with several creative fundraisers. One of the most successful was to "sell" a section of the trail to local residents for \$50 a metre. A sign on the trail lists all the donors. Beng Friesen says that this community "ownership" also means that people take better care of the trails.

Friesen says that the number of people using the trails "depends on the weather." Some "people walk at minus 30." He estimates that between 50 and 300 people use the trails every day in the summer.

According to Martha Froese, a member of the walking trail committee, various community groups use the trails, including the school (for Phys. Ed. classes), the annual run for breast cancer and the Alberta family marathon. "Lots of people bicycle and roller blade on the trail."

The town now has five kilometres of paved trails going both east and west of town. Mary Driedger sees several positive spin-offs from the project. She says that there are "a lot more people walking." She also sees "more older adults on the trails."

Beng Friesen adds that another positive spin-off from the trails project is that they're also hoping to improve the local campsite and lakefront. Martha Froese says that they just extended the trail to a picnic site by the lake in the fall of 2007.

Friesen says that you really need "a board of people that work hard to make this go." As he says, it takes "a lot of dedicated volunteers and community support" to make a project like this work over the years.

*Success Stories > Content*

■ [La Crete Community](#)

## **Job Description Recreation Coordinator La Crete and Area**

### **DESCRIPTION**

- The Recreation Coordinator will be responsible for coordinating recreation opportunities for people of all ages in La Crete and surrounding areas. This role will be very diverse; it may involve facilitating, program development, special event planning, partnering or leading initiatives.
- This position will be based out of the Northern Lights Recreation Centre, providing recreation from Blumenort to La Crete to Bluehills.
- The Recreation Coordinator will report to the La Crete Recreation Board.
- A Community Recreation Coalition made up of various agencies in the community (involving the Recreation Board and Recreation Coordinator) will meet quarterly to provide direction.

### **SKILLS**

- Community-minded and passionate about recreation.
- Ability to work independently or as a team player.
- Self-motivated and takes initiative.
- Strong organization and time management skills.
- Strong communication skills. Ability to speak low German would be an asset.
- Willingness to learn.

### **PREVIOUS EXPERIENCE**

- Organizing community events or programs.
- Working with people of different ages, preferably in a recreation-type setting.
- Experience with grant applications or proposal writing skills is an asset.
- Any prior training or education applicable to the position would be considered an asset.

### **OTHER REQUIREMENTS**

- Current CPR and First Aid
- Criminal record check
- Child welfare check
- Access to a vehicle and valid driver's license

### **SALARY AND HOURS OF WORK**

- \$41,600 – \$52,000 salary dependent upon prior experience and training
- Based on 40 hours per week flexible schedule, evenings and weekends are required
- A monthly stipend will be provided to cover travel and cell phone expenses



# Ridgeview Central School

P.O Box 1750

La Crete AB T0H 2H0

Phone: (780) 928-3100 Fax: (780) 928-2662

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To Whom it May Concern:

This letter is being written in support of establishing a Recreation Programs Coordinator position in the community of La Crete.

My name is Chris Fehr and I am currently the school principal of Ridgeview Central School in La Crete. I have been a teacher or school administrator in 5 schools in the La Crete area over the past 16 years. Through this time I have spent a great deal of time working with children and youth in our local communities and have seen a consistent need for active living programs for children. Several years ago, Mr. Larry Sampson and I created a drop in softball program for two children's groups aged 5-6 and 7-9. This was done with the support of the La Crete Recreation Board who assisted with the provision of a few supplies. Most supplies however were borrowed from the schools we worked in. Last year, Mr. Sampson and I created a drop in soccer program for two young age groups as well. Again, this was supported by the La Crete Recreation Board and Mr. Philip Derksen. Funding for soccer balls, cones and nets was given. Mr. Derksen has been excellent to work with when we have tried to create programs for children.

Through these experiences, I have determined that children in the community of La Crete would benefit greatly from a greater variety and frequency of active living programs offered. To be very honest, it does not seem that there are many programs at all for children in the community and if everyday citizens do not put the effort in to establish these programs, they do not happen. As a concerned, contributing community member, this does not seem right. I would like to believe that our youth and their health/wellness are viewed as highly important. Think of the positive spinoff on health care if more children were healthy and active on a regular basis!

In schools, we have learned that children need activity each day in order to do well in their studies. This is why Daily Physical Activity requirements were created by the Alberta Government. I think about this often and the society we now live in where electronics and screen time are one of the biggest factors in rising obesity rates in children. Isn't it time we demonstrate a proactive approach to helping students be active and healthy each day? I believe hiring a highly competent recreation coordinator position would make an enormous difference. Hiring someone highly competent with an intense work ethic and passion for the role is critical to success. This will likely mean providing a wage that attracts someone with the education and skills necessary to lead children, their families and members of the community.

If I can be of any assistance in making this coordinator position a reality, please feel free to contact me at 780-841-2922. Please accept my sincere appreciation for considering the initiation of a recreation coordinator in the community of La Crete.

Sincerely,

Mr. C. Fehr

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**We Care**



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation

**Non-sensitive**

S/Sgt. Jeff SIMPSON  
Detachment Commander  
Fort Vermilion RCMP Detachment  
PO Box 94  
Fort Vermilion, AB T0H 1N0

Your File

Our File

2014-03-04

To Whom It May Concern

**Letter of Support for Creation of Recreation Director Position**

This letter is being written in support of establishing a Recreation Programs Coordinator position within the MD of Mackenzie County.

My name is S/Sgt. Jeff Simpson and I have been the Detachment Commander for the Fort Vermilion RCMP Detachment since June 2013. As a function of my position, I continuously monitor crime trends and emerging issues throughout the various communities we service, specifically the Hamlets of La Crete and Fort Vermilion. Since my arrival, I have personally observed a significant number of incidents involving the youth of both Fort Vermilion and La Crete. These events often of a minor criminal nature (ie. Mischief) as well as various traffic related offenses.

Its been my experience that a number of these issues are directly related to the amount of idle time the youth in the community have and the lack of recreational activities available to them. With the creation of a Recreation Director, it is my expectation that the number of positive recreational alternatives available to these youth will increase and have a positive impact on the traffic and crime trends identified above.

If I can be of further assistance, please feel free to contact me directly at (780) 927-3258.

Regards

S/Sgt. Jeff SIMPSON  
NCO i/c Fort Vermilion RCMP Detachment



**The La Crete Recreation Society**

Box 29  
La Crete, Alberta  
T0H 2H0

March 4, 2014

Mackenzie County  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Re: Recreation Director Position

To whom it may concern,

Please take this as The La Crete Recreation Society's letter of support for the creation of a Recreation Director position for the community of La Crete. As a society, we feel this would be a position that would greatly benefit the community through the creation of sports and lifestyle programs not only for the youth, but for all members of the community. It would also help in more fully utilizing the facilities already in place and creating an opportunity to explore the need for future expansion of these existing facilities or the creation of new ones.

As a society, we are in full support of the creation of this position.

Sincerely,

A handwritten signature in black ink, appearing to read 'Abe Fehr', with a large, sweeping flourish extending to the left.

Abe Fehr  
President  
La Crete Recreation Society

March 4<sup>th</sup>, 2014

To Whom it May Concern:

I have lived in La Crete since November 2005 and have made the following observations:

- There is a lack of a variety of opportunities in La Crete for children and youth to be involved in consistent recreation programs.
- The Hockey and figure skating programs are run well in our community. However, they only reach a small number of children. There need to be more opportunities for others to be involved in positive activities.
- The schools do a good job in some team sports such as basketball and soccer.
- Over the years parents have often run curling, baseball and bowling but many have stopped volunteering once their kids have moved on.

A La Crete recreation director (who is not stretched too thin with other responsibilities) would be able to focus on giving an important service to the community of La Crete. This director could run some programs and oversee others. He/She would always strive to keep the programs alive with volunteers from the parents of the kids involved. Curling, bowling and tennis would be great programs for kids to get going.

There are also two important other factors to keep in mind.

- 1) Some of the kids that we might want to target the most are not interested in sports. These kids might be more likely to join a video game club. A 90 minute club meeting with a 30 minute break for getting them involved in something active would be great. (I had a success with a similar endeavor. I ran a chess club on Saturday mornings for 2 hours: 45 minutes of chess followed by 30 minutes of gym time and then another 45 minutes of chess. I definitely got a lot of the non-hockey crowd. And the kids that were there were not as intimidated as they would be in gym class with all of the high class athletes).
- 2) Many of the kids that live on the farms outside of town have often said to me “no I can’t come to the chess tournament / rugby camp / soccer tournament etc.”. Often the reason is because their dad works on Saturday and mom has a lot of small kids at home so coming into town becomes a huge chore. The rec director could also try to arrange transportation for kids to come into town for events. Keeping the events free will, undoubtedly, net students who are not involved in anything outside school hours. That’s how I had great success with numbers for my Saturday morning club; because it was free. If there had been a bus to pick up and drop the kids off, I would have had more kids.

Chris White  
Physical Education Teacher, Sandhills Elementary School  
La Crete Community Chess / Gymnastics Club



# Buffalo Head Prairie School

Box 60 (Hwy 697)  
Buffalo Head Prairie AB TOH 4A0

Principal: Mr. Chad Fyke  
Trustee: Mr. Ernie Kroeker

REACH for Success

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To whom it may concern,

I am writing this letter in support of the proposal for a Recreation Programs Coordinator position within the La Crete area as it relates to Mackenzie County.

A majority of towns with our current population size already have this position within their recreation management structure. The position can be of benefit to a variety of different stakeholder groups. For our youth it could provide the opportunity for the organization of soccer programs, softball leagues (using our diamonds on the North end of town) after school curling and the list goes on and on. Wherever we have a facility or at least someone to organize a little bit of structure to a program, we could find an activity. I feel parents would be very willing to support this type of endeavor.

I also like the opportunity it may afford our senior population. Walking clubs which use the track at the high school, or the amazing walking trails around town are simple activities that could be organized by this position for the betterment of our community.

As a society we are not as active as we once were. Our level of health is decreasing in the way that we do not seem to find the time for physical fitness. Creating this position within the La Crete area will establish a level of commitment we are willing to make towards the future health of our community and its citizens.

Sincerely,

Mr.Chad Fyke



Phone: (780) 928-2282

Fax: (780) 928-2448

***“REACH for Success”***







La Crete Support Services

Box 586

La Crete, AB T0H 2H0

Ph: 780-928-3967 Fx: 780-928-3987

March 5, 2014

**RE: Letter of Support for establishing a Recreation Director Position**

This letter is in support of the Community Recreation Coalition which is looking to establish a Recreation Director Position for La Crete and surrounding area.

We feel that there is a need for more opportunities for all children of the community to be involved in recreational activities. Not all families are financially able to enroll their children in organized sports, including local clubs and school sports. By providing a greater variety recreational programs and activities in the community, including drop in programs, we anticipate that more children will be able to participate in recreational activities.

When children are involved in recreation, they show more positive development not only physically but also mentally, emotionally, and socially. The benefits of recreation not only affect the child but also create healthier families and positively impact the community as a whole.

We are fully in support of this endeavor and anticipate that there may be opportunities for LCSS to partner with the Recreation Director with some of the programming. We look forward to the benefits this project will have for our community.

Sincerely,

Mary Driedger  
Director

La Crete Youth Activity Center  
Box 1762  
La Crete, Alberta  
T0H 2H0

February 21, 2014

Mackenzie County Council:

My Name is Nettie Gallant and I have been a Youth Coordinator for the La Crete Youth Activity Center for 13 years. The center staff's one person full time and 3 part-time evening supervisors. With only having one full time staff member and very limited programming dollars it is very difficult to meet the needs of all the youth in La Crete and Surrounding Area, and recreation is a need that has been identified as a gap in our community. We know and understand the importance of recreation and the positive benefits it has on the human body and mind and we would like to do more. We would fully support the Recreation Director and would partner with that person on as many programs as possible. One of our upcoming goals that the Youth Center is Positive Body, Positive Mind, we want to work on the whole wellbeing of parents and youth.

There are many of benefits having a recreation director. A recreation position could partner with the YAC's programs such as Rowdy Boys, Girl Power, and Bike Safety. Recently La Crete Youth Activity Center has partnered with La Crete Support Services and Alberta Community Health and registered La Crete as a Communities Choosewell which totally concentrates on recreation as it pertains to healthy active living; this would be a perfect fit to for a recreation director to take a lead on. We would like to see Little League and Youth Teams take advantage of our baseball diamonds, tennis courts, as well as all the other outdoor activities which a director could facilitate programs for. We would also support activities that would require the use of the local schools gyms.

I fully believe that having a Recreational Director is what La Crete needs and deserves. Recreational activities give the people a sense of community involvement, it is nothing but a benefit to the wellbeing of a person's body and mind. I believe it would keep youth out of trouble, by giving idle hands and mind a purpose and a focus. Thank you for your time and I hope you will truly consider all the benefits a Recreational Director would have on the citizens of La Crete.

Sincerely,

A handwritten signature in blue ink that reads "Nettie Gallant". The signature is written in a cursive, flowing style.

Nettie Gallant  
Youth Activity Center Youth Coordinator



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Wendy Schneider, Green Hectares</b>

### **BACKGROUND / PROPOSAL:**

See attachments for background information regarding Green Hectares.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

### **RECOMMENDED ACTION:**

That the presentation by Wendy Schneider, Executive Director of Green Hectares be received for information.

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



## What is a Community Connector?

A Community Connector is an individual who;

- Networks with people and organizations in a community
- Can help to access needed resources within and outside a community
- Gives perspective on the assets and potential for a community through community scans
- Connects the community to new information
- Understands the culture of the community
- Is a problem solver

## Why would a community want to use this program?

There are many benefits to this program, some of which include;

- It allows for community based decisions
- It helps to realize the potential of a community
- It gives access to many more resources
- It is a program with a personal touch
- There is the ability to link province wide by sharing unique programs with other communities
- The individual can become a great asset for the community finding missing puzzle pieces.
- Helps to develop an action research model in the community that moves the community forward with a common and logical vision.
- Builds on the best of the community and creates new opportunities

## How does this program benefit those who support it financially?

- Recognition of support on an ongoing basis rather than per event which shows a willingness to be a shared partner in the community
- Develops a greater understanding of the community culture
- Develops authentic connection within the community
- Progressive model that helps funders understand social, financial, environmental and political factors
- Community support and participation that clearly exhibits impact
- Ability to access hard to find information

The Community Connector program can be used in a community in several different ways. A community can either work with Green Hectares for a full time facilitator or they can choose from 6, 8, 10 week timelines that will work best with the size of the community and their budget.

## A Week in the Life of a Community Connector

A Community Connector facilitator attended an equine meeting held through a local county office. At this meeting she was connected through to the chairman of the Ag Service Board Council at the local county. This led to another meeting was held and exposure to the role of the community connector began. The individuals at this meeting introduced her to the local economic development coordinator. Through this meeting it was decided that an event called the Entrepreneur Exchange would help the local, rural entrepreneurs. The county offered to donate the location space and the economic development coordinator helped to make connections for the panelists.

With the Entrepreneur Exchange plans underway, the Community Connector was introduced to the agriculture manager for area with a financial institution and he agreed to become a panel expert. Through this meeting he then made an introduction to an executive of a major ad agency that also ended up sitting on the expert panel. The facilitator then posted it on her social media platforms through a related connection found an experienced local CGA specializing in business ventures. Through a conversation with a neighbor she was able to secure a local catering connection also, keeping the services within the community.

A few days later the community facilitator was reviewing a recent community scan done for a small village in the county. There was an identified need for getting books to people in their rural community; the facilitator was able to meet the need by coordinating with the libraries and introduced the little libraries program to various smaller communities in the county. It was also noted that while the area had great internet infrastructure, the use of this technology was underutilized. After a review of the demographic information of the area, it was highlighted that there were many seniors in this particular village. The community connector worked with the local seniors' facility to bring in a mobile computer lab supplied by Green Hectares and the seniors centre managed to bring in a local instructor and supply the facility for the training. For the following month the seniors centre hosted basic computer skills training at a low cost to their local residents.

Through further discussions to update the community scan, the community connector identified with one primarily agricultural community the need for agricultural diversification. She brought together several different organizations that had independently expressed this need. From this meeting, they decided to form a planning committee to develop an agricultural diversification event that would engage

- the local agricultural high school,
- the local college,
- chamber of commerce
- The Community Futures
- Rural Economic Development Initiative

## Contact Us

Tel 877-942-2276  
Green Hectares Corp  
26 Cranford Way  
PO Box 3233  
Sherwood Park, AB  
T8G 2T2

[greenhectaresonline.com](http://greenhectaresonline.com)



## What is the Hopper?

Green Hectares is an organization that aims to create opportunities for people to connect, collaborate and learn in an effort to build strong, dynamic rural communities. In order to become a thriving member of the agriculture industry and a contributing force in ones' community, one must have learning opportunities expanded, extended and available to pursue. This is where Green Hectares' online initiative, The Hopper, can make its mark.

The Hopper is a rural resource hub that connects you to information, websites, courses, events, experts and other online resources to advance your learning and expand your network. This platform will provide users with a comprehensive toolset to research and find relevant content, connect with other users and open doors to new learning experiences. Essentially, the platform transports the vast resource libraries of The Hoppers' partners, and aggregates, indexes, classifies and tags the content to make it contextually relevant to the user.

In terms of originality, no other similar programs are known to exist. It will act as a search engine within the field of rural and agricultural resources, as opposed to an internet-wide search engine. In comparison to existing agriculture websites, The Hopper platform will aggregate resources from a wider variety of resource pools. These resources will include videos, audio files, events and people in addition to publications. It will also be used to boost the resource sections of partner organizations' websites by adding the platform as a tool within their page.

Green Hectares recognizes the desire of individuals, organizations and communities to easily access a broad range of rural resources from across the web in one convenient place; thus, The Hopper was created to meet this need. The information that users can access through The Hopper has the potential to shape the future development of learning opportunities and resources within and for rural communities and organizations. By allowing users to interact with an online platform for access to rural resources, The Hopper will open up new possibilities to those who are looking to connect with resources that can inspire and foster growth and success in rural communities.

## The Hopper Can...

- Provide **user-defined learning** to those interested in rural and agricultural subject matter
- Encourage **effective use** of resources
- Create two-way **information channels** for users, partners and policy makers
- Empower organizations in **local decision making** for their community

## How does the Hopper work?

This web application takes the form of a footer tool or a fully integrated webpage that can be added to any website. Users can sign-up for an account to access resources such as web pages, documents, video, audio, experts and events from any website that has chosen to integrate it into their systems. These accessible resources are taken from across the web, as well as from the programs and resources set up and run by Green Hectares in rural communities. Your experience using The Hopper will be tailored to your interests, information needs and learning style, providing access to the latest information and resources in a way that works for you. Building your profile notifies the system of your preferences, and as you continue to explore and learn, The Hopper will make suggestions and further modify your preferences based on your activity through the platform.

Based on users' behavior, The Hopper will collect data on what people are looking for when it comes to rural resources and how they are using them. It will show development gaps in resources and provide information on developing higher quality resources in the future.

## What is the impact of using The Hopper?

The Hopper will become a part of all Green Hectares programs, as well as a tool that all Green Hectares staff can use to aid in knowledge exchange and resource connection. In the same way that Green Hectares will be using this tool, any organization (not for profit or otherwise) can use this tool to enhance their programs, products and services. It will help to identify resources in different communities and industries and may lead to the use or adoption of effective resources in additional communities or industries. In regards to program and event promotion, this tool can connect any organization to a larger audience, identifying learners and experts who may benefit from other Green Hectares programs. This program has the potential to influence and improve the websites and resources of external groups through partnership development by encouraging collaborative resource use and identifying resource gaps.

## Experience the Hopper...

As an individual, you may want to be on the system for a variety of reasons. As a learning tool, it will be extremely useful to find rural and agricultural resources. You can also help others find the best information possible by suggesting resources, events and even other experts that might be a great source of information. If you would like to sign up for free, email us at [thehopper@greenhectaresonline.com](mailto:thehopper@greenhectaresonline.com)

As an organization, if you would like to integrate The Hopper into your website, use the footer, suggest your resources, or to access the data for research please contact Dana at [dana@greenhectaresonline.com](mailto:dana@greenhectaresonline.com). Dana will work with your organization and Lightmaker Studios (the developers of the system) to ensure that there is a seamless integration.

## Contact Us

Tel 877-942-2276  
Green Hectares Corp  
26 Cranford Way  
PO Box 3233  
Sherwood Park, AB  
T8G 2T2

[greenhectaresonline.com](http://greenhectaresonline.com)



## The Entrepreneur Exchange

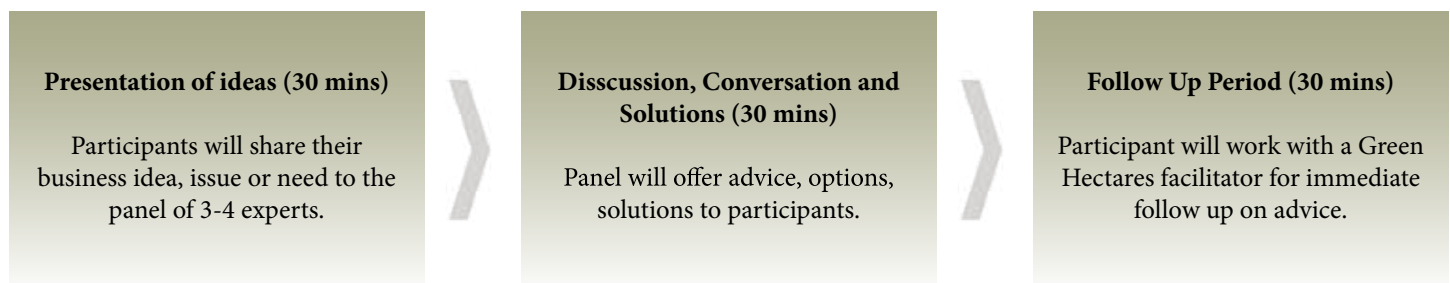
### What is The Exchange? Where ideas meet advice.

The Exchange is a short term, informal mentorship opportunity for people in rural communities and agriculture. Participants will have access to a panel of top experts and professionals who will share their valuable knowledge and experience. Entrepreneurs and rural businesses will learn things that they had never thought of before and panel members will gain insights from face-to-face conversations with individuals in the industry.

The objectives of The Exchange are to:

- initiate conversation and knowledge exchange
- stimulate ideas and business development
- develop mentorship and collaboration opportunities
- provide an event to add value to current rural & agricultural events in Alberta

The event format:



## Who is involved?

### The Participant:

Participants can include anyone with an idea, concept, business plan, problem or potential solution who is interested in sharing, discussing and learning from a panel. While this program is focused towards business and entrepreneurs, participants may also include individuals, community groups, government, or other organizations trying to learn about rural challenges.

Participants may include someone:

- who thinks they have a good idea and wants to discuss its potential
- working on a problem and in need of an outside opinion
- seeking advice for a business
- who is young or just getting into the industry looking for direction in their future career

### The Panel Members:

The panel will include individuals who have an expertise in a certain area or someone who excels at stimulating conversation and thinking in others. Experts will be drawn from various aspects of business including product development, business development, financial management, marketing and communications, collaborations and managing people.

Panel members include people who are:

- wanting to give back to the industry
- looking to provide mentorship but may not be able to commit to long term mentorship
- seeking to connect with individuals, potential employees or business connections
- searching for a good business opportunity

### The Facilitator:

The facilitator's role is to help the participant make meaning of their experience by assisting the participant in capturing the conversations and identify beginning steps to follow through on the panel's advice. The facilitator will help the participant develop an initial course of action based on their conversations.

## Expectations and Benefits

Expectations of participant	Expectations of panel member	Expectations of facilitator
<p>Participants must come prepared, demonstrating some thought and reflection on what they are sharing with the panel.</p> <p>Participants must be receptive to open, constructive feedback and receive this information in the spirit of a collaborative learning process.</p>	<p>Panel members are asked to produce advice based on their expertise in a certain area as well as based on the collection of their experiences and knowledge of rural communities, business and agriculture.</p> <p>Panel members must endorse and support the collaborative learning process. Feedback should always be honest, constructive and open.</p>	<p>Facilitator will provide assistance in capturing the conversation between the participants and panel members without interfering in the process.</p> <p>Facilitator will work with the participant following the conversation to identify important take away ideas and potential plans of action based on the conversation.</p>
Participant benefits	Panel members benefits	Facilitator benefits
<p>Participants will gain insight and an outside perspective on their idea, problem, solution or concept.</p> <p>Participants will gain knowledge from a variety of areas in the industry and community.</p> <p>Participants will develop their network with the potential for collaboration.</p>	<p>Develop a rapport with rural communities and business people.</p> <p>Gain insight into ideas, problems and solutions facing agriculture and rural communities.</p> <p>Be provided with an opportunity to connect and collaborate with others in the business.</p>	<p>Gain insight into needs and potential program gaps in rural communities.</p> <p>To share their resources (and GH programs) that may assist the participant in their learning.</p> <p>Develop contacts for future participants and panel members.</p>

## Applicant registration and review process

Participants can access registration form at [www.greenhectareonline.com](http://www.greenhectareonline.com)

Panel members can request to be a part of the event by emailing [chelsea@greenhectaresonline.com](mailto:chelsea@greenhectaresonline.com)

### Confidentiality

All conversations will be kept confidential and private among all parties. Green Hectares will be collecting information from registration forms, conversations and follow-ups for internal reporting and research purposes only. Individual names and information will not be shared without consent. Follow-up and future contact:

Participants and panel members can expect be contacted following the event to gain insights into the effectiveness of the event and areas for improvement. Participants will be added to the Green Hectares contact list to receive information about future programs. Participants are welcome to attend more than one Exchange event as more events will be hosted throughout the province.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

### **BACKGROUND / PROPOSAL:**

The CAO and Director reports are attached for information.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

### **RECOMMENDED ACTION:**

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

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

# Mackenzie County

## Monthly CAO Report to Council – February 2014

February 2014 was a month packed with activities and some major progress in many areas.

This report provides highlights on some completed or ongoing initiatives:

1. **Fort Vermilion Research Farm** – an agreement was finalized and signed with MARA and is in effect as of March 1, 2014. The relevant documents (offer to purchase the equipment and a copy of the land lease) were transmitted to AB Agriculture & Rural Development in support of MARA's application for a \$75,000 grant to acquire the equipment.
2. **Strategic Priorities Chart** – Administration is working on the identified initiatives/priorities.
3. **Regional Sustainability Study** – Administration is in the process of gathering various statistical and financial information as per the consultant's request. A meeting was scheduled for March 13<sup>th</sup> but is now being rescheduled due to conflicting schedules on all sides.
4. **Regional Housing Needs Assessment** – We received an approval for \$100,000 towards this project. A meeting between the parties is being arranged to draft an RFP and TOR for this initiative.
5. **RCMP** – FVSD was invited to attend one of the council meetings to discuss what cooperative steps they take with the RCMP to reduce drug trafficking within the schools. FVSD delegation is expected to attend the March 26<sup>th</sup> meeting.
6. **Regional Service Sharing Agreement with the Town of High Level** – the amending agreement was finalized and signed.
7. **Mackenzie Emergency Management Agency** – the second meeting is scheduled on March 13<sup>th</sup> with "communications" being the single agenda item.
8. **Oil & Gas Strategy** – information regarding the oil & gas companies was compiled. The next step is to identify the main contacts for our area (locally and remotely) and request meetings with individual companies as the second step of our strategy.
9. **Tri-County meeting** – the meeting took place on January 16, 2014 in Zama. Multiple letters were prepared, signed and sent as per the direction: rail service, P5 Road (East Peace Resources), Species at Risk Act. A presentation by Silvacom has been scheduled for March 19<sup>th</sup> at 2:00pm in Edmonton and invitations letters to MLAs Pearl Calahasen and Frank Oberle, and FN Chiefs were sent.
10. **MHMB vs. THL – MGB Hearing** – the parties are proceeding with ADR as recommended at this point. I will be attending the ADR meeting in Edmonton on March 21<sup>st</sup>.

11. **Master Drainage Plan** – LiDar acquisition is in process. Please note about 2/3 of the requested data is available and the area of the remaining 1/3<sup>rd</sup> will be flown this spring.
12. **Buffalo Head Drainage** – a series of public/ratepayers meetings were held. Administration also met with AT and ESRD to discuss the proposed route. While the government agencies are in support of the proposed channel, AT and ESRD are requesting a hydrological study before an approval will be granted. LiDar imaging data will assist in preparation of the hydrological study. We expect to have the relevant LiDar data in four weeks.
13. **Tri-Council** – administration proceeded with actions as directed at the February 5<sup>th</sup> meeting. We now have received verification from the Towns regarding the regional golf tournament to take place in September 2014. The golf tournament organizing committee will be having their first meeting shortly.
14. **AAMD&C Zone Meeting** – two resolutions and relevant documents were prepared and passed this stage. Administration will be preparing the documents for AAMD&C spring convention.
15. **Growing the North** – another successful conference was hosted by the County of Grande Prairie. We had some good meetings with government officials; our municipal personnel (Byron Peters and Andrew O'Rourke) did an excellent job with our municipal booth.
16. **FCM First Nations Workshop** – a first of its kind workshop was held on February 27<sup>th</sup> in High Level. The workshop was hosted by FCM through the First Nations-Municipal Community Infrastructure Partnership Program and was a great success. Representatives from Little Red Cree and Beaver FN were in attendance. Many potential initiatives and programs were identified and it is important to “keep the momentum going” and make sure that some smaller things materialize quickly and pave a path to bigger initiatives.
17. **2014 Programs & Projects** – gravel tender and grader tenders were reviewed by the PW Committee and awarded. We are working on the 2014 re-graveling tender document.
18. **MGA Review** – I attended the AAMD&C MGA review session along with a few of our Councillors. Mackenzie County brought up an issue regarding insufficient powers under the Act to collect linear tax arrears. The municipal group at the MGA session suggested that a resolution be brought forward at next AAMD&C Zone meeting requesting that an AAMD&C committee be set to assesses the current Act provisions regarding linear tax recovery, assesses the overlapping provincial legislature and recommend a way to strengthen the municipal linear tax collection powers. While we did not take a resolution to AAMD&C zone meeting, administration (with assistance from our lawyers) is drafting a resolution that could be taken as an emergent resolution to AAMD&C spring convention. My intent is to meet with our lawyers the morning of March 17<sup>th</sup> to discuss the draft resolution and at that time the final decision regarding proceedings can be made by Council.
19. **Agricultural Fair** – the organizing committee held its first meeting. The Fair will be August 8 & 9. Please note I have rescheduled my holidays to assure participation at the Fair (initially was going to fly out on August 8<sup>th</sup> and will leave on August 10<sup>th</sup> now).

20. **East La Crete Rural Water Line Loping** – a meeting was held with the effected ratepayers. The Business Case was presented and reviewed. The future of this project is in the hands of people and we will not proceed until there is a sufficient demand.
21. **Finance Committee** – a meeting was held and there were a few policies identified where no action was taken and we will be working on these. In particular, Master Card Points Allocation Policy and Administrative vehicle use policies.
22. **2013 Year End** – Auditors were on site during March 3-5. We are making a good progress and do not expect any delays with preparation of our financial statements despite the organizational changes.
23. **Personnel** – Mark Schonken, CA was appointed as an Interim Director of Finance under a contract until we find a suitable individual on full time basis. We are continuing with interviews for the Director of Operations (South) until we find a suitable individual for this position as well.
24. **2014 Budget** – we received our final assessments and school requisitions. We are still waiting for seniors' lodge requisition (expected to be received within a couple of weeks). Barb Spurgeon, MHMB CAO has confirmed her attendance at the April 8<sup>th</sup> meeting as requested and will be presenting their three-year business plan. Administration will be preparing a budget document for budget revisions by council.

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

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

Respectfully submitted,  
Joulia Whittleton



## MONTHLY REPORT TO THE CAO

For the month of February 2014

From: Ron Pelensky

Director of Community Services and Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Crews are busy Hauling snow from FV streets Snowfall has been minimal this month Dealt with heavy use of Assumption road by Apache contaminated dirt haul.
Buildings	February	Serviced overhead heaters and furnaces in High Level, Fort Vermilion office and FV shop. Assembled furniture in Fort Vermilion office. Replaced boiler system Zama pump house. Replaced one furnace in FV office. Installed AED in 3 offices. In total we completed 16 building work requests
Dogs	Ongoing	Patrolled for dogs in Fort Vermilion and Rocky lane school. We caught 2 dogs and 5 puppies. No Live traps set as it is too cold
By-Law	Ongoing	Dealing with two clean up orders in Zama. County cleaned up one camp and received court approval to proceed on the second one.
Emergency/Disaster Service	February	Participated in emergency disaster plan meeting.
Health and Safety	Ongoing	Continued working on Directives for the Safety Manual. WHMIS station installed in Zama. Working on Hazard assessments for all county departments. 3 in-house WHMIS training courses held. First Aid training held
Fire Department	February	<b>Fort Vermilion</b> responded to 1 Medical Assists, 1 Motor Vehicle Accident, 0 Structure Fires <b>La Crete</b> responded to 3 medical assists, 2 Motor Vehicle Accidents, 0 Structure Fire, 2 Mutual Aid calls for High Level <b>Zama</b> responded to 1 methanol spill response

Fire Department Training	February	Our Fire Chief completed Hazmat training Members completed First Aid training
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**Capital Projects**

Projects	Timeline	Comments
High Level to Ainsworth Rural Waterline	February	Town of High Level and Mackenzie County waterline is 95% complete. The water meter pit and Ainsworth waterline is 80% complete Pressure testing to commence shortly
Fire Smart Grant	February	Surveyed the proposed area for tree thinning. Preparing a Request for Proposal for manual tree thinning

**Personnel Update:**

Wanita Mitchell was hired for the Public Works Admin Assistant position
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**Other Comments:**

Project planning commenced for 2014 capital projects Preparing for our 2013 spring disaster recovery submission
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## MONTHLY REPORT TO THE CAO

For the Month of February 2014

**From:** John Klassen  
Director of Environmental Services & Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Starting to prepare for spring thaw by opening ditches and culverts in trouble spots.
Drainage	Ongoing	We will evaluate during spring runoff.
Grader Tender	Feb 2014	Awarded to Finning as per Council motion based on administrations overall tender analyses.
Ice Bridge Contract	Nov 2013 – Apr 2014	The crossing reached its full weight capacity of 63,500 kg's on Feb 4, 2014. Last season we reached full capacity on Jan 25 <sup>th</sup> .
Strategic Priorities	Ongoing	<ol style="list-style-type: none"> <li>1) <i>LC Water Source Review (Omni Report)</i> – <b>Will present the report to PW's Committee on March 25, 2014</b></li> <li>2) <i>Rural Water</i> – <b>In progress.</b></li> </ol>

### Capital Projects

Projects	Timeline	Comments
Bridge Repairs	Ongoing	The temporary bridge is currently being constructed and due to the Fisheries Act cannot be installed between April 16 <sup>th</sup> and July 15 <sup>th</sup> .
La Crete Street Projects	Summer 2013	Project complete with the exception of street lights, Atco plans on installing them in spring.
Zama Distribution Meter Replacement.	2013	-On hold until spring breakup.

88 Connector	July 2014	Phase II – Road surface complete with some ditch cleanup to be done in spring.
La Crete Lagoon Upgrade	2013/2014	In progress.
FV-43 <sup>rd</sup> Ave Water & Sewer Project	Summer 2014	This project is will commence in spring of 2014.

**Personnel Update:**

**Newly Hired** – David Fehr, Equipment Operator 1, La Crete

**Resigned** – Kevin Krahn, Equipment Operator 1, La Crete

With the resignation of Kevin we have one equipment operator position still vacant, the plan is to start advertising mid March when the logging industry starts to shut down for the season and operators become available.

**Other Comments:**

I will be away at the annual AWWOA seminar in Banff from March 10<sup>th</sup> to 14<sup>th</sup>.

Respectfully;

John Klassen  
 Director of Environmental Services & Operations  
 Mackenzie County

## MONTHLY REPORT TO THE CAO

For the month of February 2014

From: Byron Peters  
Director of Planning & Development

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Completed. Waiting for province to initiate the actual LUF process for the LPRP.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Leap frog development & business incentives	April 2014	Have compiled info on these topics, need to be further evaluated and bring forward a recommendation to incorporate the changes into policies/bylaws
Development Agreements	Spring 2014	Need to review, revise and implement new DA's.
Antenna System Siting Protocol	Spring 2014	Reviewing, and high lighting where we have decisions to make.
Community Investment Readiness package	April 2014	Will begin this once we have more business info to work from
Business License Bylaw	March 2014	Currently notifying businesses, compiling information. Over 250 businesses contacted to date, roughly 120 responses received. Many responses coming in now that we hit the March deadline

### Capital Projects

Projects	Timeline	Comments
Community Infrastructure Master Plans	March 2014	Should be receiving draft final for review any day. Will need to provide comments and wait for revisions.

Rural Addressing	2014	Article in County Image, will bring back summary to next council meeting
Airport Vicinity Protection Area	Spring 2014	Presented to IMPC, High Level to review to ensure compliance with Transport/Nav Canada requirements that they already follow. Copy sent to Rainbow Lake for their review.

**Personnel Update:**

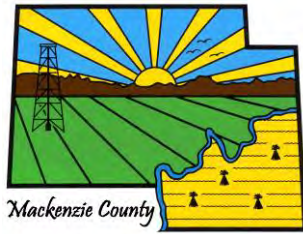
Nothing new to report at this time.

**Other Comments:**

Developing a work plan for economic development in order to best utilize resources and to further progress on some of the strategic priorities identified by Council.

Economic Development is a challenge, trying to better learn the role, capabilities, impacts, while balancing, short, mid and long term goals. Tough trying to get all the balls rolling, but good work is being done. Few tangible results to date, but have a pretty good understanding on what and how to tackle the challenge.

Planning Department is working effectively, catching up on bylaw/policy review, etc. Still more to be done, but slowly making progress on action list items. Developers starting to come in regarding subdivisions, re-zonings. No upswing in Development Permits yet.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<p><b>PUBLIC HEARING</b>  <b>Bylaw 931-14 Land Use Bylaw Amendment to Rezone Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, &amp; 10806-97<sup>th</sup> Ave, 10802 &amp; 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” (La Crete)</b></p>

**BACKGROUND / PROPOSAL:**

Bylaw 931-14, being the rezoning of Plan 102 6365, Block 38, Lot 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development, received first reading at the February 11, 2014 Council meeting.

The applicant would like to build one, eight (8) unit dwelling on lots 1 to 4 and one, four unit dwelling on lots 5 & 6. All these lots are located on the west end of La Crete in a Hamlet Residential 1B district “HR1B”. This district is different from “HR1A” where you must have an attached garage and no multi-family dwellings are allowed. Whereas, “HR1B” allows for a single family dwelling to not have an attached garage and allows for Dwelling-Duplex.

Between lots 4 and the back side of lots 5 & 6 there is a Public Utility Lane. The applicant is requesting that this Public Utility Lane be closed in order that he may purchase it, as his building layout encroaches onto the laneway. That bylaw is also being present at this meeting.

The Planning Department sees no additional concerns with the proposed rezoning request.

Bylaw 931-14 was presented to the Municipal Planning Commission (MPC) at their January 23, 2014 meeting where the following motion was made:

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

*That the Municipal Planning Commission recommendation to Council for Approval of Bylaw 9\_\_-14 being a Land Use Bylaw Amendment to rezone Plan 102 6365, Block 38, Lots 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development, subject to public input.*

The Planning Department has no issues with this request, since the area was already zoned for multiple family dwellings, the applicant could have applied to build a single duplex dwelling on every lot. This is essentially the same as to the planned condominium units.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address multi-family dwellings in the Municipality. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment was advertised as per MGA requirements in the Northern Pioneer on February 26, 2014 & March 5, 2014 as well as all adjacent landowners.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 931-14 being a Land Use Bylaw Amendment to rezone Plan 102 6365, Block 38, Lots 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development.

**MOTION 2**

That third reading be given to Bylaw 931-14 being a Land Use Bylaw Amendment to rezone Plan 102 6365, Block 38, Lots 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 931-14**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 931-14**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Condominium Development.

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

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

Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Avenue, 10802 & 9704-108<sup>th</sup> Street)

within the Hamlet of La Crete, be rezoned from Hamlet Residential District 1B "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development, as outlined in Schedule "A" hereto attached.

READ a first time this 11<sup>th</sup> day of February, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

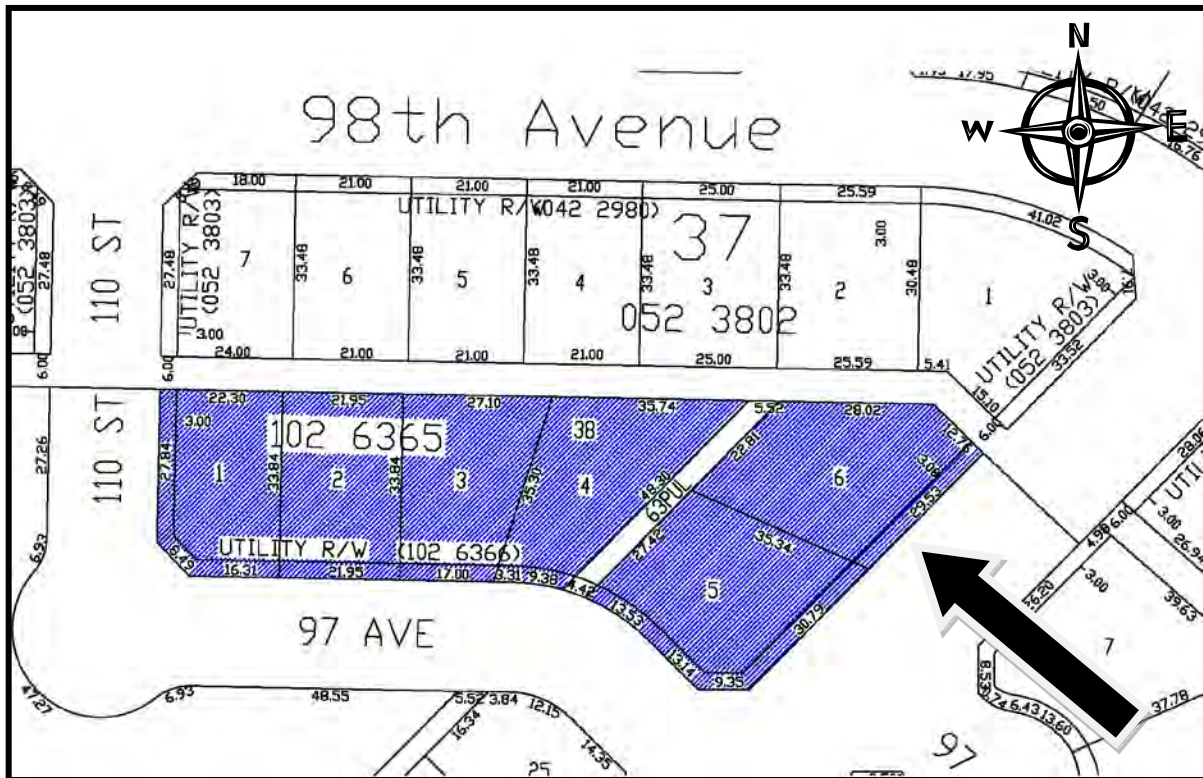
**BYLAW No. 931-14**

**SCHEDULE "A"**

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

Plan 102 6365, Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Avenue, 10802 & 9704-108<sup>th</sup> Street)

within the Hamlet of La Crete, be rezoned from Hamlet Residential District 1b "HR1B" to Hamlet Residential District 2 "HR2" to accommodate Condominium Development.



FROM: Hamlet Residential District 1B "HR1B"  
TO: Hamlet Residential 2 "HR2"



# LAND USE BYLAW AMENDMENT APPLICATION

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

*George Fehr*

NAME OF APPLICANT <i>ALPINE BUILDERS</i>		
ADDRESS <i>Box 1375</i>		
TOWN <i>LA CRETE AB</i>		
POSTAL CODE <i>104-240</i>	PHONE (RES.) <i>926 0973</i>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.) <i>97 Ave</i>	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT *(10910, 10906, 10902, 10806) (10851, 10802, 9704)*

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>102 6365</i>	BLK <i>38</i>	LOT <i>123456</i>
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR1A* TO: *HR*

REASONS SUPPORTING PROPOSED AMENDMENT:

*TO BUILD MULTIFAMILY Development*

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

APPLICANT *[Signature]* DATE *Dec 4/13*

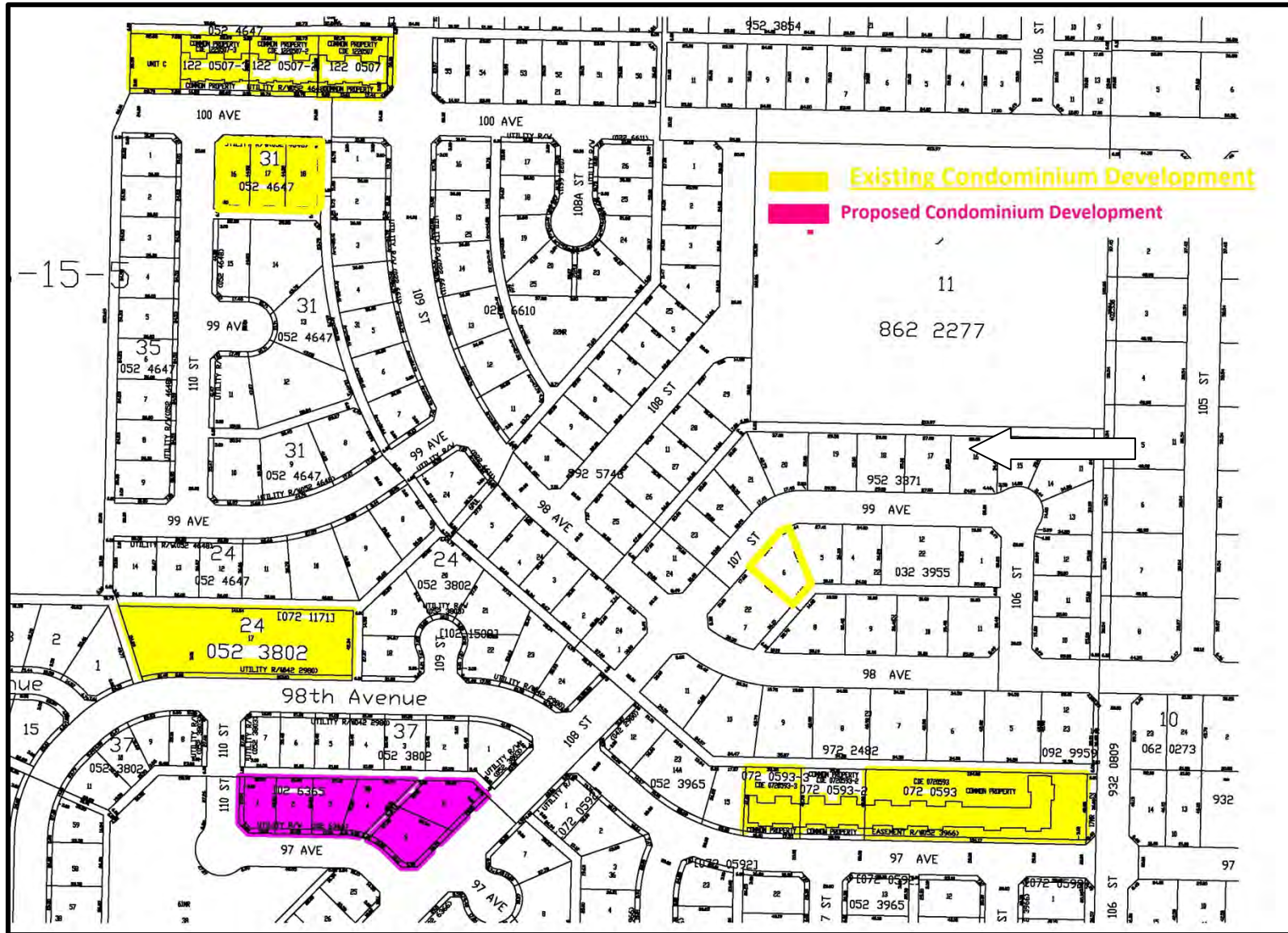
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER *[Signature]* DATE *Jan 7/14*

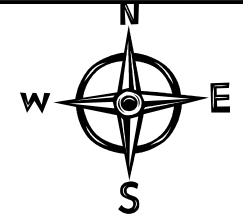


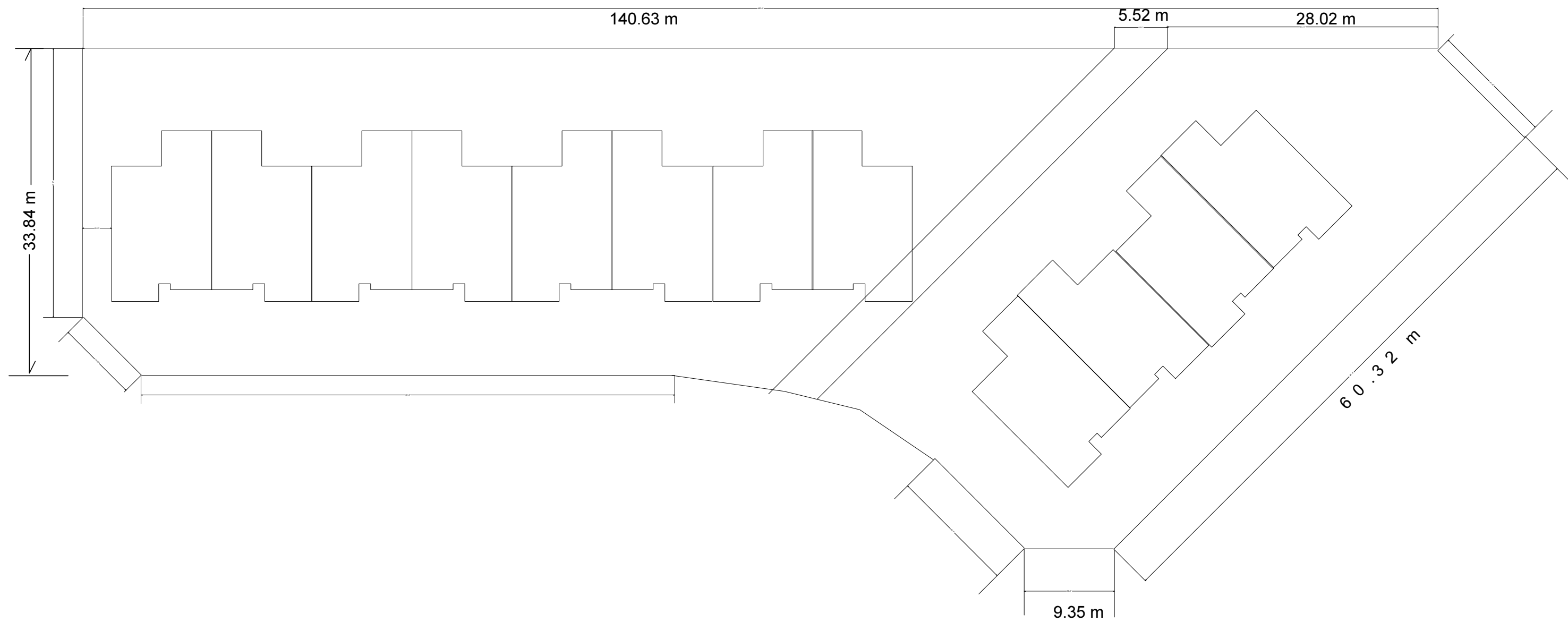
# LAND USE BYLAW 931-14

Plan 102 6365 Block 38, Lot 1 inclusive to Lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street)



Mackenzie County





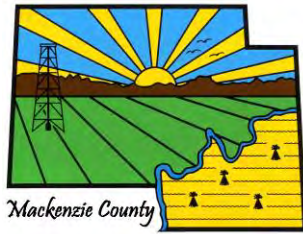
Drawn for

Drawn by  
**John Fehr**

BOX 405  
 LACRETE ALBERTA  
 T0H 2H0  
 PHONE (780) 926-1364

**HOMEOWNER & CONTRACTOR TO  
 VERIFY ALL DIMENSIONS, DETAILS  
 & BUILDING CODES & GRADE  
 REQUIREMENTS**

page 7 of



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 932-14 Land Use Bylaw Technical Change to add “Building Demolition or Removal”</b>

### **BACKGROUND / PROPOSAL:**

Bylaw 932-14, being a Land Use Bylaw amendment to add “Building Demolition or Removal” to Section 3.3, Section 5.2; All Hamlet Districts Permitted Uses; Sections 8.5 A., 8.6 A., 8.7 A. 1 & 2, 8.8 A., 8.9 A., 8.10 A., 8.11 A., 8.12 A., 8.13 A., 8.14 A., 8.15 A., 8.16 A., 8.17 A., 8.18 A., 8.19 A., 8.20 A., 8.21 A., 8.22 A., 8.23 A., 8.24 A., 8.25 A., 8.26 A., 8.32 A., 8.33 A., 8.34 A., 8.35 A., 8.36 A., and to Section 7 General Regulation of the Land Use Bylaw, received first reading at the February 11, 2014, Council meeting.

At the May 7, 2013 Council meeting, Council passed the following motion:

MOTION 13-05-319    *That administration bring back a proposed Land Use Bylaw amendment for structure removals within Hamlets.*

Many times buildings are removed or demolished without the County’s knowledge. Without proper notification of some type, the County’s taxation department will continue to assess the property with existing buildings.

It has been discussed that permits should be issued when anyone wants to remove or demolish a building. This will ensure proper notification to the taxation department; ensure adequate cleanup and the knowledge of where a building is being relocated.

Several different Land Use Bylaws were looked at to create a draft amendment to adequately suit our County’s requirements.

- 1) Add to **Section 3.3** the definition of “Building Demolition”

<b>Author:</b> L. Lambert Planner	<b>Reviewed by:</b> B. Peters	<b>CAO</b>
_____	_____	_____

**“Building Demolition”** means the pulling down, tearing down or razing of a building;

2) Add to **Section 5.2** “Permits not Required”

(l) demolition/removal of a building having a floor area of less than 18.58 m<sup>2</sup> (200 sq. ft.).

3) Add **“Building Demolition or Removal”** to all Hamlet District Uses as either Permitted or Discretionary.

4) Add to Section **Seven 7** - General Regulations

**7.5.1 BUILDING DEMOLITION OR REMOVAL**

- a) When a development permit is to be approved for the demolition or removal of a building, the Development Officer or the Municipal Planning Commission may require the applicant to provide a cash deposit or irrevocable letter of credit in such amount to cover costs of reclamation and damage to any public utility.
- b) Whenever a demolition or a removal of a building is carried out, the person causing the same to be made, shall at his own expense, protect from displacement any wall, sidewalk or roadway liable to be affected by such demolition and shall sustain, protect and underpin the same so that they will remain in the same condition as before the demolition or removal was commenced. Further, the person shall ensure that adequate measures shall be taken by way of fencing and screening to ensure public safety.
- c) Whenever a development permit is issued for the demolition or removal of a building it shall be a condition of the permit that the lot shall be cleaned, with all debris removed, and left in a graded condition after completion of the demolition.
- d) measures to be taken to ensure that the demolition is done in a safe and efficient manner and what measures are to be taken to ensure the disturbance and nuisances (dust, noise, debris, traffic, etc.) as a result of the demolition are mitigated or minimal;
- e) timelines for completion of demolition and site restoration project;
- f) a statement on the age, size and structural condition of the building; and
- g) a statement of proposed improvements to the building.



- h) salvage operation and stockpiling of building demolition material and fill from excavation; and
- i) site restoration and land reclamation upon building demolition (filling, grading, landscaping, etc.).

**7.5.2 RELOCATION OF BUILDINGS**

- a) Place on a parcel a building which has previously been erected or placed on a different parcel, or
- b) alter the location on a parcel of a building which has already been constructed on that parcel unless a development permit has been issued by the development authority.
- c) the development authority may require an application for a development permit to be accompanied with
  - d) recent color photographs showing all sides of the building;
  - e) a statement on the age, size and structural condition of the building; and
  - f) a statement of proposed improvements to the building.
- g) An application for a development permit may be approved by the development authority if the proposal meets all of the regulations specified under the appropriate Land Use District in which it is proposed to be located.
- h) Where a development permit has been granted for the relocation of a building either on the same parcel or from another parcel, the development authority may require the applicant to provide a performance bond of such amount to ensure completion of any renovations set out as a condition of approval of a permit.
- i) All structural and exterior renovations shall be completed within one year of the issuance of a development permit.

Bylaw 932-14 was presented to the Municipal Planning Commission at their January 23, 2014 meeting and approved the following motion:

**MOTION 14-008** *That the Municipal Planning Commission’s recommendation to Council is for the approval for Bylaw 9\_\_-14, being a Land Use Bylaw amendment to add “Building Demolition or Removal” to Section 3.3, Section 5.2; Sections 8. All Hamlet District Permitted Uses and to section 7 General Regulation of the Land Use Bylaw, subject to public hearing input.*

Author: L. Lambert Reviewed by: CAO

The Planning Department has no issues or concerns with this rezoning proposal.

**OPTIONS & BENEFITS:**

The benefit of adding “Building Demolition or Removal” to the LUB is to ensure that proper disposal and cleanup of a Hamlet site is maintained, as well as maintaining a accurate and current record for the Taxation Department. It will also notify the County of the potential demolition or removal of historical buildings.

**COSTS & SOURCE OF FUNDING:**

Costs will be limited to advertising, and will be borne by the Planning & Development departments operating budget.

**SUSTAINABILITY PLAN:**

Non Applicable

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 932-14, being a Land Use Bylaw amendment to add “Building Demolition or Removal” to Section 3.3, Section 5.2; All Hamlet Districts Permitted Uses; Sections 8.5 A., 8.6 A., 8.7 A. 1 & 2, 8.8 A., 8.9 A., 8.10 A., 8.11 A., 8.12 A., 8.13 A., 8.14 A., 8.15 A., 8.16 A., 8.17 A., 8.18 A., 8.19 A., 8.20 A., 8.21 A., 8.22 A., 8.23 A., 8.24 A., 8.25 A., 8.26 A., 8.32 A., 8.33 A., 8.34 A., 8.35 A., 8.36 A., and to Section 7 General Regulation of the Land Use Bylaw.

**MOTION 2**

That third reading be given to Bylaw 932-14, being a Land Use Bylaw amendment to add “Building Demolition or Removal” to Section 3.3, Section 5.2; All Hamlet Districts Permitted Uses; Sections 8.5 A., 8.6 A., 8.7 A. 1 & 2, 8.8 A., 8.9 A., 8.10 A., 8.11 A., 8.12 A., 8.13 A., 8.14 A., 8.15 A., 8.16 A., 8.17 A., 8.18 A., 8.19 A., 8.20 A., 8.21 A., 8.22 A., 8.23 A., 8.24 A., 8.25 A., 8.26 A., 8.32 A., 8.33 A., 8.34 A., 8.35 A., 8.36 A., and to Section 7 General Regulation of the Land Use Bylaw.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 932-14**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 932-14**

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

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to correct technical changes.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following changes:

Add to **Section 3.3** the definition of "Building Demolition"

**"Building Demolition"** means the pulling down, tearing down or razing of a building;

Add to **Section 5.2** "Permits not Required"

(l) demolition/removal of a building having a floor area of less than 18.58 m<sup>2</sup> (200 sq. ft.).

Add **BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)** to all Hamlet Districts Permitted Use sections.

**8.5 FORT VERMILION HAMLET COMMERCIAL CENTRE DISTRICT**  
**“HCC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO</li> <li>b) AMUSEMENT FACILITY</li> <li>c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>d) BUSINESS SUPPORT SERVICES</li> <li>e) CHURCH</li> <li>f) CLUB HOUSE</li> <li>g) CONVENIENCE STORE</li> <li>h) DAYCARE FACILITY</li> <li>i) GENERAL SERVICES ESTABLISHMENT</li> <li>j) INSTITUTIONAL USE</li> <li>k) LAUNDROMAT</li> <li>l) HANDICRAFT BUSINESS</li> <li>m) HOTEL</li> <li>n) LAUNDROMAT</li> <li>o) MEDICAL FACILITY</li> <li>p) MOTEL</li> <li>q) PAWN SHOP</li> <li>r) PROFESSIONAL OFFICE</li> <li>s) PUBLIC USE</li> <li>t) PUBLIC UTILITY LOT</li> <li>u) RESTAURANT</li> <li>v) RETAIL STORE</li> <li>w) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) BUS DEPOT</li> <li>b) Commercial Use + DWELLING - APARTMENT</li> <li>c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use</li> <li>d) DWELLING-APARTMENT</li> <li>e) DWELLING-MULTIPLE</li> <li>f) INTENSIVE RECREATIONAL USE</li> <li>g) LIQUOR STORE</li> <li>h) PUBLIC USE</li> <li>i) SERVICE STATION</li> <li>j) TRADESMEN’S BUSINESS</li> <li>k) VEHICLE WASH ESTABLISHMENT</li> <li>l) SIGNS</li> <li>m) VETERINARY CLINIC</li> </ul>

**8.6 FORT VERMILION HIGHWAY COMMERCIAL DISTRICT “HC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) AMUSEMENT FACILITY</li> <li>b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) CONVENIENCE STORE</li> <li>e) MEDICAL FACILITY</li> <li>f) INSTITUTIONAL USE</li> <li>g) PUBLIC UTILITY LOT</li> <li>h) TOURIST INFORMATION FACILITY</li> <li>i) TRADESMEN’S BUSINESS</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) HOTEL</li> <li>d) MOTEL</li> <li>e) PROFESSIONAL OFFICE</li> <li>f) RECREATIONAL VEHICLE PARK</li> <li>g) RECREATIONAL VEHICLE SALES AND SERVICE</li> <li>h) RESTAURANT</li> <li>i) RETAIL GARDEN CENTRE</li> <li>j) RETAIL STORE</li> <li>k) SERVICE STATION</li> <li>l) SIGNS</li> </ul>

**8.7 FORT VERMILION LIMITED GENERAL INDUSTRIAL DISTRICT (LGI)**

**1. LIGHT INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ACCESSORY b) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> d) BUSINESS SUPPORT SERVICES e) CONTRACTORS SERVICE f) EQUIPMENT RENTALS FACILITY g) PUBLIC UTILITY LOT h) TRADESMEN'S BUSINESS i) VEHICLE WASH ESTABLISHMENT	a) AGRICULTURAL MACHINERY SALES AND SERVICE b) BULK FUEL AND PROPANE SALES c) BUILDING SUPPLY CENTRE d) CARDLOCK e) CONTRACTOR'S BUSINESS/YARD f) HIGHWAY MAINTENANCE YARD g) LIGHT MANUFACTURING h) MANUFACTURED HOME SALES AND SERVICE i) RECYCLING FACILITY j) SEA CAN j) SIGNS k) WAREHOUSE l) WELDING SHOP

**2. HEAVY INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) PUBLIC UTILITY LOT</li> <li>d) TRADESMEN'S BUSINESS</li> <li>e) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICE</li> <li>b) AUTO SALVAGE</li> <li>c) CARDLOCK</li> <li>d) CARETAKER'S RESIDENCE/SECURITY SUITE</li> <li>e) CONTRACTOR'S BUSINESS YARD</li> <li>f) CONCRETE PRODUCTS MANUFACTURING</li> <li>g) EQUIPMENT RENTAL FACILITY</li> <li>h) GRAIN ELEVATOR</li> <li>i) HIGHWAY MAINTENANCE YARD</li> <li>j) LUMBER YARD</li> <li>k) OIL FIELD SERVICE</li> <li>l) OIL FIELD SUPPORT SERVICES</li> <li>m) SEA CAN</li> <li>n) STORAGE YARD</li> <li>o) SIGNS</li> <li>p) TRUCK STOP</li> <li>q) WAREHOUSE</li> <li>r) BULK FERTILIZER STORAGE AND/OR SALES</li> </ul>



**8.8 HAMLET COUNTRY RESIDENTIAL 1 “HCR1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) DWELLING - SINGLE FAMILY d) GARAGE - ATTACHED e) GARAGE - DETACHED	a) BED AND BREAKFAST BUSINESS b) DWELLING - SHOW HOME c) HOME BASED BUSINESS d) MANUFACTURED HOME - DOUBLE WIDE e) MANUFACTURED HOME - MODULAR f) MANUFACTURED HOME - SINGLE WIDE g) SECONDARY SUITE

**8.9 HAMLET COUNTRY RESIDENTIAL 2 “HCR2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - DOUBLE WIDE f) MANUFACTURED HOME - MODULAR g) MANUFACTURED HOME - SINGLE WIDE	a) BED AND BREAKFAST BUSINESS b) DWELLING - SINGLE FAMILY c) DWELLING - SHOW HOME d) HOME BASED BUSINESS e) SECONDARY SUITE

**8.10 HAMLET INDUSTRIAL 1 “HI1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ACCESSORY b) AGRICULTURAL MACHINERY SALES AND SERVICE c) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES d) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> e) BUSINESS SUPPORT SERVICES f) CONTRACTOR’S SERVICE g) EQUIPMENT RENTALS FACILITY h) PUBLIC UTILITY LOT i) TRADESMEN’S BUSINESS j) VEHICLE WASH ESTABLISHMENT	a) BUILDING SUPPLY CENTRE b) CARDLOCK c) CONTRACTOR’S BUSINESS/YARD d) MACHINE SHOP e) MANUFACTURED HOME SALES AND SERVICE f) MANUFACTURING FIRM g) RECYCLING FACILITY h) SEA CAN i) SHOP j) SIGNS k) STORAGE YARD l) WELDING SHOP

**8.11 HAMLET INDUSTRIAL 2 “HI2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EQUIPMENT RENTALS FACILITY</li> <li>e) PUBLIC UTILITY LOT</li> <li>f) TRADESMEN’S BUSINESS</li> <li>g) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTO SALVAGE</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) BULK FERTILIZER STORAGE AND/OR SALES</li> <li>d) CARDLOCK</li> <li>e) CONCRETE PRODUCTS MANUFACTURING</li> <li>f) CONTRACTOR’S BUSINESS/YARD</li> <li>g) ENVIRO-TANK</li> <li>h) EQUIPMENT RENTAL FACILITY</li> <li>i) GRAIN ELEVATOR</li> <li>j) INDUSTRIAL PLANT</li> <li>k) MACHINE SHOP</li> <li>l) MANUFACTURING FIRM</li> <li>m) OIL FIELD SERVICE</li> <li>n) RECYCLING FACILITY</li> <li>o) SEA CAN</li> <li>p) SHOP</li> <li>q) SIGNS</li> <li>r) STORAGE YARD</li> <li>s) WAREHOUSE</li> <li>t) WASTE TRANSFER STATION</li> </ul>

**8.12 HAMLET RESIDENTIAL 1 “HR1” (Replaces former HR1 and HR2 of Bylaw 462-04)**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b> c) DWELLING - SINGLE FAMILY d) GARAGE – ATTACHED e) GARAGE - DETACHED f) MANUFACTURED HOME - DOUBLE WIDE g) MANUFACTURED HOME - MODULAR h) MANUFACTURED HOME - SINGLE WIDE	a) BED AND BREAKFAST BUSINESS b) DWELLING - DUPLEX c) DWELLING – ROW d) DWELLING - SHOW HOME e) HOME BASED BUSINESS f) SECONDARY SUITE

**8.13 HAMLET RESIDENTIAL 1A “HR1A”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 9__-14)</b> c) DWELLING - SINGLE FAMILY with GARAGE - ATTACHED	a) DWELLING - SHOW HOME b) GARAGE – DETACHED c) HOME BASED BUSINESS d) SECONDARY SUITE

**8.14 HAMLET RESIDENTIAL 1B “HR1B”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 9__-14) c) DWELLING - SINGLE FAMILY d) GARAGE - ATTACHED e) GARAGE - DETACHED	a) DWELLING – DUPLEX b) DWELLING - SHOW HOME c) HOME BASED BUSINESS d) SECONDARY SUITE

**8.15 HAMLET RESIDENTIAL 2 “HR2” (Replaces former HR3 and HR4 of Bylaw 462-04)**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) DWELLING - DUPLEX d) DWELLING - ROW	a) DWELLING - APARTMENT b) DWELLING - GROUP HOME c) DWELLING – MULTIPLE e) DWELLING - SHOW HOME d) DWELLING - SINGLE FAMILY e) GARAGE – ATTACHED f) GARAGE - DETACHED

**8.16 HUTCH LAKE RECREATION “HLR”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) COTTAGE d) DECK, (including a DECK screen enclosure, a DECK awning/canopy) for the recreation vehicle or COTTAGE e) YARD SITE DEVELOPMENT	a) GARAGE - DETACHED

**8.17 LA CRETE GENERAL COMMERCIAL DISTRICT “GC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>b) BUS DEPOT</li> <li>c) HOTEL</li> <li>d) MOTEL</li> <li>e) PROFESSIONAL OFFICE</li> <li>f) PUBLIC UTILITY LOT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BUILDING SUPPLY CENTRE</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EXHIBITION GROUNDS</li> <li>e) INTENSIVE RECREATIONAL USE</li> <li>f) MANUFACTURED HOME SALES AND SERVICE</li> <li>g) RECREATIONAL VEHICLE PARK</li> <li>h) RECREATIONAL VEHICLE SALES AND SERVICE</li> <li>i) RESTAURANT</li> <li>j) RETAIL GARDEN CENTRE</li> <li>k) RECYCLING FACILITY</li> <li>l) SERVICE STATION</li> <li>m) SIGNS</li> <li>n) VEHICLE WASH ESTABLISHMENT</li> </ul>

**8.18 LA CRETE HIGHWAY COMMERCIAL DISTRICT “HC2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) AMUSEMENT FACILITY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) CONVENIENCE STORE</li> <li>e) LAUNDROMAT</li> <li>f) HOTEL</li> <li>g) MEDICAL FACILITY</li> <li>h) MOTEL</li> <li>i) PROFESSIONAL FACILITY</li> <li>j) PUBLIC UTILITY LOT</li> <li>k) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) BUS DEPOT</li> <li>d) RESTAURANT</li> <li>e) RETAIL GARDEN CENTRE</li> <li>f) RETAIL STORE</li> <li>g) SERVICE STATION</li> <li>h) SIGNS</li> <li>i) VEHICLE WASH ESTABLISHMENT</li> <li>j) PAWN SHOP</li> <li>k) WAREHOUSE</li> <li>l) VETERINARY CLINIC</li> </ul>

**8.19 LA CRETE TOWN CENTRE DISTRICT “TC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO</li> <li>b) AMUSEMENT FACILITY</li> <li>c) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>d) BUSINESS SUPPORT SERVICES</li> <li>e) CHURCH</li> <li>f) CLUB HOUSE</li> <li>g) CONVENIENCE STORE</li> <li>h) DAY CARE FACILITY</li> <li>i) GENERAL SERVICES ESTABLISHMENT</li> <li>j) INSTITUTIONAL USE</li> <li>k) LAUNDROMAT</li> <li>l) HANDICRAFT BUSINESS</li> <li>m) HOTEL</li> <li>n) MEDICAL FACILITY</li> <li>o) MOTEL</li> <li>p) PROFESSIONAL OFFICE</li> <li>q) PUBLIC USE</li> <li>r) PUBLIC UTILITY LOT</li> <li>s) RESTAURANT</li> <li>t) RETAIL STORE</li> <li>u) TOURIST INFORMATION FACILITY</li> </ul>	<ul style="list-style-type: none"> <li>a) BUS DEPOT</li> <li>b) Commercial Use + DWELLING - APARTMENT</li> <li>c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use</li> <li>d) DWELLING-APARTMENT</li> <li>e) DWELLING-MULTIPLE</li> <li>f) DWELLING-ROW</li> <li>g) PUBLIC USE</li> <li>h) SERVICE STATION</li> <li>i) TRADESMENS BUSINESS</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> <li>k) SIGNS</li> <li>l) PAWN SHOP</li> <li>m) VETERINARY CLINIC</li> <li>n) MANUFACTURED HOME – SINGLE WIDE</li> </ul>



**8.20 MANUFACTURED HOME COMMUNITY “MHC”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) LAUNDROMAT d) MANUFACTURED HOME COMMUNITY OFFICE e) MANUFACTURED HOME - SINGLE WIDE	a) CONVENIENCE STORE b) GARAGE – ATTACHED c) GARAGE – DETACHED d) PUBLIC USE e) RECREATIONAL CENTER OR LODGE f) STORAGE YARD

**8.21 MANUFACTURED HOME SUBDIVISION 1 “MHS1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - SINGLE WIDE f) MANUFACTURED HOME - DOUBLE WIDE	a) HOME BASED BUSINESS

**8.22 MANUFACTURED HOME SUBDIVISION 2 “MHS2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) GARAGE - ATTACHED d) GARAGE - DETACHED e) MANUFACTURED HOME - DOUBLE WIDE f) MANUFACTURED HOME - SINGLE WIDE	a) Addition to Existing DWELLING - SINGLE FAMILY b) HOME BASED BUSINESS

**8.23 PUBLIC/INSTITUTIONAL “P”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) b) CHURCH c) DAY CARE FACILITY d) HOSPITAL e) INSTITUTIONAL USE f) MUSEUM g) PARK h) PARSONAGE i) PLAYGROUND j) PROFESSIONAL OFFICE k) PUBLIC USE l) SENIOR CITIZEN HOUSING m) SCHOOL n) TOURIST INFORMATION FACILITY	a) DWELLING - GROUP HOME b) Dwelling in Association with MEDICAL FACILITY c) INTENSIVE RECREATIONAL USE d) TEMPORARY/PORTABLE UNIT

**8.24 RECREATION “REC”**

A. PERMITTED USES	B. DISCRETIONARY USES
<p>a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</p> <p>b) INSTITUTIONAL USE</p> <p>c) PARK</p> <p>d) TOURIST INFORMATION FACILITY</p>	<p>a) CAMPGROUND</p> <p>b) CARETAKERS RESIDENCE/SECURITY SUITE</p> <p>c) CLUB HOUSE</p> <p>d) CONVENIENCE STORE accessory to the principal use</p> <p>e) EXHIBITION GROUNDS 1</p> <p>f) EXHIBITION GROUNDS 2</p> <p>g) EXTENSIVE RECREATIONAL USE</p> <p>h) INTENSIVE RECREATIONAL USE</p> <p>i) MUSEUM</p> <p>j) PUBLIC USE</p> <p>k) RECREATIONAL VEHICLE PARK</p> <p>l) RIFLE/SKEET RANGE</p>

**8.25 RECREATION 2 “REC 2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<p>a) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b>                      b) INSTITUTIONAL USE                      c) PARK                      d) TOURIST INFORMATION FACILITY</p>	<p>a) CAMPGROUND                      b) CARETAKERS RESIDENCE/SECURITY SUITE                      c) CLUB HOUSE                      d) CONVENIENCE STORE accessory to the principal use                      e) EXHIBITION GROUNDS 1                      f) EXHIBITION GROUNDS 2                      g) EXTENSIVE RECREATIONAL USE                      h) INTENSIVE RECREATIONAL USE                      i) MUSEUM                      j) PUBLIC USE                      k) RECREATIONAL VEHICLE PARK                      l) RIFLE/SKEET RANGE                      m) Uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours</p>

**8.26 RESIDENTIAL CONDOMINIUM DISTRICT “RCD”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<p>a) ANCILLARY BUILDING/SHED/structure less than 92m<sup>2</sup>                      b) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b>                      c) DWELLING - SINGLE FAMILY                      d) GARAGE - ATTACHED</p>	<p>a) ANCILLARY BUILDING/SHED/Structure 92 m<sup>2</sup> or greater                      b) DWELLING - DUPLEX                      c) PARK                      d) PUBLIC USE                      e) SIGN                      f) GARAGE - DETACHED                      g) INTENSIVE RECREATIONAL USE                      h) Ponds</p>

**8.32 URBAN FRINGE “UF”**

<b>A. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHED
b) BED AND BREAKFAST BUSINESS
<b>c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b>
d) CHURCH
e) COMMUNICATION TOWER
f) CEMETERY
g) DWELLING - SINGLE FAMILY
h) EXTENSIVE AGRICULTURE
i) FARM SUBSIDIARY BUSINESS
j) GARAGE - ATTACHED
k) GARAGE - DETACHED
l) GARDEN SUITE
m) HOME BASED BUSINESS
n) INSTITUTIONAL USE
o) INTENSIVE AGRICULTURE 1
p) KEEPING OF LIVESTOCK ( <b>BYLAW 857-12</b> )
q) MANUFACTURED HOME - SINGLE WIDE
r) MANUFACTURED HOME - DOUBLE WIDE
s) MANUFACTURED HOME – MODULAR
t) SHOP
u) TEMPORARY/PORTABLE UNIT
v) VETERINARY CLINIC

**8.33 ZAMA CITY INDUSTRIAL “ZI”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ANCILLARY BUILDING/SHOP b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) CONTRACTOR’S BUSINESS/YARD d) MACHINE SHOP e) SEA CAN f) SHOP g) STORAGE YARD h) TRADESMEN’S BUSINESS i) TRUCK STOP j) VEHICLE WASH ESTABLISHMENT k) WELDING SHOP	a) AUTO SALVAGE b) BULK FERTILIZER STORAGE AND/OR SALES c) BULK FUEL/PROPANE SALES d) CARDLOCK e) CARETAKER’S SUITE/SECURITY SUITE f) CONCRETE PRODUCTS MANUFACTURING g) ENVIRO-TANK h) EQUIPMENT RENTAL FACILITY i) FOREST BASED FACILITY j) GRAIN ELEVATOR k) HIGHWAY MAINTENANCE YARD l) INDUSTRIAL CAMP m) INDUSTRIAL PLANT n) INDUSTRIAL, GENERAL o) MANUFACTURING FIRM p) OIL AND GAS FACILITIES q) OIL FIELD SERVICE r) PETROLEUM FACILITY s) PRESSURE VESSEL STORAGE t) SIMILAR INDUSTRIAL USES AS THE DEVELOPMENT AUTHORITY MAY CHOOSE TO PERMIT FROM TIME TO TIME.

**8.34 ZAMA CITY MIXED USE “ZMU”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) AMUSEMENT FACILITY b) ANCILLARY BUILDING/SHED c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) d) CHURCH e) CLUB HOUSE f) CONVENIENCE STORE g) DAY CARE FACILITY h) GENERAL SERVICES ESTABLISHMENT i) LAUNDROMAT j) MEDICAL FACILITY k) PROFESSIONAL OFFICE l) PUBLIC USE m) PUBLIC UTILITY LOT n) RESTAURANT o) RETAIL STORE p) SERVICE STATION q) TRADESMEN’S BUSINESS r) INSTITUTIONAL USE	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) CARDLOCK c) CARETAKERS RESIDENCE/SECURITY SUITE d) CONTRACTOR’S BUSINESS/YARD e) DWELLING – APARTMENT f) DWELLING – ROW g) EQUIPMENT RENTALS FACILITY h) GARAGE – ATTACHED i) GARAGE – DETACHED j) HOME BASED BUSINESS k) INDUSTRIAL CAMP l) INTENSIVE RECREATIONAL USE m) LIQUOR STORE n) LUMBER YARD o) MOTEL or HOTEL p) OIL FIELD SERVICE q) OWNER/OPERATOR BUSINESS 2 r) SECONDARY USE OF MANUFACTURED HOME – DOUBLE WIDE s) SEA CAN t) MANUFACTURED HOME – MODULAR u) MANUFACTURED HOME - SINGLE WIDE v) SHOP s) SIGNS t) STORAGE YARD w) TEMPORARY/PORTABLE UNIT x) TRUCK STOP y) VEHICLE WASH ESTABLISHMENT z) WELDING SHOP

**8.35 ZAMA CITY RESIDENTIAL “ZR”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) <b>BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</b></li> <li>b) DWELLING – DUPLEX</li> <li>c) DWELLING - SINGLE FAMILY</li> <li>d) GARAGE - ATTACHED</li> <li>e) GARAGE - DETACHED</li> <li>f) HOME BASED BUSINESS</li> <li>g) MANUFACTURED HOME - DOUBLE WIDE</li> <li>h) MANUFACTURED HOME – MODULAR</li> <li>i) MANUFACTURED HOME - SINGLE WIDE</li> </ul>	<ul style="list-style-type: none"> <li>a) BED AND BREAKFAST BUSINESS</li> <li>b) DWELLING – ROW</li> <li>c) DWELLING - SHOW HOME</li> <li>d) GARDEN SUITE</li> <li>e) SECONDARY SUITE</li> </ul>



**8.36 ZAMA CITY RESIDENTIAL-BUSINESS “ZRB”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHOP b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) DWELLING - DUPLEX d) DWELLING - SINGLE FAMILY e) GARAGE - ATTACHED f) GARAGE - DETACHED g) HOME BASED BUSINESS h) MANUFACTURED HOME - DOUBLE WIDE i) MANUFACTURED HOME - MODULAR j) MANUFACTURED HOME - SINGLE WIDE k) OWNER/OPERATOR BUSINESS 2	a) BED AND BREAKFAST BUSINESS b) DWELLING – ROW c) DWELLING - SHOW HOME d) GARDEN SUITE e) SECONDARY SUITE f) CONTRACTOR’S SERVICE g) INDUSTRIAL CAMPS h) OWNER/OPERATOR BUSINESS 1 i) OIL FIELD SERVICES

Add to Section **Seven 7** - General Regulations

**7.5.1 BUILDING DEMOLITION OR REMOVAL**

- a) When a development permit is to be approved for the demolition or removal of a building, the Development Officer or the Municipal Planning Commission may require the applicant to provide a cash deposit or irrevocable letter of credit in such amount to cover costs of reclamation and damage to any public utility.
- b) Whenever a demolition or a removal of a building is carried out, the person causing the same to be made, shall at his own expense, protect from displacement any wall, sidewalk or roadway liable to be affected by such demolition and shall sustain, protect and underpin the same so that they will remain in the same condition as before the demolition or removal was commenced. Further, the person shall ensure that adequate measures shall be taken by way of fencing and screening to ensure public safety.

- c) Whenever a development permit is issued for the demolition or removal of a building it shall be a condition of the permit that the lot shall be cleaned, with all debris removed, and left in a graded condition after completion of the demolition.
- d) measures to be taken to ensure that the demolition is done in a safe and efficient manner and that measures are to be taken to ensure the disturbance and nuisances (dust, noise, debris, traffic, etc.) as a result of the demolition are mitigated or minimal;
- e) timelines for completion of demolition and site restoration project;
- f) recent color photographs showing all sides of the building;
- g) a statement on the age, size and structural condition of the building;
- h) salvage operation and stockpiling of building demolition material and fill from excavation; and
- i) site restoration and land reclamation upon building demolition (filling, grading, landscaping, etc.).

#### **7.5.2 RELOCATION OF BUILDINGS**

- a) Place on a parcel a building which has previously been erected or placed on a different parcel, or
- b) alter the location on a parcel of a building which has already been constructed on that parcel unless a development permit has been issued by the development authority.
- c) the development authority may require an application for a development permit to be accompanied with
- d) recent color photographs showing all sides of the building;
- e) a statement on the age, size and structural condition of the building; and
- f) a statement of proposed improvements to the building.

- g) An application for a development permit may be approved by the development authority if the proposal meets all of the regulations specified under the appropriate Land Use District in which it is proposed to be located.
- h) Where a development permit has been granted for the relocation of a building either on the same parcel or from another parcel, the development authority may require the applicant to provide a performance bond of such amount to ensure completion of any renovations set out as a condition of approval of a permit.
- i) All structural and exterior renovations shall be completed within one year of the issuance of a development permit.

READ a first time this 11<sup>th</sup> day of February, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

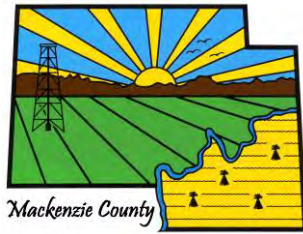
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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer





## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<p><b>PUBLIC HEARING</b>  <b>Bylaw 933-14 Land Use Bylaw Amendment to Rezone Part of NE 31-109-18-W5M from Agriculture “A” to Rural General Industrial 2 “RI2” (High Level Rural East)</b></p>

**BACKGROUND / PROPOSAL:**

Bylaw 933-14, being the rezoning of Part of NE 31-109-18-W5M from Agricultural “A” to Rural General Industrial 2 “RI2” for the purpose of subdividing an existing Commercial/Industrial yardsite, received first reading at the February 11, 2014, Council meeting.

The existing site consists of a large shop, a hanger, several outbuildings and a security suite (Mobile Home) as well as a large dugout for water supply.

Starting in 2008, Wolverine Ford operated their small engines repair and maintenance shop from this location for several years, they have since moved out to a new location within the Town of High Level. Prior to Wolverine Ford, this location was primary used as a commercial site.

The applicant is looking to purchase the land with the shop and other buildings along with the dugout for the purposes of continuing a commercial/industrial type development, such as a Contractor’s Business and Yard. The amount of land this would involve is over the 10 ac size allocation for agricultural subdivisions.

The applicant was advised by the Planning Department to try requesting for a rezoning to Rural General Industrial 2 “RI2” which would allow the 17 ac + - required for the whole yardsite.

Being that this particular portion of land has been used as commercial/industrial development for many years without causing any issues that the Planning Department is aware of, the Planning Department has no issues or concerns with this rezoning

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

proposal, pending on Alberta Transportations approval. As the location of this land is directly adjacent to Highway 58, the application will have to be forward to Alberta Transportation for their comments and review. This location is not within the Inter-municipal Planning Area.

Bylaw 933-14 was presented to the Municipal Planning Commission at their January 23, 2014 meeting and approved the following motion:

**MOTION 14-009** *That the Municipal Planning Commission’s recommendation to Council is for the approval of Bylaw 9---14 being the rezoning of Part of NE 31-109-18-W5M from Agricultural “A” to Rural General Industrial 2 “RC2” for the purpose of subdividing an existing Commercial/Industrial yardsite.*

The Planning Department has no issues or concerns with this rezoning request.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

Under Step III: Social and Cultural Sustainability

Goal S1 States that: Each County Hamlet and rural area hosts a concentration of social, cultural and commercial activity in one strategic location.

Aside from Goal S1, the Sustainability Plan does not address commercial development on agricultural land. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment was advertised as per MGA requirements in the Echo on February 26, 2014 & March 5, 2014 as well as notifications sent to all adjacent landowners

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 933-14 being a Land Use Bylaw Amendment to rezone Part of NE 31-109-18-W5M from Agricultural "A" to Rural General Industrial 2 "RC2" for the purpose of subdividing an existing Commercial/Industrial yardsite.

**MOTION 2**

That third reading be given to Bylaw 933-14 being a Land Use Bylaw Amendment to rezone Part of NE 31-109-18-W5M from Agricultural "A" to Rural General Industrial 2 "RC2" for the purpose of subdividing an existing Commercial/Industrial yardsite.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 933-14**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**



**BYLAW NO. 933-14**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Commercial/Industrial type Development.

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

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

Part of NE 31-109-18-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Rural General Industrial 2 "RI2", as outlined in Schedule "A" hereto attached.

READ a first time this 11<sup>th</sup> day of February, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

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Bill Neufeld  
Reeve

---

Joulia Whittleton  
Chief Administrative Officer

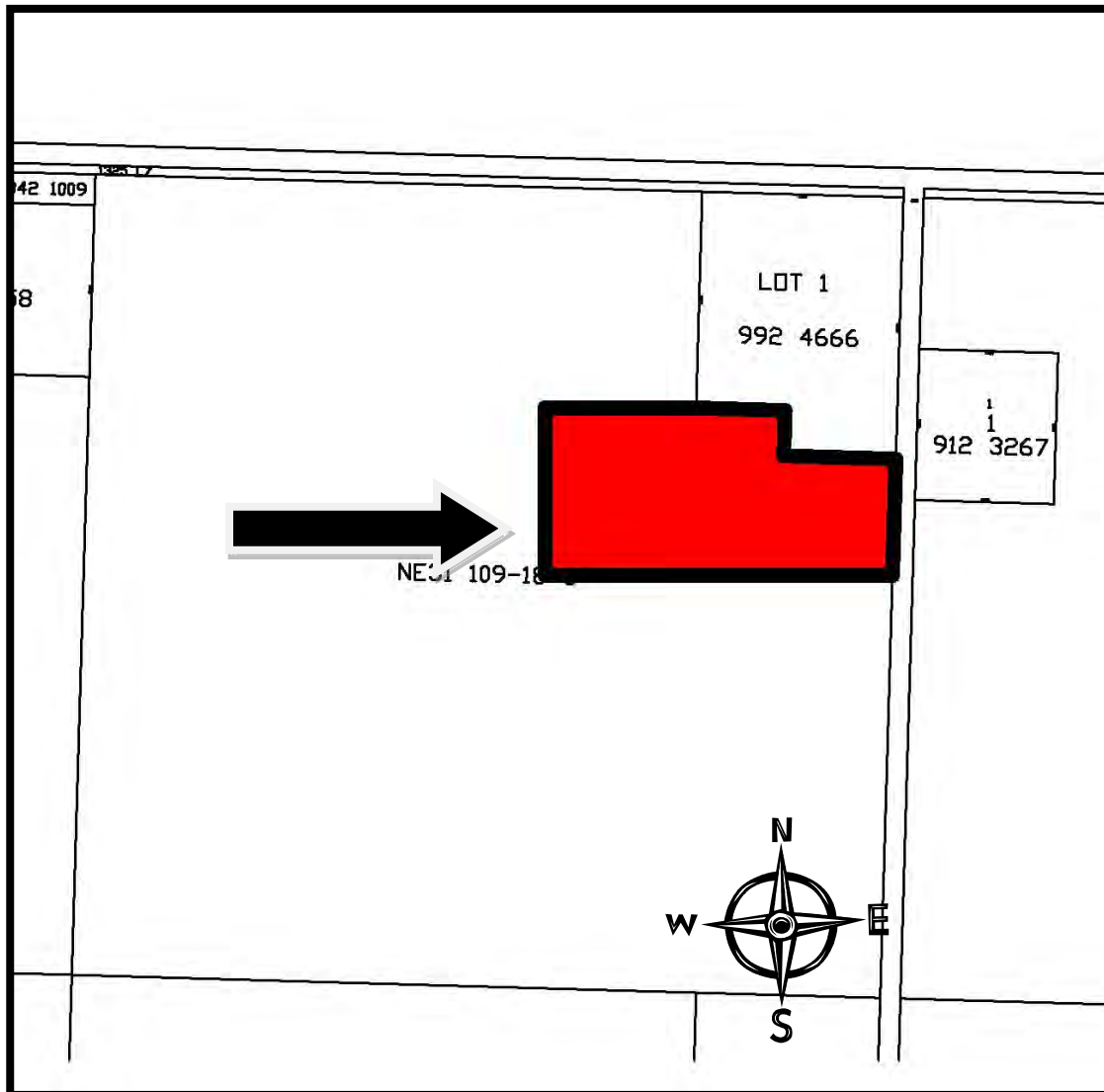
**BYLAW No. 933-14**

**SCHEDULE "A"**

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

Part of NE 31-109-18-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Rural General Industrial 2 "RI2", as outlined.



FROM: Agricultural "A"

TO: Rural General Industrial 2 "RI2"

March 3, 2014

Our File: 2512 – (5-18-109-31 NE)

Your File: Bylaw 933-14

Ms. Liane Lambert  
Mackenzie County  
P.O. Box 1690  
LaCrete, Alberta T0H 2H0

Dear Ms. Lambert,

**Re: Proposed Land Use Bylaw Amendment  
South of Highway 58; NE 31-109-18 W5M  
Mackenzie County**

Thank you for your email of February 25, 2014 regarding the land use bylaw amendment.

The department does not object to the proposed land use redesignation, but the development will require a permit from this office. The existing intersection is a Type I and the department may require a TIA to be completed as part of the development permit process.

Please call me at (780) 624-6372 if you have any questions regarding this matter.

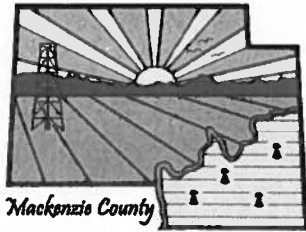
Yours truly,



Marlene Lavoie  
Development and Planning Technologist

ML

cc: Rommel Directo, Alberta Transportation, High Level



**Mackenzie County**  
**P.O. Box 1690, La Crete Alberta T0H 2H0**  
**Phone (780) 928-3983 Fax (780) 928-3636**

**DATE: February 25, 2014**  
**FILE: Bylaw 933-14**  
**THIS ITEM IS SENT BY FAX ONLY**

**OWNERS: Jarius Krahn**  
**LEGAL: Part of NE 31-109-18-W5M**  
**PROPOSED LAND USE: Agriculture "A"**  
**DEVELOPER/AGENT/SURVEYOR:**

Please provide us with your agencies comments regarding the proposed Land Use Bylaw Amendment by Friday, March 7, 2014. Please mark any required easements or utility rights-of-way on the attached sketch as well as any additional comments.

Yours truly,

Liane Lambert,  
Planner

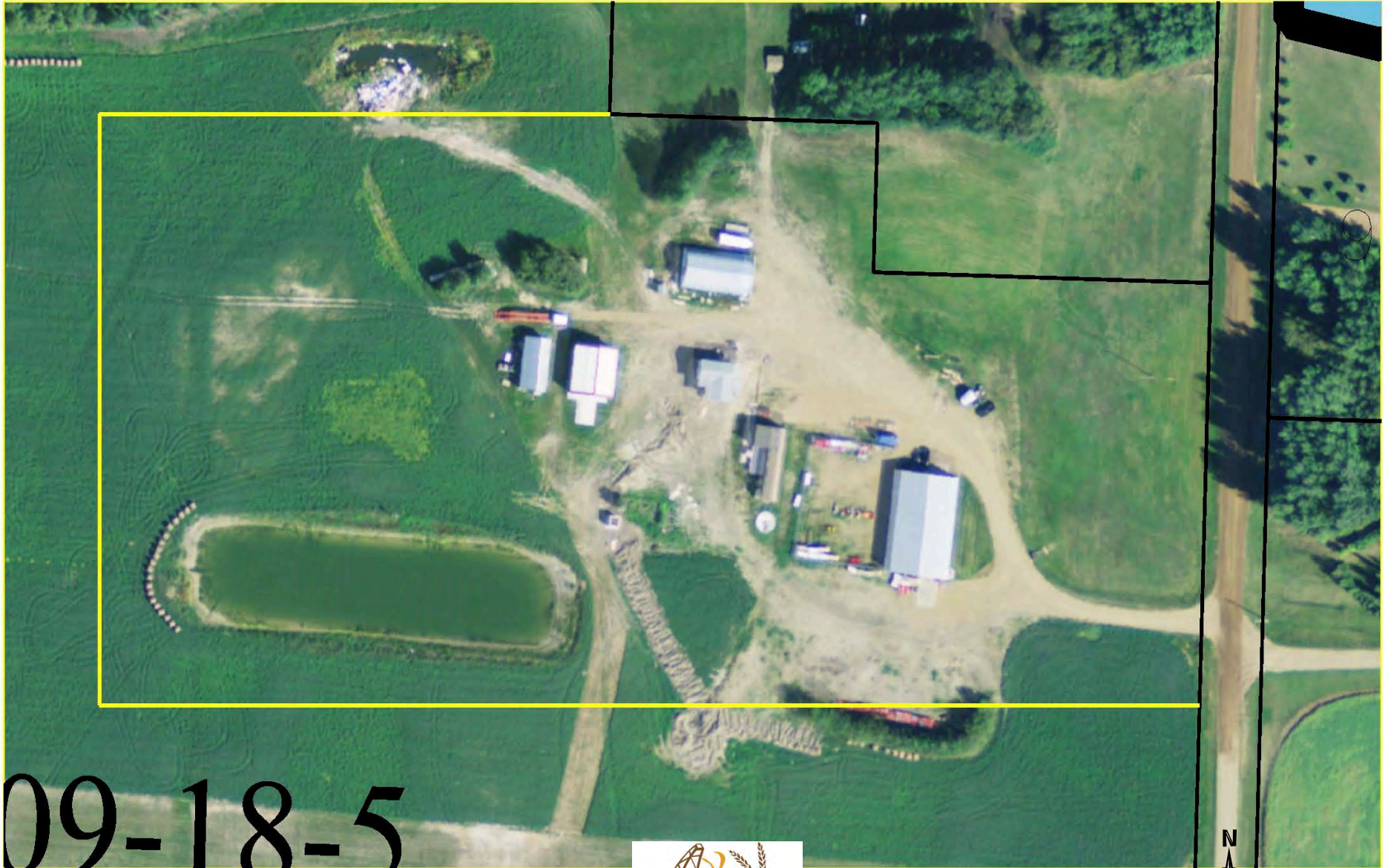
- Alberta Transportation –Fax - 780-624-2440 marlene.lavoie@gov.ab.ca

.....  
**COMMENTS:**

**SIGNATURE** \_\_\_\_\_

Comments received may be deemed public information

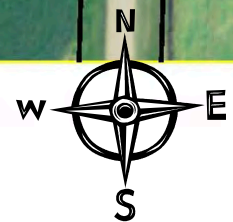
LAND USE BYLAW 933-14  
Pt. of NE 31-109-18-W5M



09-18-5



Mackenzie County





# LAND USE BYLAW 933-14

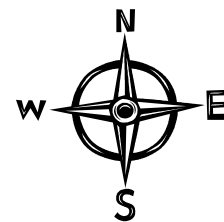
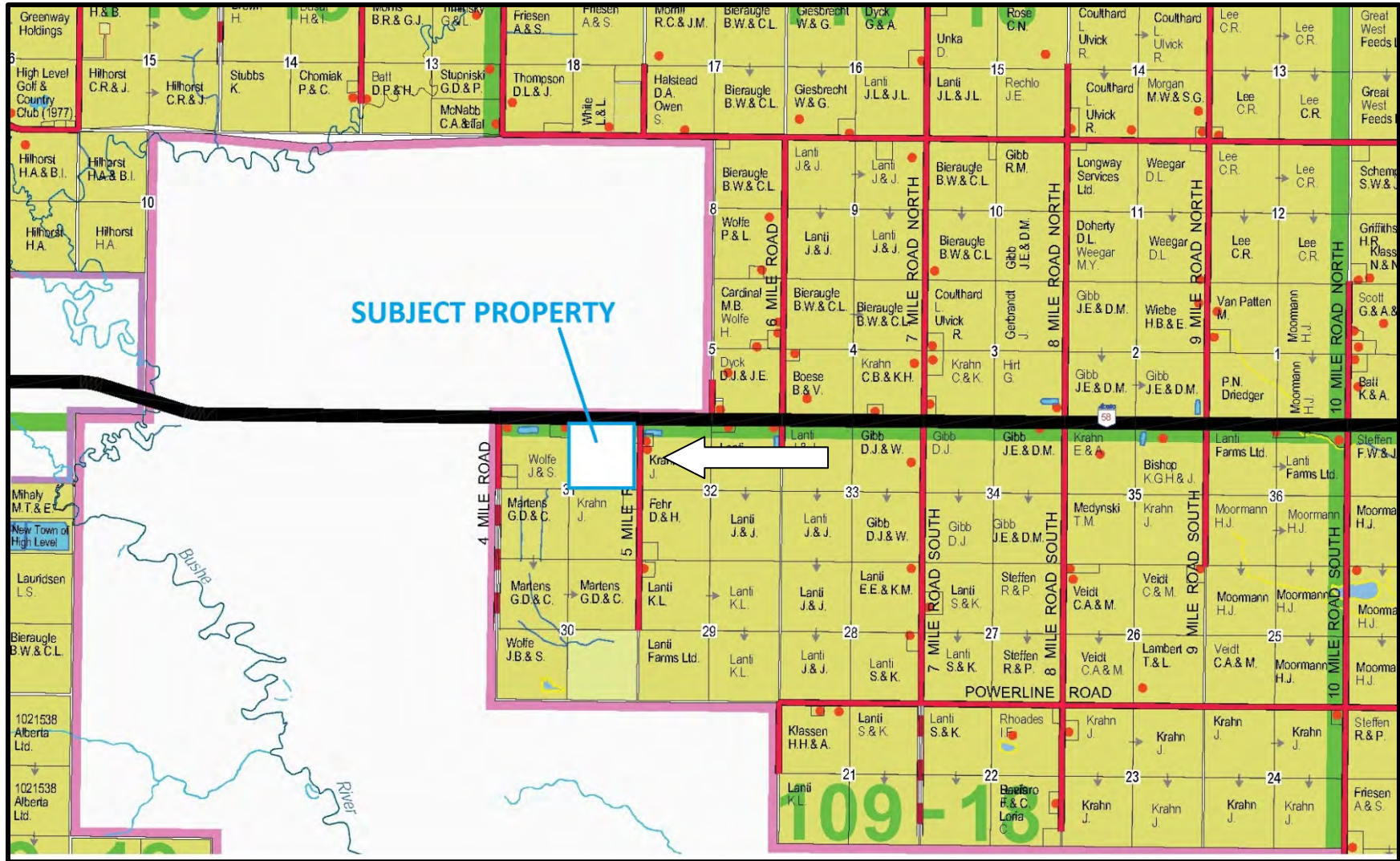
Pt of NE 31-109-18-W5M





# LAND USE BYLAW 933-14

## Pt. of NE 31-109-18-W5M









	paved roads built to a Ban Free structure	
Northern Lights	Roadata Permit system used and road use agreements used	Permits \$15 each Road use agreements are free
Ponoka County	Complete their own permits  Road use agreement required if truck uses same road 3 times per day	No fee for permits or agreement Numerous agreements in place
Municipal District of Wainwright	Permits and road use agreements required	Permits \$15 each Road use agreements are free
Clearwater County	Travis Permit system used and road use agreements used for Truck hauls of more than 10 trucks	Permits \$15 each Road use agreements are free

In our research we found most Counties use a permit system with majority of them using Roadata (a private company) to track and manage their overweight and oversize loads. This permitting system does not allow trucks to haul overweights when road bans are in place. In addition to this we found some of the counties make farmers exempt from obtaining permits.

Many counties use this permit system so industry has ability to get permits 24hrs a day. With the use of companies like Roadata, the county provides them information about width of roads, weight capacities of bridges, widths of bridges and your criteria of what weight limits you will allow. They then respond to the permit requester on which route they can use. This service costs \$13/permit.

With the provinces TRAVIS permit system it allows the truck driver to request the permit through TRAVIS and it distributes the request to whichever road owner would be affected. It also collects and distributes the permit fees. The county sets an administration fee which is automatically added to the users cost of the permit. Many counties are using a \$15 administration fee.

Most counties use a road use agreement for major truck hauls which allow them to have the user pay for damages to the road and assist in the maintenance. Some counties make the user submit a bond to provide security for damages. This agreement can be used to allow users to haul during road bans. Mackenzie County currently uses similar agreements for log hauling companies and some other heavy users like Apache.

The enforcement of Road bans are done by provincial highway commercial inspectors. Presently we have one officer in High Level and occasionally inspectors from Peace River. Currently our bylaw officer does not have the equipment or the training to enforce traffic act for Road Bans. If we were to implement a permit system he would be able to check if the operators have appropriate permits.

**Author:** Ron Pelensky **Reviewed by:** \_\_\_\_\_ **CAO** JW

In discussions with WSP (Genivar Engineering) they advised me that a ban free structure is one with a 300mm gravel base and 120mm of asphalt.

The Zama Access road was built to a standard that is recommended for ban free and on Highway 88 connector the first 12km on the west end was built to a standard that is recommended for ban free. The balance of the road has 300mm base and 70mm asphalt. The other paved roads like Heliport Road, Rocky Lane Road, and La Crete north road are not built to a ban free structure.

### **OPTIONS & BENEFITS:**

#### **Option 1:**

That administration implement a road use permit system for oversize and overweight permits and implement a \$15 administration charge for this service.

The benefit is the truck driver would receive information quickly about the width and weight limitations on the route they plan to travel and the county would have better control on which routes oversize and overweight vehicles use.

#### **Option 2:**

That council accept this report for information.

The benefit is the road users of wide and heavy loads would not need a permit to travel our road or have to pay a fee to obtain one. By not implementing this system staff has time to focus on other county priorities.

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

Gathering Road and Bridge Data – \$5,000 and 160hrs of staff time  
Entering Road and Bridge Data into a computerized system – \$10,000  
Completing ongoing permit requests (contract or in house) – \$10,000  
Enforcements of trucking companies obtaining permits – \$5,000

Estimate revenue from permits \$15,000 (loss of \$15,000)

This is currently not funded in our operating budget and would need to be added.

### **SUSTAINABILITY PLAN:**

This may assist industry in moving large/heavy loads in a quicker timeframe and be confident their proposed loads will not damage the bridges or roads.

Author: Ron Pelensky Reviewed by: \_\_\_\_\_ CAO JW

**COMMUNICATION:**

If a permit system was to be implemented we would place ads on the radio, county's website and newspaper

**RECOMMENDED ACTION:**

That council debate the pros and cons of implementing road use permitting.

Author: Ron Pelensky Reviewed by: \_\_\_\_\_ CAO JW



Apply For Permit

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User Name

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Service Rig: 1-888-830-7623 | Heavy Haul / AB Prov: 1-888-444-9288 | Drilling Rig / Out of Prov / Well Servicing: 1-888-730-3745 | March-05-14 2:18:29 PM

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KNOW YOUR ROADS

CONTROL YOUR ROADS

PROTECT YOUR ROADS

TRAVIS

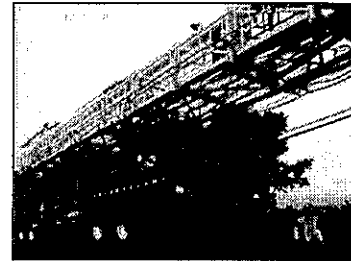
The Roadata Advantage

Roadata Services Ltd. (RDS) has been assisting Municipalities since 1995 with 69 Municipal Partnerships. We have the experience to offer outstanding service to Municipalities for Permit Approval Services, Data Maintenance, Roadway Protection Programs and Roadway Development Applications. Our professional team of experts are available to assist you, 7 days a week, 365 days a year. We pride ourselves as Canada's largest and most experienced permitting agent.

RDS has issuing authority in 53 of Alberta's 69 Rural Municipalities proudly serving 78 % of Rural Alberta Municipalities. We work as your back office or as a supplement to the staff you already have in place so you can focus your attention on more important Municipal issues. RDS takes care of the mundane administrative work and fields the unnecessary multiple phone calls that interrupt your day.

Get the Roadata Advantage:

- Complete Infrastructure Protection and Management Services
- 24/7 Service 365 days a year
- After Hours Support; after office hours, weekends, statutory holidays
- Improved Compliance
- Quick and seamless TRAVIS integration and Data Maintenance



Our advantages combine to result in improved Industry compliance. Industry appreciates that we have information quickly on hand for Rural Municipalities and can simplify the process by providing a one stop shop!

For more information or to get started with Roadata Services Ltd. please call 403-314-9500.

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TRAVIS

Roadata Network Map

Roadata Services Ltd. (RDS) provides permit Approval services on behalf of Municipalities throughout Alberta. RDS provides Full Approval and Approval Assist services to our Partner Municipalities.

**ROADATA PARTNER MUNICIPALITIES**

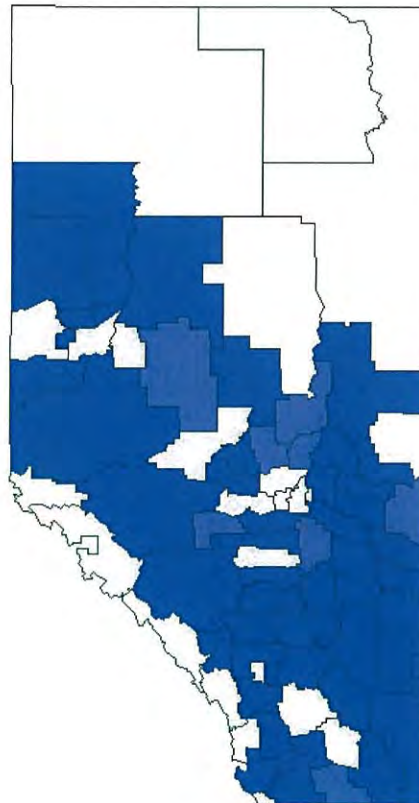
Municipality Type	Partners	% of All
County	= 40	82 %
Municipal District	= 13	68 %
City/Town/Village	= 21	
<b>TOTAL</b>	<b>= 74</b>	

**TRAVIS MJ PARTICIPATION**

Municipality Type	Participants	% of All
County	= 41	84 %
Municipal District	= 12	63 %
City/Town/Village	= 199	
<b>TOTAL</b>	<b>= 252</b>	

Click a Municipality Type Above to View a List

-  **ROADATA PARTNER MUNICIPALITIES**
-  **ROADATA APPROVAL ASSIST**



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# Clearwater County

## ROAD USE POLICY FOR INDUSTRIAL / COMMERCIAL TRUCK HAULS

**EFFECTIVE DATE:** June 24, 2008  
**Revision:** February 11, 2014  
**SECTION:** Public Works

### **POLICY STATEMENT:**

The purpose of this policy is to define Council's expectations for staff to follow when dealing with truck hauls on County Roads.

For purposes of implementing and interpreting this policy, the following principles apply:

- All roads maintained by the County are for public use (including trucks).
- The County will regulate truck traffic to the extent that is necessary to ensure safe travel for all users of the roadway.
- Although all roads are for public use, no user will have the right to damage a roadway beyond that experienced through normal use without the permission of the County.
- Any users that damage roads beyond that expected through normal use shall pay for any damages.
- During times of major truck hauls, (i.e. generally more than 5 trips in any given one-hour period) the prime contractor will provide dust control. A "trip" is defined as a singular movement from point A to point B passed a particular location on a road (e.g. residence). Under damp conditions or in remote areas, this requirement may be waived by the Director of Public Works or his designate.
- During a snow event, the permit holder is entirely responsible for the blading of Clearwater County roads which are part of the approved haul route.
- Truck hauls that will be transporting 10 or more loads per day will require an executed Road Use Agreement (attached as Schedule "A") to be in place prior to the commencement of the haul. Road Use Agreements shall be entered into 24 to 48 hours prior to the haul commencing.
- Truck hauls of less than 10 loads, including a single trip load that requires a Motor Transport permit for any reason, shall have the Motor Transport permit validated by TRAVIS MJ prior to utilizing roads under County jurisdiction. A validation/permit number will be issued by TRAVIS MJ as per the "Road Weights Control" policy.
- The requirements of this policy shall not apply to agricultural related hauls. Agricultural related hauls shall be limited to farm plated vehicles only.
- Generally, unloading of equipment on County roads is not permitted. However, under certain circumstances permission may be granted by the Director, Public Works or his designate.

### **PROCEDURE:**

1. Annually, the Director, Public Works will write all larger trucking and hauling contractors working in the County, and advise them of their responsibility towards the travelling public, for dust control and for repair costs.

2. Haulers shall contact the Public Works office to determine appropriate routes. Condition of roads, adjacent developments and truck travel distance will be considered when assigning routes.
3. All policies and regulations associated with weight restrictions shall be adhered to.
4. County staff, as a condition of assigning a haul route, may require the contractor to apply dust control on the road for safety reasons or on the road in front of affected residents.
5. If County staff becomes aware of a major haul through a complaint, the complaint will be investigated and the contractor may be required to stop hauling, to change routes or apply dust control.
6. County staff shall monitor roads used for major hauls and excessive damage repair costs will be charged to the permit holder.  
In instances where major road damage is inevitable, or where collection for damages may be difficult, the Director, Public Works is authorized to take securities in the form of irrevocable letters of credit. Said securities will be used by the County to repair damages when a permit holder does not repair or maintain roads as required by the Director, Public Works.
7. The Director, Public Works and the County Chief Administrative Officer (CAO) are authorized to ban roads on a temporary basis and to take any appropriate enforcement action necessary to implement this policy and protect County and public interests during major truck hauls. This enforcement action may include, in addition to implementing road bans, suspending a permit holder's ability to obtain a single trip permit or a Road Use Agreement for a period of time until the Director, Public Works or the CAO is satisfied that the hauler is able and willing to abide by the requirements of this policy.
8. The area Councillor will be informed of any action taken by County staff under this policy.
9. Road Use Agreements will be issued covering a time period that allows the applicant to complete the work considering weather conditions and other factors that influence start and completion of the haul.
10. Generally Clearwater County requires all equipment (including service rigs) to be loaded or unloaded directly on the designated lease.

If a wheeled service rig (or any other load) is unable to enter a lease, an email must be sent to [publicworks@clearwatercounty.ca](mailto:publicworks@clearwatercounty.ca) requesting permission to load/unload on the required County road. The email should include the following:

- What is being loaded/unloaded.
- The legal land description of the lease(s) when the load/unload is to take place.
- The date and time of the load/unload.
- Provincial permit number.

If permission is granted you will receive the following email:

"After discussing with the required County staff, Clearwater County agrees to the loading/unloading of the requested equipment on the road way as long as the following conditions are met":

- Pilot cars and Flag personnel must be on site.
- The load/unload is only approved to take place during daylight hours.
- All trailers (jeeps/boosters) must be removed from the roadway immediately after the equipment is loaded/unloaded.
- No load/unload will take place during school bus hours (between 7:30am-9:00am & 3:00pm-4:30pm).
- Dry or frozen track only.



**ROAD USE AGREEMENT**

PLEASE REVIEW,  
SIGN & EMAIL BACK

Schedule A



**PERMIT NUMBER** CC-14-

**Permit Holder Information**

Company Name \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Email Address \_\_\_\_\_ Fax Number \_\_\_\_\_

**Trucking Company Information**

Company Name \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Email Address \_\_\_\_\_ Fax Number \_\_\_\_\_

**Load Information**

Number of Loads	Load Description
ROUTE	

% Axle Allowance 100% Provincial Permit No. \_\_\_\_\_  
 Surface Moving From \_\_\_\_\_ Surface Moving To \_\_\_\_\_  
 Start Date of Move \_\_\_\_\_ End Date of the Move \_\_\_\_\_

**Required Conditions:**

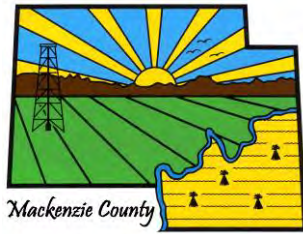
- It is understood that all loads will be in compliance with Clearwater County Road Weights Control Policy dated February 24, 2009 (revised January 13, 2014). See attached road weights.
- Dust / Ice control will be supplied by permit holder. Dust control must be in place at least one hour prior to rig move or haul commencement.
- During a snow event, the permit holder is entirely responsible for the blading of Clearwater County roads which are part of the approved haul route.
- Grader maintenance on Clearwater County road to be undertaken by the permit holder while haul is in progress. This grader maintenance shall keep the road surface in the same or better condition as it was prior to the haul commencing.
- Road damages will be at the sole expense of the permit holder.
- Road repairs will be undertaken to the Municipalities satisfaction and will be at the sole cost of the permit holder. The Haul route shall be evaluated by the permit holder upon completion of the haul to determine all areas which require repair. If re-gravelling is required the rate at which these areas will be graveled will be determined by a Clearwater County representative. 20 mm gravel shall be used for regravelling.
- In case of rain and or wet conditions, the trucks are to be stopped immediately in order to protect the road from damage.
- Dry or frozen track
- All Service Rigs must be hauled on a wheeler.
- FULL PERMIT MUST BE CARRIED IN VEHICLE. TRUCKING COMPANY IS AN AGENT OF THE PERMIT HOLDER. PERMIT MUST BE PRESENTED UPON REQUEST BY PEACE OFFICERS. CLEARWATER COUNTY WILL MONITOR THE ROADS AND STOP THE PROJECT IF NECESSARY.**

**Terms and conditions of this agreement acknowledged and agreed to:**

Signed Date \_\_\_\_\_ Time Issued \_\_\_\_\_  
 Name (please print) \_\_\_\_\_ Witness \_\_\_\_\_  
 Permit Holder \_\_\_\_\_ Clearwater  
 Signature \_\_\_\_\_ Rep. \_\_\_\_\_

CLEARWATER COUNTY, BOX 550, ROCKY MOUNTAIN HOUSE, AB T4T 1A4  
 Phone: 403-845-4444 Fax: 403-845-7330 Email: [publicworks@clearwatercounty.ca](mailto:publicworks@clearwatercounty.ca)  
 Revised January 13, 2014





## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 939-14 Land Use Bylaw Amendment to Rezone Part of Plan FVS, Range 2, RL 8 from Hamlet Residential 1 “HR1” to Hamlet Residential 2 “HR2” and Recreational District 2 “REC2” (Fort Vermilion)</b>

#### **BACKGROUND / PROPOSAL:**

Mackenzie County has received a request to rezone Fort Vermilion Settlement, Range 2, River Lot 8 from Hamlet Residential 1 “HR1” to Hamlet Residential 2 “HR2” and Recreational 2 “REC2” for the purpose of creating a multi-family dwelling complex and an intensive recreational area with multiple attractions.

This proposed development is located in the middle of the Hamlet of Fort Vermilion in a large undeveloped lot between the golf course and town center. The lot has large mature spruce trees and has been untouched for many years. The only activity this location has ever seen was a hidden hangout for local town’s people.

The applicant’s intentions are to develop in the southern end a multi-family complex consisting of four or six individual 6-plex dwellings with parking, depending on what will fit. One of the applicant’s main objectives is to try and preserve as much of the mature tree growth as possible, though this may not be possible with the multi-family dwelling complex, it could be feasible with the plan for the upper northern and larger portion of the lot. Here the plan is for an intensive recreational development consisting of a campground with caretaker’s residence, cabins, washrooms, laundry facility, sauna and eventually a museum, wildlife rehab transfer station along with a Souvenir/Gift shop combined with a fur depot.

One major issue for the developer is how to access the northern end of the lot, as there is no road access into it from the north end. Currently the developer is looking at several options; one option is to purchase a vacant lot from either the north end or the west side and using that lot for access. Or, purchase a narrow strip of land from the golf course and add it to the lot for road access.

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

## **OPTIONS & BENEFITS:**

Fort Vermilion is in need of available rental units, the proposed development of several multi-family dwellings would help alleviate some of this pressure.

A couple of key items from the Area Structure plan lend support to this development.

Key objectives expressed in the MDP that provide a foundation for growth in Fort Vermilion include:

- Plan for a positive growth rate;
- Promote orderly and economic growth;
- **Provide a variety of housing types;**
- Plan for future subdivision and development of residential areas;
- Facilitate growth of commercial and industrial areas;
- **Provide institutional, recreational, and cultural opportunities;**
- Optimize the use of existing services and infrastructure; and,
- Strengthen the long term viability of Fort Vermilion.

## **Policies Specific to Growth in Fort Vermilion**

Key policies in the MDP that outline a long term growth strategy for Fort Vermilion include:

- Develop in accordance with the MDP;
- **Preserve and promote historically significant buildings and support local initiatives that promote Fort Vermilion's heritage;** *(the Fur depot)*
- **Prepare a comprehensive plan for the existing Nature Trail that provides access to natural areas and connects to other community amenities;** *(Intensive recreational area, preserves one of the last natural areas in town)*

The Planning Department supports initiative development within the Hamlets, and the Hamlet of Fort Vermilion is certainly in the need of multi-family dwellings; however the preservation of natural spaces and the beauty of Fort Vermilion is also vital. Therefore with the combination of two different types of development on this large lot would help to preserve the natural beauty of the area without the excessive removal of trees.

Bylaw 9\_\_-14 was presented to the Municipal Planning Commission at their February 26, 2014 MPC meeting, where they made the following motion:

*MOTION MPC-14-02-022 That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 9\_\_-14 being the rezoning of FVS, Range 2, River Lot 8 from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and*

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

*Recreational 2 'REC2" for the purpose of developing a multi-family complex and an intensive recreational area*

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

Under Step III: Social and Cultural Sustainability

Goal S1 States that: Each County Hamlet and rural area hosts a concentration of social, cultural and commercial activity in one strategic location.

Aside from Goal S1, the Sustainability Plan does not address commercial development on agricultural land. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

**COMMUNICATION:**

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

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 939-14 being a Land Use Bylaw Amendment to rezone FORT VERMILION SETTLEMENT, Range 2, Riverlot 8, from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and Recreational 2 "REC2" for the purpose of developing a multi-family complex and an intensive recreational area, subject to public hearing input.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 939-14**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Multi-Family Dwellings and a Recreational Area.

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

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

Part of North Vermilion Settlement, Range 2, River Lot 8

within Mackenzie County, be rezoned from Hamlet Residential 1 “HR1” to Hamlet Residential 2 “HR2”, and Recreational District 2 “REC2” as outlined in Schedule “A” hereto attached.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer

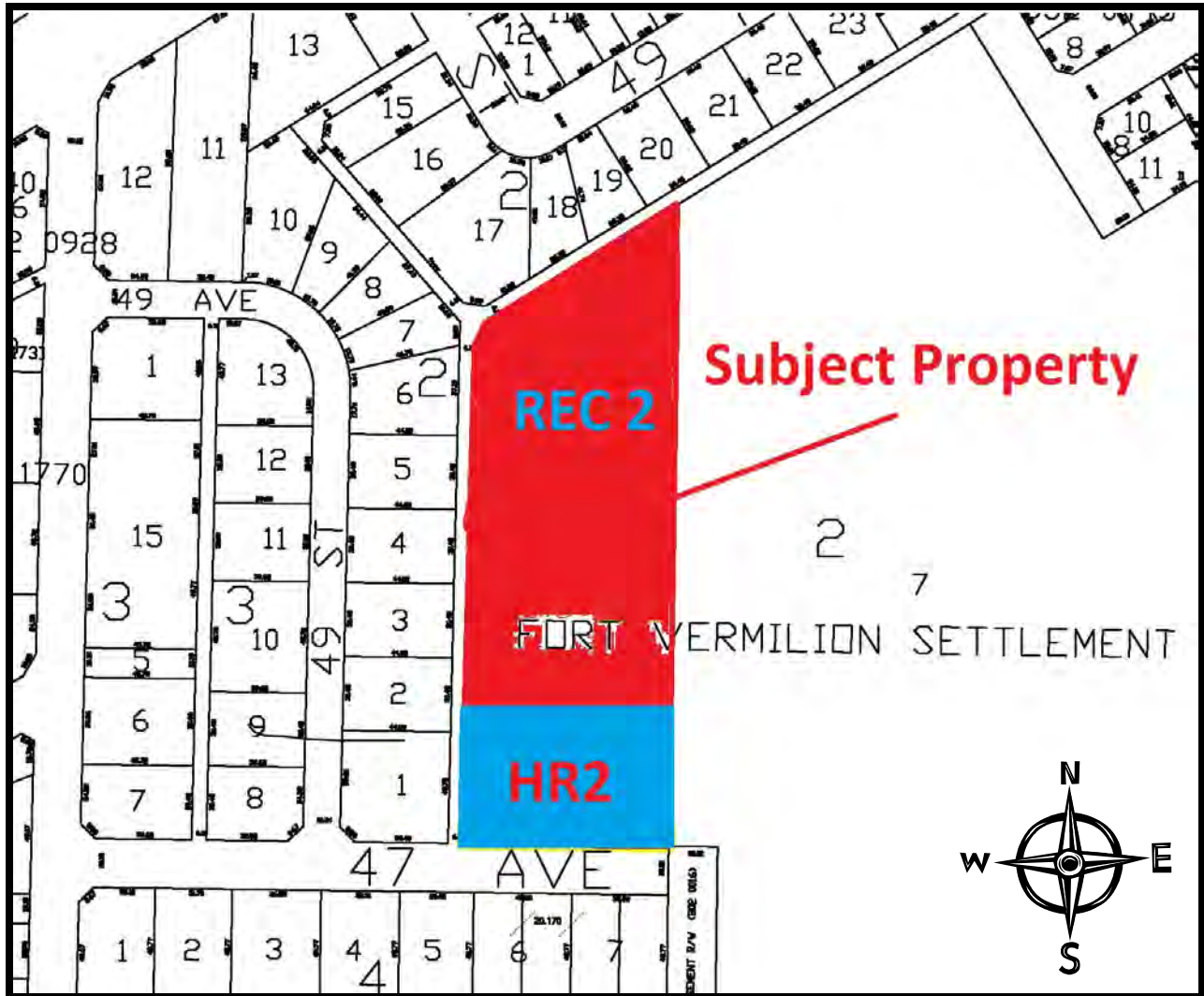
**BYLAW No. 939-14**

**SCHEDULE "A"**

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

Part of North Vermilion Settlement, Range 2, River Lot 8

within Mackenzie County, be rezoned from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2", and Recreational District 2 "REC2" as outlined in Schedule "A" hereto attached.



FROM: Hamlet Residential 1 "HR1"

TO: Hamlet Residential 2 "HR2" & Recreational 2 "REC"





PC Feb 6th  
Feb 11th

# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. Bylaw 939-14

NAME OF APPLICANT <i>Charles LeForge</i>		
ADDRESS <i>PO Box 84</i>		
TOWN <i>High Level AB</i>		
POSTAL CODE <i>Tell-120</i>	PHONE (RES.) <i>7-3338</i>	BUS. <i>6-5825</i>

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>FV5</i>	BLK <i>2</i>	LOT <i>8</i>
----------	------	------	-------	----	----	-----------------	--------------	--------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR 1* TO: *Rec 2*

REASONS SUPPORTING PROPOSED AMENDMENT:

*To facilitate const of campground & other Tourism type facilities, ~~inc~~ inc a Maint shop, caretakers Res, cabins, Museum, Gas Depot & Gifts, Bathhouse, laundry & Showers, etc.*

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

*Charles LeForge*  
APPLICANT

*Jan 28 - 2014*  
DATE

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

REGISTERED OWNER

DATE



Feb 11th



# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <i>Charles LaForge</i>		
ADDRESS <i>PO Box 84</i>		
TOWN <i>High Level AB</i>		
POSTAL CODE <i>T0H-1Z0</i>	PHONE (RES.) <i>7-3338</i>	BUS. <i>6-5825</i>

COMPLETE IF DIFFERENT FROM APPLICANT

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>FV3</i>	BLK <i>2</i>	LOT <i>8</i>
----------	------	------	-------	----	----	--------------------	-----------------	-----------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR1* TO: *HR2*

REASONS SUPPORTING PROPOSED AMENDMENT:

*To facilitate const of Apartments & Parking*

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

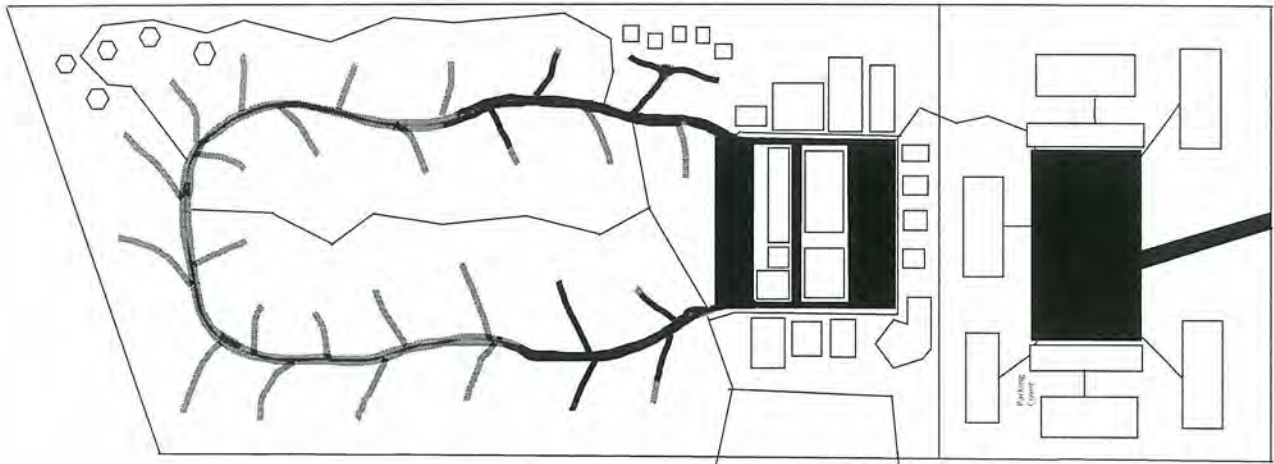
*Charles LaForge*  
APPLICANT

*Jan 28 2014*  
DATE

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

REGISTERED OWNER

DATE



Tree Hoses

Boardwalks  
Camping Stalls

Motel Cabins  
Museum  
Hall  
Woodworking Shop  
Main Shop  
Wildlife Rehab Transfer Stn.

*fur Depot & Saus.*

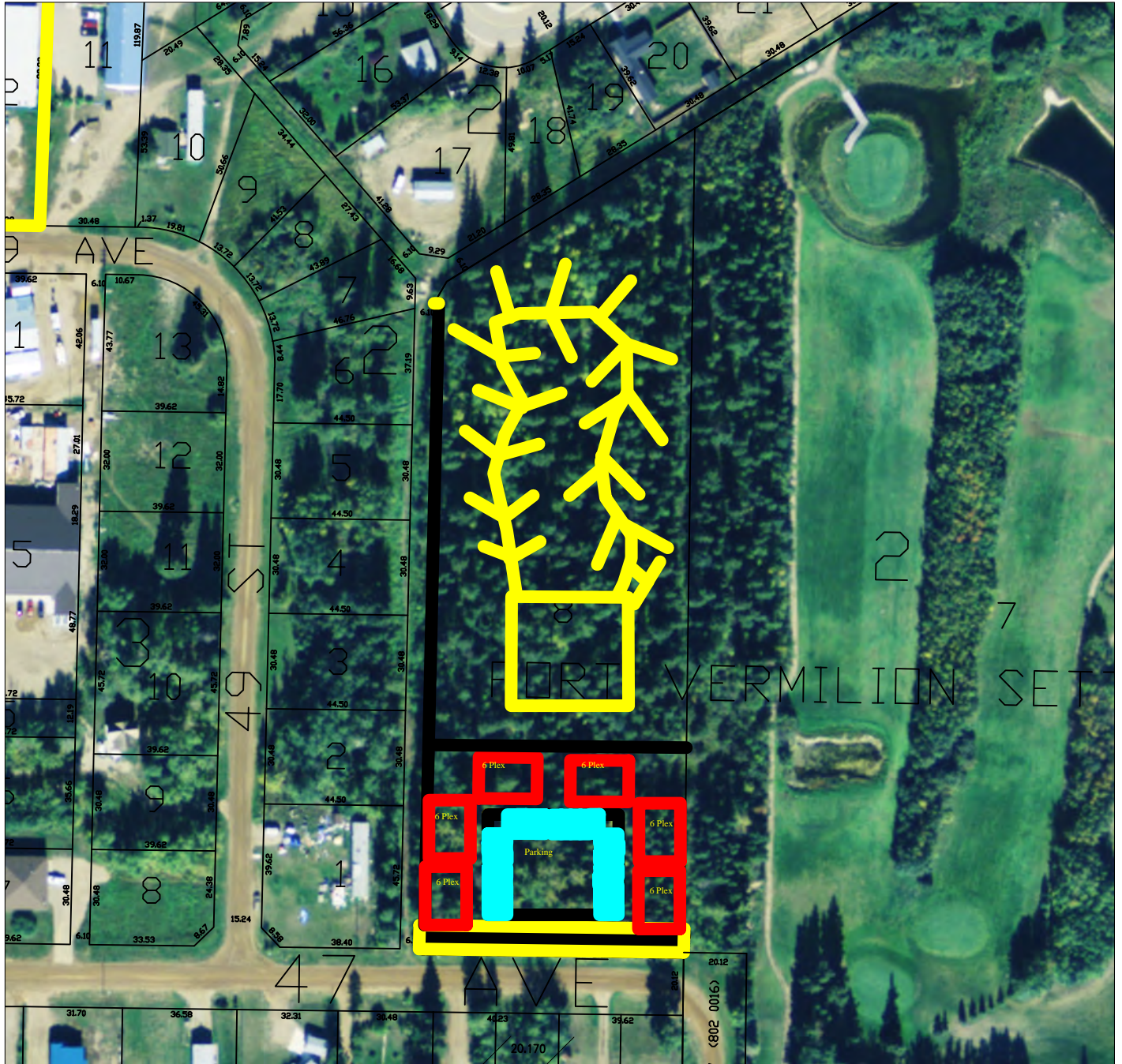
Caretakers Res.  
Motel Group Bunk  
Sulfur Springs Bath Hse  
Washrooms  
Sauna  
Laundry Facility

Parking Court

6 Plex randomly positioned  
2 Covered Parking Bldgs  
the rest is open parking lot



# Land Use Bylaw Amendment



File No: Bylaw 939-14

**DISCLAIMER**

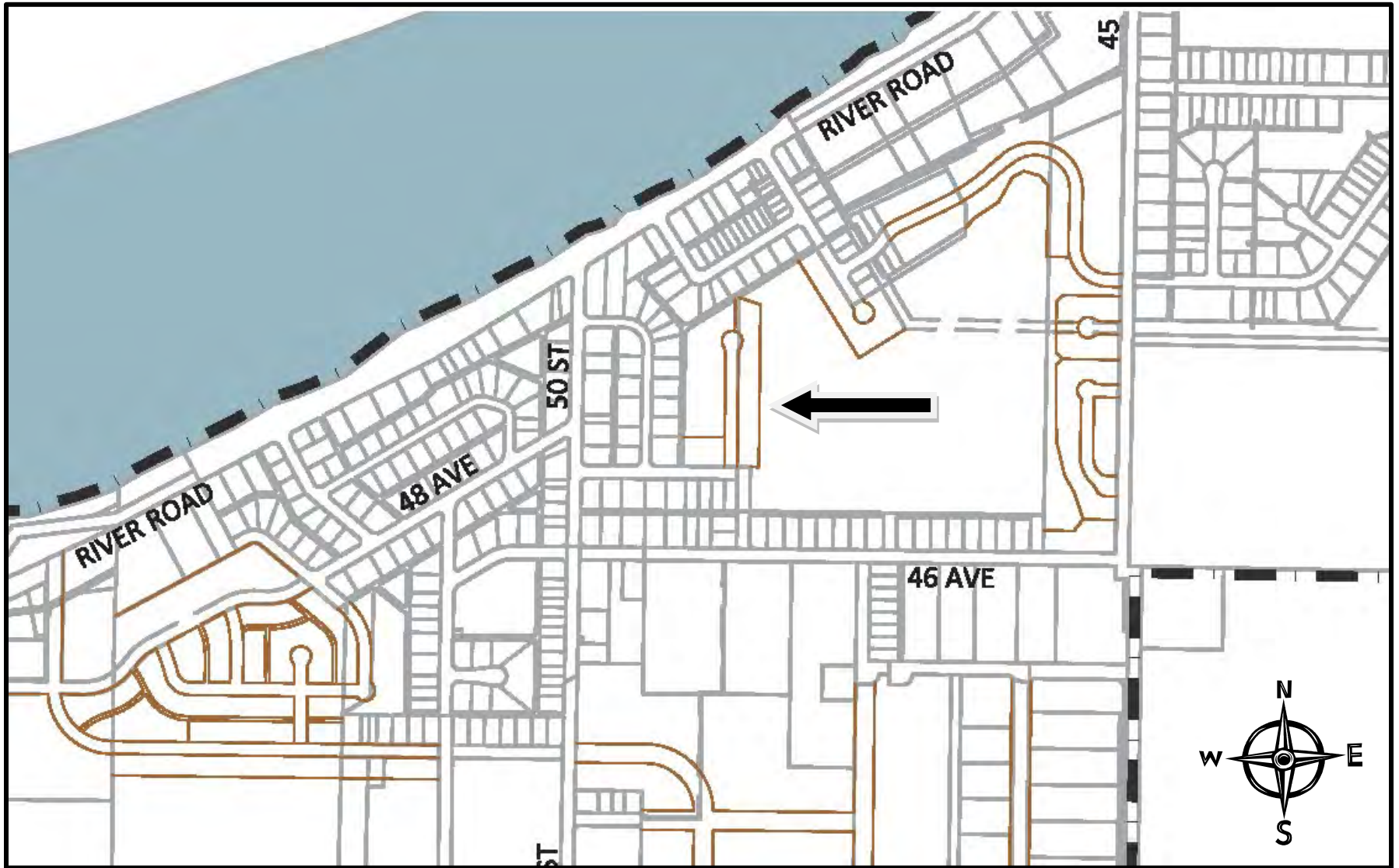
Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

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

**NOT TO SCALE**

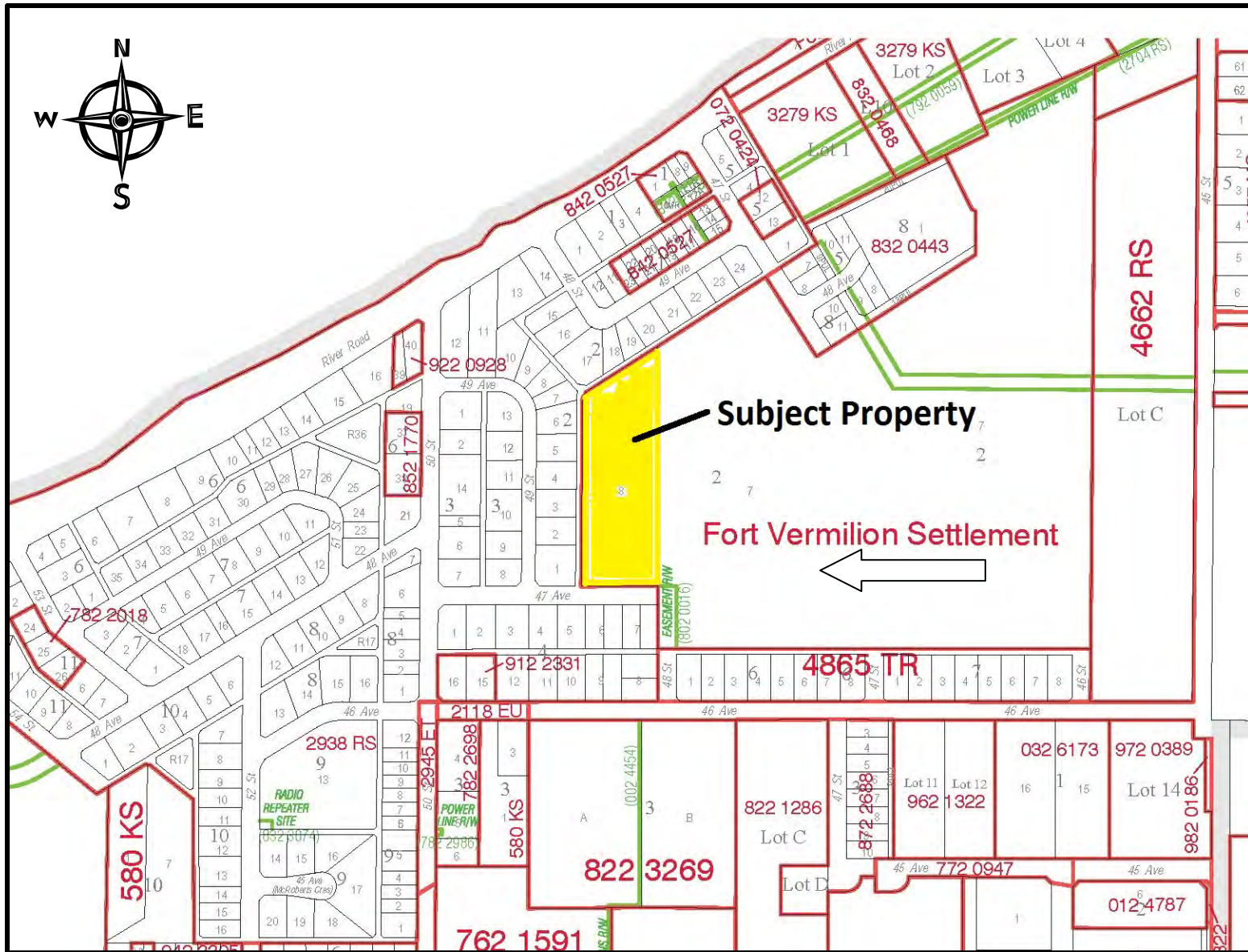
LAND USE BYLAW 939-14  
Fort Vermilion Settlement; Range 2; River Lot 8  
ASP Future Concept Plan



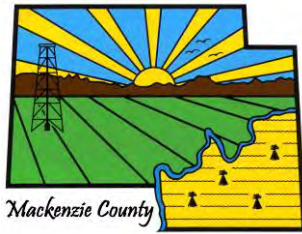


# LAND USE BYLAW 939-14

Fort Vermilion Settlement, Range 2, River Lot 8







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 940-14 being a Closure of Plan 102 6365, Block 38, Lot 63PUL for the Purpose of Sale and Consolidation (La Crete)</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie County received a request to close a Public Utility Lot between Plan 102 6365, Block 38, Lot 4 and lots 5 & 6 (10806-97<sup>th</sup> Ave, & 10802, 9704-108<sup>th</sup> Street) within the Hamlet of La Crete. This Bylaw ties in with Bylaw 931-14, that being the rezoning of Plan 102 6365, Block 38, Lot 1 inclusive to lot 6 (10910, 10906, 10902, & 10806-97<sup>th</sup> Ave, 10802 & 9704-108<sup>th</sup> Street) from Hamlet Residential District 1B “HR1B” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development, which received first reading at the February 11, 2014 Council meeting and is being presented for a Public Hearing today, March 11, 2014.

Between lots 4 and the back side of lots 5 & 6 there is a Public Utility Lot. The applicant is requesting that this Public Utility Lot be closed in order that he may purchase it, as his proposed building layout encroaches onto the PUL. Comments and concerns were sent to the Utility companies to find out if this Public Utility Lot is required. Northern Lights Gas Co-op responded that they had no need for the lot providing the proposed development takes place. The engineered drawings do not show that the lot was required for drainage. No other response was received back from the other utility companies.

A request to Mackenzie County's Assessor was made for the Market value of the requested lot. Being that there has never been any sales for such a small piece of land, it was difficult to tally a cost. Using previous land sales from the surrounding vacant lands, and calculating it by square footage, the final quoted obtained was for \$10,000.00.

As this is a “Lot” not a “Lane” this Bylaw does not need the Minister of Transportation’s approval.

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





**BYLAW NO. 940-14**

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

**FOR THE PURPOSE OF CLOSING ALL OF A  
PUBLIC UTILITY LOT BEING  
PLAN 102 6365, BLOCK 38, LOT 63PUL  
IN ACCORDANCE WITH SECTIONS 671, 674, AND 675 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26  
REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that all of the Public Utility Lot property, as outlined on Schedule "A" attached hereto, be subject to closure and sale, and

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

**NOW THEREFORE**, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE COUNTY DOES HEREBY CLOSE AND SELL THE PUBLIC UTILITY LOT PROPERTY DESCRIBED AS FOLLOWS, SUBJECT TO THE RIGHTS OF ACCESS GRANTED BY OTHER LEGISLATION OR REGULATIONS:

Part of Plan 102 6365  
Block 38  
Lot 63PUL  
Containing 0.188 hectares (0.464 acres) more or less  
Excepting thereout all mines and minerals

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

---

Bill Neufeld  
Reeve

---

Joulia Whittleton  
Chief Administrative Officer

**BYLAW No. 940-14**

**SCHEDULE "A"**

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

Plan 102 6365 Block 38, Lot 63PUL

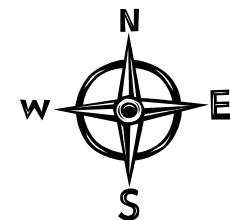
within the Hamlet of La Crete, be closed for sale and consolidation.





# LAND USE BYLAW 940-14

Plan 102 6365 Block 38, Lot 63PUL







**Mackenzie County**  
 P.O. Box 1690, La Crete Alberta T0H 2H0  
 Phone (780) 928-3983 Fax (780) 928-3636

DATE: February 25, 2014  
 FILE: Bylaw 931-14  
**THIS ITEM IS SENT BY FAX ONLY**

**OWNERS:** Knelsen Sand & Gravel Ltd.  
**LEGAL:** Plan 102 6365, Block 38 Lot  
**PROPOSED LAND USE:** Public Utility Lane "63PUL"  
**DEVELOPER/AGENT/SURVEYOR:**

The applicant is looking at closing the Public Utility Lane "63PUL" between lots 4, 5 & 6 for the purpose of consolidation. Please provide us with your agencies comments regarding the proposed closure by Friday, March 7, 2014. Please mark any required easements or utility rights-of-way on the attached sketch as well as any additional comments.

Yours truly,

Liane Lambert,  
 Planner

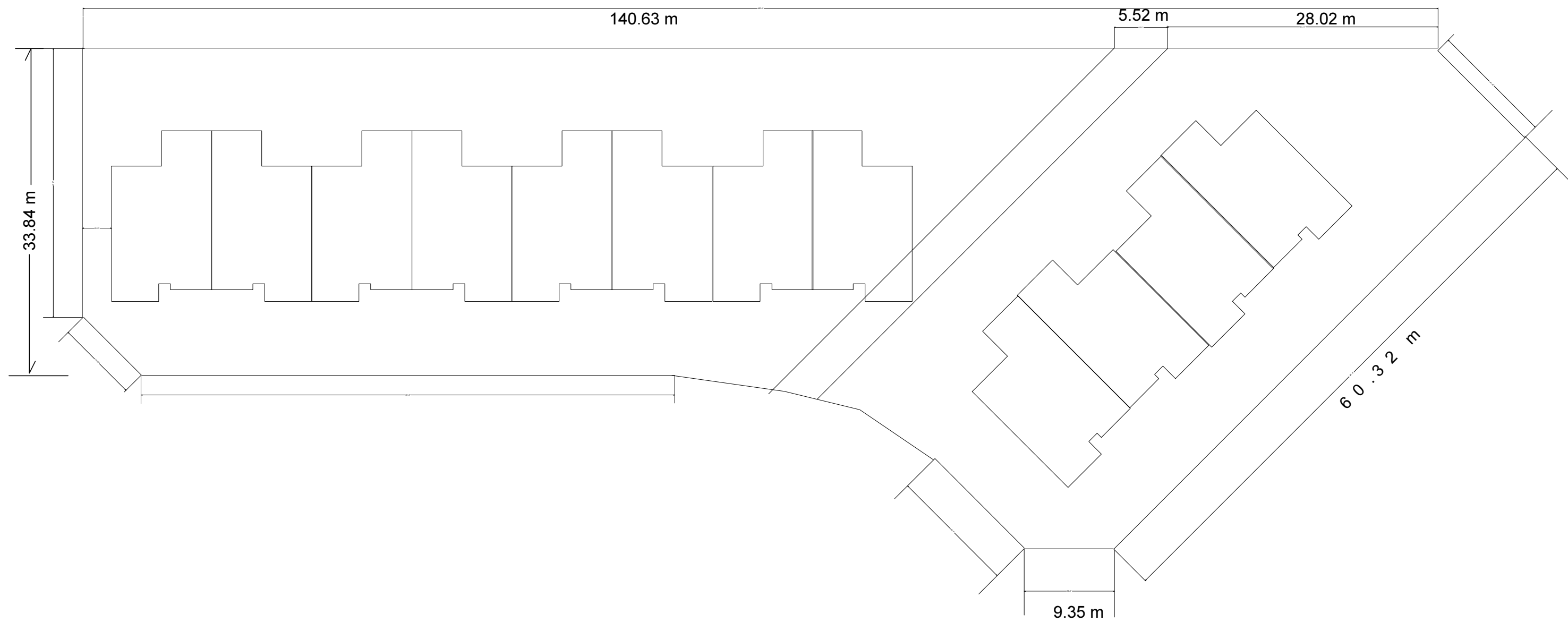
- ATCO Electric – [LandInquires@atcoelectric.com](mailto:LandInquires@atcoelectric.com)
- Northern Lights Gas Co-op – Jack Eccles Fax - 780-928-2166 [nlgc@telusplanet.net](mailto:nlgc@telusplanet.net)
- TELUS -- Dan Nellis Fax 780-538-8632
- Fort Vermilion School Division No. 52 – Norman Buhler Fax - 780-927-4625  
[normanb@fvsd.ab.ca](mailto:normanb@fvsd.ab.ca)

.....  
**COMMENTS:**

*Please be advised that the proposed change will not affect and of an existing system. We will not require any additional easements*

SIGNATURE *Jack Eccles*

Comments received may be deemed public information



Drawn for

Drawn by  
**John Fehr**

BOX 405  
 LACRETE ALBERTA  
 T0H 2H0  
 PHONE (780) 926-1364

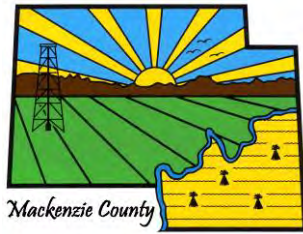
**HOMEOWNER & CONTRACTOR TO  
 VERIFY ALL DIMENSIONS, DETAILS  
 & BUILDING CODES & GRADE  
 REQUIREMENTS**

page 7 of









## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 942-14 Land Use Bylaw Amendment to Add Self-Storage as a Discretionary Use</b>

### BACKGROUND / PROPOSAL:

An applicant spoke to administration recently regarding the possibility of constructing a self-storage facility in La Crete. Initially administration thought that this use was not permitted in his zoning. After digging a little deeper administration realized that self-storage is simply not included in the Land Use Bylaw (LUB). Storage Yard is included in the LUB, however it does not properly address the intent of a self-storage facility.

Administration has researched other bylaws, and has prepared the following definitions:

**Self-Storage 1** means a use where goods are stored in a building on a small scale; where the building is made up of separate compartments and each compartment has separate access that may be available to individuals for the storage of personal items. A Self Storage Facility may also include the administrative functions associated with the use.

**Self-Storage 2** means a use where goods are stored in a building on a large scale; where the building is made up of separate compartments and each compartment has separate access that may be available to individuals for the storage of personal items. Storage of items such as RVs and boats, either indoors or outdoors, is permitted with this facility. A Self Storage Facility may also include the administrative functions associated with the use.

**Self-Storage 1** will be included as a discretionary use in the following districts:

- 8.5 Fort Vermilion Hamlet Commercial Centre District – HCC1
- 8.6 Fort Vermilion Highway Commercial District – HC1
- 8.7 Fort Vermilion Limited General Industrial – LGI
- 8.10 Hamlet Industrial 1 – HI1

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

- 8.17 La Crete General Commercial District 1 – GC1
- 8.18 La Crete Highway Commercial District – HC2
- 8.34 Zama City Mixed Use - ZMU

**Self-Storage 2** will be included as a discretionary use in the following districts:

- 8.1 Agricultural – A
- 8.7 Fort Vermilion Limited General Industrial – LGI
- 8.10 Hamlet Industrial 1 – HI1
- 8.11 Hamlet Industrial 2 – HI2
- 8.30 Rural Light Industrial District – R11
- 8.31 Rural General Industrial District – RI2
- 8.33 Zama City Industrial – ZI
- 8.34 Zama City Mixed Use - ZMU

**OPTIONS & BENEFITS:**

To allow for self-storage facilities to be constructed and operated within the County.

**COSTS & SOURCE OF FUNDING:**

Costs will consist of advertising the public hearing, and will be borne by the Planning Departments operating budget.

**SUSTAINABILITY PLAN:**

The sustainability plan does not address any topics that affect this bylaw amendment.

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 942-14 being a Land Use Bylaw Amendment to add Self-Storage 1 and Self-Storage 2 to Section 3.3 Definitions, and add Self-Storage 1 as a discretionary use in Sections: 8.5, 8.6, 8.7, 8.10, 8.17, 8.18, 8.34, and add Self-Storage 2 as a discretionary use in Sections: 8.1, 8.7, 8.10, 8.11, 8.30, 8.31, 8.33, 8.34, subject to public hearing input.

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 942-14**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to allow for self-storage facilities.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following changes:

Add to **Section 3.3** the definition of “Self-Storage 1” and “Self-Storage 2”

**“SELF-STORAGE 1”** means a use where goods are stored in a building on a small scale; where the building is made up of separate compartments and each compartment has separate access that may be available to individuals for the storage of personal items. A Self Storage Facility may also include the administrative functions associated with the use;

**“SELF-STORAGE 2”** means a use where goods are stored in a building on a large scale; where the building is made up of separate compartments and each compartment has separate access that may be available to individuals for the storage of personal items. Storage of items such as RVs and boats, either indoors or outdoors, is permitted with this facility. A Self Storage Facility may also include the administrative functions associated with the use.

Add **SELF-STORAGE 1 (Bylaw 942-14)** to the following districts as a discretionary use:

- 8.5 Fort Vermilion Hamlet Commercial Centre District – HCC1
- 8.6 Fort Vermilion Highway Commercial District – HC1
- 8.7 Fort Vermilion Limited General Industrial – LGI
- 8.10 Hamlet Industrial 1 – HI1

- 8.17 La Crete General Commercial District 1 – GC1
- 8.18 La Crete Highway Commercial District – HC2
- 8.34 Zama City Mixed Use - ZMU

Add **SELF-STORAGE 2 (Bylaw 942-14)** to the following districts as a discretionary use:

- 8.1 Agricultural – A
- 8.7 Fort Vermilion Limited General Industrial – LGI
- 8.10 Hamlet Industrial 1 – HI1
- 8.11 Hamlet Industrial 2 – HI2
- 8.30 Rural Light Industrial District – RI1
- 8.31 Rural General Industrial District – RI2
- 8.32 Zama City Industrial – ZI
- 8.34 Zama City Mixed Use - ZMU

**8.1 AGRICULTURAL “A”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ANCILLARY BUILDING/SHED</li> <li>b) BUNKHOUSE</li> <li>c) CONTRACTOR’S BUSINESS/YARD</li> <li>d) DWELLING - SINGLE FAMILY</li> <li>e) DUGOUT</li> <li>f) EXTENSIVE AGRICULTURE</li> <li>g) FARM SUBSIDIARY BUSINESS</li> <li>h) GARAGE - ATTACHED</li> <li>i) GARAGE - DETACHED</li> <li>j) GARDEN SUITE</li> <li>k) HOME BASED BUSINESS</li> <li>l) Intensive Agriculture 1</li> <li>m) Manufactured Home - MODULAR</li> <li>n) Manufactured Home - DOUBLE WIDE</li> <li>o) Manufactured Home - SINGLE WIDE</li> <li>p) SEA CAN</li> <li>q) SHOP - FARM</li> <li>a) STORAGE YARD</li> <li>r) YARD SITE DEVELOPMENT</li> </ul>	<ul style="list-style-type: none"> <li>b) AUCTION MART</li> <li>c) AUTO SALVAGE</li> <li>d) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>e) BED AND BREAKFAST BUSINESS</li> <li>f) DWELLING - SHOW HOME</li> <li>g) CEMETERY</li> <li>h) CHURCH</li> <li>i) COMMUNICATION TOWER</li> <li>j) ENVIRO - TANK</li> <li>k) FORESTRY LOOKOUT TOWER</li> <li>l) HANDICRAFT BUSINESS</li> <li>m) INDUSTRIAL CAMP</li> <li>n) INSTITUTIONAL USE</li> <li>o) INTENSIVE RECREATIONAL USE</li> <li>p) KENNEL</li> <li>q) NATURAL RESOURCE EXTRACTION INDUSTRY</li> <li>r) PRESSURE VESSEL STORAGE</li> <li>s) PUBLIC USE</li> <li>t) RETAIL STORE</li> <li>u) SECONDARY SUITE</li> <li>v) <b>SELF-STORAGE 2 (Bylaw 942-14)</b></li> <li>w) SEWAGE LAGOON</li> <li>x) SEWAGE TREATMENT PLANT</li> <li>y) TEMPORARY/PORTABLE UNIT</li> <li>z) TRADESMEN’S BUSINESS</li> <li>aa) VETERINARY CLINIC</li> <li>bb) WASTE TRANSFER STATION</li> <li>cc) WATER RESERVOIR STRUCTURE</li> </ul>

**8.5 FORT VERMILION HAMLET COMMERCIAL CENTRE DISTRICT**  
**“HCC1”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO b) AMUSEMENT FACILITY c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) d) BUSINESS SUPPORT SERVICES e) CHURCH f) CLUB HOUSE g) CONVENIENCE STORE h) DAYCARE FACILITY i) GENERAL SERVICES ESTABLISHMENT j) INSTITUTIONAL USE k) LAUNDROMAT l) HANDICRAFT BUSINESS m) HOTEL n) LAUNDROMAT o) MEDICAL FACILITY p) MOTEL q) PAWN SHOP r) PROFESSIONAL OFFICE s) PUBLIC USE t) PUBLIC UTILITY LOT u) RESTAURANT v) RETAIL STORE w) TOURIST INFORMATION FACILITY	a) BUS DEPOT b) Commercial Use + DWELLING - APARTMENT c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use d) DWELLING-APARTMENT e) DWELLING-MULTIPLE f) INTENSIVE RECREATIONAL USE g) LIQUOR STORE h) PUBLIC USE i) <b>SELF-STORAGE 1 (Bylaw 942-14)</b> j) SERVICE STATION k) TRADESMEN'S BUSINESS l) VEHICLE WASH ESTABLISHMENT m) SIGNS n) VETERINARY CLINIC

**8.6 FORT VERMILION HIGHWAY COMMERCIAL DISTRICT “HC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) AMUSEMENT FACILITY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) CONVENIENCE STORE</li> <li>e) MEDICAL FACILITY</li> <li>f) INSTITUTIONAL USE</li> <li>g) PUBLIC UTILITY LOT</li> <li>h) TOURIST INFORMATION FACILITY</li> <li>i) TRADESMEN’S BUSINESS</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) HOTEL</li> <li>d) MOTEL</li> <li>e) PROFESSIONAL OFFICE</li> <li>f) RECREATIONAL VEHICLE PARK</li> <li>g) RECREATIONAL VEHICLE SALES AND SERVICE</li> <li>h) RESTAURANT</li> <li>i) RETAIL GARDEN CENTRE</li> <li>j) RETAIL STORE</li> <li>k) SELF-STORAGE 1 (Bylaw 942-14)</li> <li>l) SERVICE STATION</li> <li>m) SIGNS</li> </ul>

**8.7 FORT VERMILION LIMITED GENERAL INDUSTRIAL DISTRICT (LGI)**

**1. LIGHT INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>d) BUSINESS SUPPORT SERVICES</li> <li>e) CONTRACTORS SERVICE</li> <li>f) EQUIPMENT RENTALS FACILITY</li> <li>g) PUBLIC UTILITY LOT</li> <li>h) TRADESMEN'S BUSINESS</li> <li>i) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICE</li> <li>b) BULK FUEL AND PROPANE SALES</li> <li>c) BUILDING SUPPLY CENTRE</li> <li>d) CARDLOCK</li> <li>e) CONTRACTOR'S BUSINESS/YARD</li> <li>f) HIGHWAY MAINTENANCE YARD</li> <li>g) LIGHT MANUFACTURING</li> <li>h) MANUFACTURED HOME SALES AND SERVICE</li> <li>i) RECYCLING FACILITY</li> <li>j) SEA CAN</li> <li>k) SELF-STORAGE 1 (Bylaw 942-14)</li> <li>j) SIGNS</li> <li>k) WAREHOUSE</li> <li>l) WELDING SHOP</li> </ul>



**2. HEAVY INDUSTRIAL USES:**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) PUBLIC UTILITY LOT</li> <li>d) TRADESMEN'S BUSINESS</li> <li>e) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AGRICULTURAL MACHINERY SALES AND SERVICE</li> <li>b) AUTO SALVAGE</li> <li>c) CARDLOCK</li> <li>d) CARETAKER'S RESIDENCE/SECURITY SUITE</li> <li>e) CONTRACTOR'S BUSINESS YARD</li> <li>f) CONCRETE PRODUCTS MANUFACTURING</li> <li>g) EQUIPMENT RENTAL FACILITY</li> <li>h) GRAIN ELEVATOR</li> <li>i) HIGHWAY MAINTENANCE YARD</li> <li>j) LUMBER YARD</li> <li>k) OIL FIELD SERVICE</li> <li>l) OIL FIELD SUPPORT SERVICES</li> <li>m) SEA CAN</li> <li>n) <b>SELF-STORAGE 2 (Bylaw 942-14)</b></li> <li>o) STORAGE YARD</li> <li>p) SIGNS</li> <li>q) TRUCK STOP</li> <li>r) WAREHOUSE</li> <li>s) BULK FERTILIZER STORAGE AND/OR SALES</li> </ul>

**8.10 HAMLET INDUSTRIAL 1 “HI1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
a) ACCESSORY b) AGRICULTURAL MACHINERY SALES AND SERVICE c) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES d) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) e) BUSINESS SUPPORT SERVICES f) CONTRACTOR’S SERVICE g) EQUIPMENT RENTALS FACILITY h) PUBLIC UTILITY LOT i) TRADESMEN’S BUSINESS j) VEHICLE WASH ESTABLISHMENT	a) BUILDING SUPPLY CENTRE b) CARDLOCK c) CONTRACTOR’S BUSINESS/YARD d) MACHINE SHOP e) MANUFACTURED HOME SALES AND SERVICE f) MANUFACTURING FIRM g) RECYCLING FACILITY h) SEA CAN i) <b>SELF-STORAGE 1 (Bylaw 942-14)</b> j) <b>SELF-STORAGE 2 (Bylaw 942-14)</b> k) SHOP l) SIGNS m) STORAGE YARD n) WELDING SHOP

**8.11 HAMLET INDUSTRIAL 2 “HI2”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ACCESSORY</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EQUIPMENT RENTALS FACILITY</li> <li>e) PUBLIC UTILITY LOT</li> <li>f) TRADESMEN'S BUSINESS</li> <li>g) VEHICLE WASH ESTABLISHMENT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTO SALVAGE</li> <li>b) BULK FUEL/PROPANE SALES</li> <li>c) BULK FERTILIZER STORAGE AND/OR SALES</li> <li>d) CARDLOCK</li> <li>e) CONCRETE PRODUCTS MANUFACTURING</li> <li>f) CONTRACTOR'S BUSINESS/YARD</li> <li>g) ENVIRO-TANK</li> <li>h) EQUIPMENT RENTAL FACILITY</li> <li>i) GRAIN ELEVATOR</li> <li>j) INDUSTRIAL PLANT</li> <li>k) MACHINE SHOP</li> <li>l) MANUFACTURING FIRM</li> <li>m) OIL FIELD SERVICE</li> <li>n) RECYCLING FACILITY</li> <li>o) SEA CAN</li> <li>p) <b>SELF-STORAGE 2 (Bylaw 942-14)</b></li> <li>q) SHOP</li> <li>r) SIGNS</li> <li>s) STORAGE YARD</li> <li>t) WAREHOUSE</li> <li>u) WASTE TRANSFER STATION</li> </ul>

**8.17 LA CRETE GENERAL COMMERCIAL DISTRICT “GC1”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>b) BUS DEPOT</li> <li>c) HOTEL</li> <li>d) MOTEL</li> <li>e) PROFESSIONAL OFFICE</li> <li>f) PUBLIC UTILITY LOT</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES</li> <li>b) BUILDING SUPPLY CENTRE</li> <li>c) BUSINESS SUPPORT SERVICES</li> <li>d) EXHIBITION GROUNDS</li> <li>e) INTENSIVE RECREATIONAL USE</li> <li>f) MANUFACTURED HOME SALES AND SERVICE</li> <li>g) RECREATIONAL VEHICLE PARK</li> <li>h) RECREATIONAL VEHICLE SALES AND SERVICE</li> <li>i) RESTAURANT</li> <li>j) RETAIL GARDEN CENTRE</li> <li>k) RECYCLING FACILITY</li> <li>l) <b>SELF-STORAGE 1 (Bylaw 942-14)</b></li> <li>m) SERVICE STATION</li> <li>n) SIGNS</li> <li>o) VEHICLE WASH ESTABLISHMENT</li> </ul>

**8.18 LA CRETE HIGHWAY COMMERCIAL DISTRICT “HC2”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) AMUSEMENT FACILITY b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) c) BUSINESS SUPPORT SERVICES d) CONVENIENCE STORE e) LAUNDROMAT f) HOTEL g) MEDICAL FACILITY h) MOTEL i) PROFESSIONAL FACILITY j) PUBLIC UTILITY LOT k) TOURIST INFORMATION FACILITY	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) BULK FUEL/PROPANE SALES c) BUS DEPOT d) RESTAURANT e) RETAIL GARDEN CENTRE f) RETAIL STORE g) SELF-STORAGE 1 (Bylaw 942-14) h) SERVICE STATION i) SIGNS j) VEHICLE WASH ESTABLISHMENT k) PAWN SHOP l) WAREHOUSE m) VETERINARY CLINIC

**8.33 ZAMA CITY INDUSTRIAL “ZI”**

<b>A. PERMITTED USES</b>	<b>B. DISCRETIONARY USES</b>
<ul style="list-style-type: none"> <li>a) ANCILLARY BUILDING/SHOP</li> <li>b) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14)</li> <li>c) CONTRACTOR’S BUSINESS/YARD</li> <li>d) MACHINE SHOP</li> <li>e) SEA CAN</li> <li>f) SHOP</li> <li>g) STORAGE YARD</li> <li>h) TRADESMEN’S BUSINESS</li> <li>i) TRUCK STOP</li> <li>j) VEHICLE WASH ESTABLISHMENT</li> <li>k) WELDING SHOP</li> </ul>	<ul style="list-style-type: none"> <li>a) AUTO SALVAGE</li> <li>b) BULK FERTILIZER STORAGE AND/OR SALES</li> <li>c) BULK FUEL/PROPANE SALES</li> <li>d) CARDLOCK</li> <li>e) CARETAKER’S SUITE/SECURITY SUITE</li> <li>f) CONCRETE PRODUCTS MANUFACTURING</li> <li>g) ENVIRO-TANK</li> <li>h) EQUIPMENT RENTAL FACILITY</li> <li>i) FOREST BASED FACILITY</li> <li>j) GRAIN ELEVATOR</li> <li>k) HIGHWAY MAINTENANCE YARD</li> <li>l) INDUSTRIAL CAMP</li> <li>m) INDUSTRIAL PLANT</li> <li>n) INDUSTRIAL, GENERAL</li> <li>o) MANUFACTURING FIRM</li> <li>p) OIL AND GAS FACILITIES</li> <li>q) OIL FIELD SERVICE</li> <li>r) PETROLEUM FACILITY</li> <li>s) PRESSURE VESSEL STORAGE</li> <li>t) <b>SELF-STORAGE 2 (Bylaw 942-14)</b></li> <li>u) SIMILAR INDUSTRIAL USES AS THE DEVELOPMENT AUTHORITY MAY CHOOSE TO PERMIT FROM TIME TO TIME.</li> </ul>

**8.34 ZAMA CITY MIXED USE “ZMU”**

A. PERMITTED USES	B. DISCRETIONARY USES
a) AMUSEMENT FACILITY b) ANCILLARY BUILDING/SHED c) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) d) CHURCH e) CLUB HOUSE f) CONVENIENCE STORE g) DAY CARE FACILITY h) GENERAL SERVICES ESTABLISHMENT i) LAUNDROMAT j) MEDICAL FACILITY k) PROFESSIONAL OFFICE l) PUBLIC USE m) PUBLIC UTILITY LOT n) RESTAURANT o) RETAIL STORE p) SERVICE STATION q) TRADESMEN’S BUSINESS r) INSTITUTIONAL USE	a) AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES b) CARDLOCK c) CARETAKERS RESIDENCE/SECURITY SUITE d) CONTRACTOR’S BUSINESS/YARD e) DWELLING – APARTMENT f) DWELLING – ROW g) EQUIPMENT RENTALS FACILITY h) GARAGE – ATTACHED i) GARAGE – DETACHED j) HOME BASED BUSINESS k) INDUSTRIAL CAMP l) INTENSIVE RECREATIONAL USE m) LIQUOR STORE n) LUMBER YARD o) MOTEL or HOTEL p) OIL FIELD SERVICE q) OWNER/OPERATOR BUSINESS 2 r) SECONDARY USE OF MANUFACTURED HOME – DOUBLE WIDE s) SEA CAN t) MANUFACTURED HOME – MODULAR u) MANUFACTURED HOME - SINGLE WIDE v) SELF-STORAGE 1 (Bylaw 942-14) w) SELF-STORAGE 2 (Bylaw 942-14) x) SHOP s) SIGNS t) STORAGE YARD y) TEMPORARY/PORTABLE UNIT z) TRUCK STOP aa) VEHICLE WASH ESTABLISHMENT bb) WELDING SHOP



READ a first time this \_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2014.

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 944-14 Amendment to the Inter-municipal Development Plan with the Town of High Level</b>

### BACKGROUND / PROPOSAL:

Currently, the Inter-municipal Development Plan (IDP) states on page 20, Plan Amendments - Policies:

*Both the Town and the County agree to a mandatory review, update and amendment, if necessary, of the IDP once every three years in order to confirm or amend any particular policy. Such a review allows both municipalities to update the IDP based on new information and/or studies. The first review shall take place in November, 2011.*

*The Inter-municipal Planning Commission will review the IDP once a year and provide a report to both Councils with any recommendations to the two Councils on proposed amendments.*

*The two Councils agree to meet at least once a year to review issues of concerns by either municipality and to review the Inter-municipal Planning Commission report.*

*Any amendment to the IDP must receive the agreement of both municipalities following a joint public hearing held in accordance with the provisions of the Municipal Government Act. No amendment shall come into force until such time as the Councils for the County and the Town approve the amending bylaw. Any disagreement respecting a proposed amendment would start the Dispute Resolution Process.*

*Either municipality may initiate an amendment to the IDP.*

**Author:** B. Peters      **Reviewed by:** \_\_\_\_\_ **CAO** JW

None of the above stated requirements of the IDP agreement had taken place, so at the January 30, 2014 Inter-municipal Planning Commission (IMPC) meeting, an RFD was presented with highlights of the agreement summarized, along with two recommended changes.

Administration has noted an omission to the original amendment which was presented to an approved by the IMPC, which is inserted in brackets in the motion below.

The IMPC members all agreed that the proposed changes made sense, and made the following motion:

*That the Inter-municipal Development Plan be referred to both the Town of High Level Council and Mackenzie County Council for revisions to the Land Use Policy Directions in (p.15) in the Inter-municipal Development Plan that it be amended from:*

*All applications for subdivision and development within the IDP Plan Area shall be determined by the Inter-municipal Planning Commission.*

To:

*All applications [within the IDP area] for subdivision, and developments that are either discretionary or requiring a variance, shall be determined by the Inter-municipal Planning Commission. For all permitted use applications [within the IDP area] the County shall forward the application and subsequent approval to the Town for information.*

And

*That Land Use Policy Directions – Transportation Systems (p. 12), policy directive four, be revised from:*

*“All applications within the AVPA shall be decided upon by the Inter-Municipal Planning Commission.”*

To:

*All applications within the AVPA that are discretionary or that require a variance, or any other matter that has the potential to negatively impact the airport, shall be decided upon by the Inter-Municipal Planning Commission.”*

The IDP states that when amendments are proposed to be made to the IDP, the municipalities must hold a joint public hearing.

Administration recommends that a discussion be held regarding each municipality holding a separate public hearing, due to the unlikely event that any ratepayers will desire to speak against the proposed bylaw.

### **OPTIONS & BENEFITS:**

By approving this change to the IDP agreement, applications for permitted use developments within the IDP area will be processed faster. It will also save staff time

Author: B. Peters Reviewed by: CAO JW

that is currently used for preparing the RFD's, and save costs to both municipalities by eliminating a handful of meetings each year.

**COSTS & SOURCE OF FUNDING:**

Minimal, limited to advertising costs which will be borne by the Planning Departments 2014 operating budget.

**SUSTAINABILITY PLAN:**

This issue does not affect the Sustainability Plan, as it is only a matter of procedural efficiency.

**COMMUNICATION:**

The Public Hearing will be advertised as per the requirements of the MGA and IDP. No other communication of this revision to the IDP is required.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 944-14, being an amendment to the Inter-municipal Development Plan with the Town of High Level.

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO JW

**BYLAW NO. 944-14**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY – TOWN OF HIGH LEVEL INTER-MUNICIPAL**  
**DEVELOPMENT PLAN**  
**BYLAW 713-09**

**WHEREAS**, the Municipal Government Act, R.S.A. 2000, c. M-26 (hereinafter referred to as “the Act), as amended, provides that a municipality may amend Bylaws

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, deems it appropriate to Amend pages 12 and 15 of the Mackenzie County – Town of High Level Inter-Municipal Development Plan

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

THAT Land Use Policy Directions – Transportation Systems (p. 12), policy directive four, be revised to read:

All applications within the AVPA that are discretionary or that require a variance, or any other matter that has the potential to negatively impact the airport, shall be decided upon by the Inter-Municipal Planning Commission.”

AND

THAT Land Use Policy Directions – Inter-Municipal Planning Commission (p.15) be revised to read:

All applications, within the IDP area, for subdivision, and developments that are either discretionary or requiring a variance, shall be determined by the Inter-municipal Planning Commission. For all permitted use applications, within the IDP area, the County shall forward the application and subsequent approval to the Town for information.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2014.

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

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Bill Neufeld  
Reeve

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Joulia Whittleton  
Chief Administrative Officer







**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address items that impact this policy.

**COMMUNICATION:**

Communication will be minimal regarding the change to this policy. Developers will be notified of the change when they inquire about developing land within the hamlets. Developers that administration is regularly in contact with will be notified promptly.

**RECOMMENDED ACTION:**

That Policy DEV005 Municipal Reserve Policy be adopted as presented.

Author: B Peters Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

## Mackenzie County

<b>TITLE</b>	Municipal Reserve Policy	<b>Policy No:</b>	DEV005
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<b>LEGISLATION REFERENCE</b>	Municipal Government Act – Division 8
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### **PURPOSE**

Establish clarity on the dedication of Municipal Reserve lands.

### **POLICY STATEMENT**

Mackenzie County receives various requests for subdivisions, both within the hamlets and in the rural areas. As per the Municipal Government Act (MGA), the County may receive municipal reserve (MR), in the form of land or money, or a combination there of, for the provision of future services. This policy will ensure consistency and clarity on how municipal reserve is collected and managed.

### **DEFINITIONS**

The following definitions are used for the purpose of this policy:

**Quarter Section** - means 160 acres (64.75 Ha), more or less, as described in Sections 18 to 28 of the Alberta Surveys Act, RSA 2000.

### **GENERAL PROVISIONS**

This policy is intended to be used in conjunction with the requirements of the Municipal Government Act (MGA), the Subdivision and Development Regulations and applicable County Bylaws (including the Land Use Bylaw). Where a conflict exists between this policy and the aforementioned provincial requirements and/or County Bylaws, the provincial requirements and County Bylaws will apply.

This policy addresses how the County will collect Municipal Reserve from urban and rural subdivisions, and how Municipal Reserve will be managed and the considerations required for the disposal of Municipal Reserve land.

The MGA states that reserve dedication is based on the original quarter section, with a land size of 160 acres more or less, as described within the Surveys Act of Alberta.

The MGA states that the maximum amount of land to be designated as municipal or school reserve cannot exceed 10% of the original parcel area, less any lands designated for environmental reserve.

For all municipal reserve, environmental reserve or school reserve designations, the County shall consider the viability of the project and the developer's economic case. The deciding factor for amount of designation, location of designation, or money in lieu of land shall always be made in the interest of bettering the community at large.

As per the MGA, there are several situations where an applicant is exempt from providing municipal reserve for a subdivision:

- Where only one lot is to be created from a quarter section of land;
- Where land is to be subdivided into parcels of 16.0 Ha (39.5 acres) or more and is to be used only for agricultural purposes;
- The land to be subdivided is 0.8 Ha (2.0 acres) in size or less; and
- Where reserves have already been provided for the subject parcel.

## **RURAL SUBDIVISIONS**

For all subdivisions that require an MR dedication, the County's preference for type of dedication received shall be:

- Commercial/Industrial subdivisions – Land dedication only as required to provide adequate buffer strips between potentially conflicting land uses, to protect environmentally sensitive areas, or to provide linear trail and drainage areas. The remainder of the dedication shall be as cash in lieu of land.
- Single lot residential subdivisions (excluding the first subdivision from a quarter section) – cash in lieu of land
- Multi-lot residential subdivisions – a combination of land and cash in lieu of land. Land dedication shall be sufficient to allow for a future park and/or municipal service, linear trail or drainage areas, as buffer strips between potentially conflicting land uses, and to protect environmentally sensitive areas.
- Environmentally sensitive areas shall be dedicated as either municipal reserve or environmental reserve, whichever is deemed more beneficial to the County.

For parcels of land that are less than a quarter section, but where the remainder of the quarter section remains crown land, municipal reserve calculations shall be performed according to the entire quarter section.

For the purpose of this bylaw, all river lots shall be overlaid with the ATS grid, and municipal reserve calculations shall be calculated based on the theoretical quarter section.

## **URBAN SUBDIVISIONS**

For all urban subdivisions, municipal reserve dedication shall be:

- Commercial/Industrial subdivisions – Land dedication only as required to provide adequate buffer strips between potentially conflicting land uses, to protect environmentally sensitive areas, or to provide linear trail and drainage areas. The remainder of the dedication shall be as cash in lieu of land.
- Residential subdivisions – a combination of land and cash in lieu of land. Land dedication shall be sufficient to allow for a future park and/or municipal service, linear trail or drainage areas, as buffer strips between potentially conflicting land uses, and to protect environmentally sensitive areas.
- Environmentally sensitive areas shall be dedicated as either municipal reserve or environmental reserve, whichever is deemed more beneficial to the County, when considering the long term impact and growth of the surrounding community.

## **VALUE DETERMINATION**

Where cash is required in lieu of land, Municipal Reserve value shall be determined based on the market value for proposed use and the existing servicing of the land in question. Proposed improvements shall not be considered when determining the land value for the purpose of calculating the Municipal Reserve levy.

The MGA states that the applicant shall provide the market value appraisal, and that it must be provided within 35 days of applying for the subdivision approval.

The County will get their assessor to determine the Municipal Reserve levy, and the County will provide this value to the applicant. Should the applicant be satisfied with the value determined by the County assessor, the County will consider this as the applicants market value appraisal. Should the applicant not be satisfied with the value determined by the County assessor, they may get an independent third party market value appraisal completed and provide it to the County. The County and applicant will then meet to discuss the variation in the assessed values, and jointly agree on the final value.

The total amount of Municipal Reserve money that shall be paid to the County will be included with the subdivision approval.

**CALCULATIONS**

To provide clarity on the calculations for reserve dedication:

**Environmental Reserve needed:**

Area of parcel to be subdivided:	40.00 ha
Lands to be designated environmental reserve:	<u>3.50 ha</u>
Area of parcel to be considered for municipal or school reserve:	36.50 ha
Total maximum municipal and/or school reserve dedication (10%):	3.65 ha

**No Environmental Reserve needed:**

Area of parcel to be subdivided:	40.00 ha
Lands to be designated environmental reserve:	<u>0.00 ha</u>
Area of parcel to be considered for municipal or school reserve:	40.00 ha
Total maximum municipal and/or school reserve dedication (10%):	4.00 ha

	Date	Resolution Number
<b>Approved</b>		



# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Utility Rights-of-Way (ROWS) in Hamlet Residential Districts</b>

**BACKGROUND / PROPOSAL:**

Due to the ongoing discussions and difficulties of dealing with issues, be it trees, maintenance of, use of, quadding in, or RVs parking in, utility ROWs (backalleys), the Planning Department completed some research into the possibility of eliminating or reducing the width of utility ROWs from hamlet residential developments.

Currently, the gas co-op is the only utility provider that makes use of the rear utility ROWs in new residential developments. Currently these utility ROWs are 6 meters (20 feet) in width, which is sufficient for traffic to travel along the ROWs if they desire. This is also sufficient width to park RVs, boats or to stockpile your garbage.

**OPTIONS & BENEFITS:**

There are several pros and cons to keeping, reducing the width of, or eliminating these utility rights-of-way, as detailed below:

<b>Maintaining Status quo (20 feet ROWs)</b>	
<b>Positives</b>	<b>Negatives</b>
<ul style="list-style-type: none"> <li>• everyone knows the rules &amp; procedures</li> <li>• require no effort to change policies, protocols, inform developers or the public</li> <li>• allows residents to access the back of their yards when needed</li> <li>• allows emergency services to access rear yards if/when needed</li> <li>• gas co-op has ample room for installation of gas lines</li> </ul>	<ul style="list-style-type: none"> <li>• people will use the space since it's there - continued use of ROWs for storage, garbage, etc.</li> <li>• tree and maintenance problems will be unchanged</li> <li>• is a waste of land as currently used</li> <li>• room for ATVs to travel</li> </ul>

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

<b>Reducing Rights-of-Way width to 10 feet</b>	
<b>Positives</b>	<b>Negatives</b>
<ul style="list-style-type: none"> <li>• everyone knows similar rules &amp; procedures</li> <li>• minimal effort to change policies, protocols, inform developers or the public</li> <li>• allows residents to access the back of their yards when needed</li> <li>• allows emergency services to access rear yards if/when needed (not really, but sort of)</li> <li>• gas co-op still has room for installation of gas lines</li> <li>• better utilization of land, less wasted land on new developments</li> <li>• reduced ROW width should lead to reduction in usage - too narrow to utilize unless you have to</li> <li>• land is not wasted. The land used as ROW serves a purpose without being excessive and wasteful</li> </ul>	<ul style="list-style-type: none"> <li>• people will use the space since it's there - but less space should lead to less use</li> <li>• tree and maintenance problems will likely be unchanged</li> <li>• room for ATVs to travel</li> <li>• more difficult for Gas Co-op to install gas lines in semi-developed areas</li> </ul>
<b>Eliminate rear Rights-of-Way</b>	
<b>Positives</b>	<b>Negatives</b>
<ul style="list-style-type: none"> <li>• eliminates ATV problem</li> <li>• eliminates tree and maintenance problems</li> <li>• optimal utilization of land</li> </ul>	<ul style="list-style-type: none"> <li>• increased cost for Gas Co-op to service residential areas</li> <li>• strong potential for increased lot grading/draining issues between neighbors</li> <li>• increased infrastructure in the front of lots means more expensive repairs for all utilities</li> <li>• no rear yard access - for personal use or emergency vehicles</li> <li>• risk of public opposition</li> <li>• significant change - would require lots of communication with developers, engineers, Gas Co-op</li> </ul>

The estimated increase in cost, per lot, for the Gas Co-op to service a property if rear ROWs are eliminated is \$1,140. These are costs that are directly passed onto the homeowner, and are not borne by the land developer who now benefits from not having to provide land for the ROWs.

Author: B. Peters Reviewed by: CAO



In discussions with the Gas Co-op, it was pointed out that since lots are still relatively large few homeowners utilize the full building envelope on their property. This all but eliminates the possibility of pre-installing the gas services to each lot because of the variability in potential house locations. This eliminates installing a single line in the rear yard and acquiring an easement to protect the line. The proposed cost was based on running a gas line in the front yards on each side of the street.

Administration did not complete a detailed review of the pros and cons of various reduced ROW widths. The 10' width was what the Gas Co-op determined to be a workable minimum.

**COSTS & SOURCE OF FUNDING:**

No matter which option is chosen, the immediate costs of implementing the change or maintaining status quo are minimal, and would consist primarily of staff time to work with engineers, developers and the Gas Co-op.

The true costs come in the form of long term maintenance costs. No estimates or best guesses were prepared to attempt to calculate these costs.

**SUSTAINABILITY PLAN:**

Goal N3 of the Sustainability plan states: *Optimal use is made of County farm land.* While this only indirectly applies, the more efficiently our hamlets are developed the less agricultural land will be converted to urban use.

The sustainability plan does not otherwise address land utilization within hamlets.

**COMMUNICATION:**

Effectuated parties will be informed of any changes that are made.

**RECOMMENDED ACTION:**

That administration continue to work with affected parties and to make the required revisions to the appropriate documents to reduce the utility rights-of-way widths in hamlet residential districts.

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>Bylaw 943-14 Establishment of an Agricultural Appeal Board</b>

**BACKGROUND / PROPOSAL:**

Council established an agricultural appeal board by a bylaw. The appeal board is authorized to hear appeals under the *Alberta Weed Control Act*, *Alberta Soil Conservation Act*, and the *Alberta Pest Control Act*.

The current bylaw is outdated, and does not coincide with the Provincial Acts administered by the Agricultural Service Board (ASB). The current bylaw does not state that an appeal fee will be charged.

This update will also include changes to the appeal fees established in Schedule A of the above listed bylaw.

**OPTIONS & BENEFITS:**

Establishment of the Board and Membership:

**Option 1:** The board shall consist of three councilors who are not members of the ASB.

**Option 2:** The board shall consist of three members at large appointed by council.

Please note that ASB Grant Program coordinator Maurine Vandias has stated that it may be appropriate to have an appeal board consisting of public members and not including councillors. She has further stated that their lawyer’s interpretation of the legislation is such that members appointed to the appeal board should not be the council members. The Act states that the appeal appointees must be independent of the board and our interpretation is such that “the board” is an ASB board and not council.

**Author:** Grant Smith      **Reviewed by:** \_\_\_\_\_ **CAO** Joulia Whittleton

Please review the attached bylaw.

**COSTS & SOURCE OF FUNDING:**

NA

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

**Motion 1:**

That first reading be given to Bylaw 943-14 being the Establishment of an Agricultural Appeal Board as presented.

**Motion 2:**

That second reading be given to Bylaw 943-14 being the Establishment of an Agricultural Appeal Board.

**Motion 3:** (requires unanimous)

That council proceed to third reading of Bylaw 943-14 being the Establishment of an Agricultural Appeal Board at this meeting.

**Motion 4:**

That third reading be given to Bylaw 943-14 being the Establishment of an Agricultural Appeal Board.

**Motion 5:**

That the following Councillors be appointed to the Agricultural Appeal Board:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

**Motion 6:**

That administration brings forward the Fee Schedule Bylaw incorporating the following fees into the bylaw:

RELEVANT ACT	APPEAL FEE
Weed Control Act	\$500.00
Soil Conservation Act	\$500.00
Agricultural Pests Act	\$100.00

**Motion 7:**

That \_\_\_\_\_ be appointed as the Secretary to the Agricultural Appeal Board.

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

BYLAW NO. ~~286/01~~ 943-14

BEING A BY-LAW OF ~~THE~~  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA

~~TO~~ ESTABLISHMENT OF AN AGRICULTURAL APPEAL BOARD

WHEREAS, the ~~Agricultural Service Board Act~~, Weed Control Act, Soil Conservation Act, Agricultural Pests Act and amendments thereto empower a local authority to appoint a committee to hear and determine appeals,

NOW THEREFORE, the Council of ~~the Municipal District of Mackenzie No. 23 Mackenzie County~~, duly assembled, enacts as follows:

**Section 1**    **Definitions**

1.     The following words and phrases mean:

- (a)    **Act** – the Municipal Government Act, 1994 and amendments thereto.
- (b)    **Appellant** – the person who has served written notice of an appeal to the Secretary of the Board from a notice issued under the ~~Agricultural Service Board Act~~, Weed Control Act, Soil Conservation Act, Agricultural Pests Act.
- (c)    **Board** – the Agricultural Appeal Board established pursuant to this Bylaw.
- (d)    **Council** – the duly elected Council of ~~the Municipal District of Mackenzie No. 23. Mackenzie County.~~
- (e)    **Members at Large** – are the members of the Board who are not Councillors for the municipality.
- (f)    **Municipality** – ~~the Municipal District of Mackenzie No. 23. Mackenzie County.~~
- (g)    **Secretary** – the person appointed by Council to act as Secretary of the Board.
- (h)    All other terms used in this Bylaw shall have the meaning assigned to them by the Act.

## **Section 2 Establishment of the Board and Membership**

1. The Board is hereby established and shall consist of three Councillors. A Councillor appointed to the Board shall not be a member of the Agricultural Service Board.
- 1.2. The Councillor's appointment to the Board shall terminate upon that person ceasing to be a member of Council or otherwise ineligible to serve as a member of the Board, subject to the provisions of this Bylaw and the Act.
- 2.3. Members of the Board may be appointed to coincide with ASBAgricultural Service Board member appointments annually, or as required, subject to this Bylaw.
- 3.4. Subject to other provisions of this Bylaw, Council may appoint one (1) member of Council as an alternate member of the Board if a member of the Board appointed by Council pursuant to this Bylaw is unable to participate as a member of the Board.
- ~~4. A Councillor appointed to the Board shall not be a member of the Agricultural Services Board.~~

## **Section 3 Appeal Fees**

1. Appellants may be charged an appeal fee to cover the cost associated with an appeal in accordance with ~~Schedule "A".~~ the Fee Schedule Bylaw.
2. The appeal fee shall be refunded to the appellant if the Board rules in favour of the appellant.

## **Section 4 Remuneration**

1. The members of the Board shall be entitled to remuneration, travel and living expenses as set forth in the municipality's bylaw providing for Honourariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

## **Section 5 Quorum**

1. Two members of the Board shall constitute a quorum.

## **Section 6 Absent Board Members**

1. A member of the Board who is for any reason unable to attend the whole or part of an appeal hearing, shall not participate in the deliberations or decision by the Board upon that appeal.
2. In the event of the absence or inability of the Chairman of the Board to act as Chairman, the Vice-Chairman of the Board shall act as Chairman.

### **Section 7    Chairman and Vice-Chairman**

1. The Board shall elect a Chairman and Vice-Chairman from among themselves.
2. The Chairman and Vice-Chairman shall hold office for the duration of their appointment to the Board or until such time as their written resignation from those positions.

### **Section 8    Duties**

1. The Board shall:
  - a. decide upon all appeals referred to it by the Secretary of the Board related to the issuance of a notice under the [Agricultural Service Board Act](#), Weed Control Act, Soil Conservation Act, Agricultural Pests Act.
  - b. perform other such duties as described or implied in this bylaw or as may be assigned to it by Council.

### **Section 9    Signing Authority**

1. An order, decision, approval, notice or other things made, given or issued by the Board shall be signed on its behalf by the Chairman, Vice-Chairman or Secretary.

### **Section 10    Decisions**

1. The Board shall issue its decision upon an appeal in writing together with reasons for the decision pursuant to the provisions of the Act.
2. The decision of the majority of the Members of the Board present at a meeting duly convened is deemed to be the decision of the whole Board.

### **Section 11    Special Meeting**

1. Upon receipt of a notice of appeal duly filed pursuant to the provisions of the Act and of this Bylaw, the Secretary may convene a special meeting of the Board to consider what persons are affected by the appeal and should be notified thereof.



The Secretary of the Board shall call such a meeting not less than six days prior to the date of the public hearing. The Board is allowed to hold a special meeting to:

- a. Determine who should be notified of the Board hearing; and
- b. Determine if any Members of the Board are unable to attend the hearing due to absence or pecuniary interest.

### **Section 12 Public Hearing**

1. The hearing of the appeal pursuant to the Act shall be held in public and all persons who wish to attend shall be entitled to do so.
2. The Board shall meet for the hearing of appeals as frequently as is necessary or as specified in the relevant Act and in any event within thirty (30) days of receipt of a notice of appeal duly filed pursuant to the Act.

### **Section 13 Secretary of the Board**

1. The Council shall appoint a Secretary to the board who may be an employee of the municipality.
2. The Secretary shall attend all meetings and hearings of the Board, but shall not vote on any matters before the Board.
3. Functions of the Secretary:

The Secretary shall:

- a. perform such functions as may be necessary to ensure that the Board is in full compliance with its duties under the Act and this Bylaw.
- b. attend all meetings of the Board and shall keep the following records with respect thereto:
  - a. minutes of all meetings and hearings,
  - b. all applications,
  - c. records of all notices of hearings and or persons to whom they were sent,
  - d. copies of all written presentations to the Board,
  - e. notes as to each representation,
  - f. names and addresses of those making presentations at the hearing,
  - g. decision of the Board,
  - h. reasons for the decision of the Board,

- i. vote of the Members of the Board on the decision,
  - j. records of all notices of decision and of persons to whom they were sent,
  - k. all notices, decisions and orders made on appeal from the decisions of the Board, and
  - l. such other matters as the Board may direct or the Secretary may determine.
- c. notify all Members of the Board of the arrangements for the holding of each hearing and other meetings of the Board,
- d. make available for public inspection before the commencement of the public hearing all relevant documents and materials respecting the appeal including:
  - i. all applications, notices, and decisions related to the appeal; and
  - ii. written notice of appeal from individuals who believe that they are affected by the decision, order, or notice.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23 Mackenzie County**

**BYLAW 286/01**

**SCHEDULE A**

RELEVANT ACT	FEE
Agricultural Service Board Act	\$100.00
Weed Control Act	\$100.00
Soil Conservation Act	\$100.00
Agricultural Pests Act	\$100.00





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Letter of Support – First Nations Municipal Community Infrastructure Partnership Program</b>

**BACKGROUND / PROPOSAL:**

The Federation of Canadian Municipalities offers an invaluable service through delivering Community Infrastructure Partnership Program (CIPP) workshops and resources that support strong First Nation – Municipal partnerships. A workshop was held in our region on February 28, 2014.

Continued funding for this program has not yet been approved and therefore Mackenzie County feels it beneficial to provide a letter of support for the program.

A draft letter is attached for Council review.

**OPTIONS & BENEFITS:**

A helpful tool to assist in building relationships and in the development of joint service agreements between municipalities and First Nations.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

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

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

That a letter of support be sent to the Federation of Canadian Municipalities for the continuation of funding to the Community Infrastructure Partnership Program.

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

March 3, 2014

Federation of Canadian Municipalities  
24, rue Clarence Street,  
Ottawa, Ontario K1N 5P3

**Attention:** Donna Lyons  
Program Manager, First Nations - Municipal CIPP

Dear Ms. Lyons;

Just last week on February 28, 2014, Mackenzie County's Council and staff participated in a CIPP workshop with Little Red Cree Nation's Council and staff—as well as representatives from Beaver First Nation—at the Mirage Hotel in High Level. This workshop was the first council-to-council meeting of these local governments and identified many areas for future collaboration, including on joint service agreements. Plus, it provided an opportunity to make face-to-face connections between council and staff members, which has helped to build stronger relationships. Many participants expressed the value they felt in coming together to discuss the intergovernmental relationship and the path forward for working together in the years to come.

The Federation of Canadian Municipalities offers an invaluable service through delivering CIPP workshops and resources that support strong First Nation—Municipal partnerships. Participating in this workshop has contributed to a strong foundation for the partnership and relationships between Mackenzie County and Little Red Cree First Nation and Beaver First Nations. In addition, the tools that are provided will be helpful in the future as we work to develop joint service agreements, such as: protocol/communications agreement, fire protection, mutual aid, solid waste, water, and emergency health care transportation services. It is our hope that our community can continue to benefit from CIPP's services—and that CIPP's funding is renewed so that this program will be available to support our community and others like ours across the country.

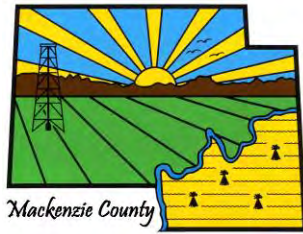
I would encourage the continuation of promoting this toolkit with both municipal councils and first Nations band councils and their respective senior staff across the country, as I believe many other communities could benefit from this toolkit.

Sincerely

Bill Neufeld  
Reeve  
Mackenzie County







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 11, 2014</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>2014 Ratepayer Meetings</b>

### **BACKGROUND / PROPOSAL:**

The County holds ratepayer meetings annually in La Crete, Fort Vermilion, High Level Rural/Rocky Lane, Zama, and Tompkins Landing.

Suggested meeting dates are as follows (all meetings will begin at 7:00 p.m.):

- June 11, 2014 – Fort Vermilion
- June 12, 2014 – Rocky Lane
- June 13, 2014 – La Crete
- June 16, 2014 – Zama
- June 17, 2014 – Tompkins Landing

### **OPTIONS & BENEFITS:**

To present the audited financial statements and conduct public engagement as per Council's Business Plan.

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

2014 Operating Budget

### **SUSTAINABILITY PLAN:**

Author: C. Gabriel Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_

**COMMUNICATIONS:**

Ratepayer meetings will be advertised in the County Image, Big Deal Bulletin, and the County Facebook page.

**RECOMMENDED ACTION:**

That the 2014 annual ratepayer meetings be held as follows:

- June 11, 2014 – Fort Vermilion
- June 12, 2014 – Rocky Lane
- June 13, 2014 – La Crete
- June 16, 2014 – Zama
- June 17, 2014 – Tompkins Landing

Author: C. Gabriel Reviewed By: CAO



## Mackenzie County Action List as of February 26, 2014

### *Council Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>July 9, 2012 Council Meeting</b>			
12-07-494	That administration proceed as discussed regarding the access to Plan 0023789, Block 1, Lot 1.	John Byron	In progress
<b>October 30, 2012 Council Meeting</b>			
12-10-731	That Council continues lobbying to have the Zama Access and Highway 88 Connector roads designated as primary highways and immediate upgrading.	Joulia	In progress Letter sent to the Premier Rec'd response from AT Letter sent to DM Rob Penny
<b>February 27, 2013 Council Meeting</b>			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Ron P.	In progress
13-02-122	That an open house be held for the public to provide input on the future expansion of the Fort Vermilion Bridge Campground recreational area.	Ron P.	After lease is in place.
<b>March 12, 2013 Council Meeting</b>			
13-03-150	That administration investigate the construction of rural water line connections to access more provincial funding.	Joulia John K.	In progress
13-03-165	That administration proceed with drafting an Antenna System Siting Protocol for review by Council.	Byron	In progress
<b>May 7, 2013 Council Meeting</b>			
13-05-332	That administration develops a policy addressing dedication of reserves as per Division 7 of MGA for Council review and consideration.	Byron	11-Mar-14
<b>May 28, 2013 Council Meeting</b>			
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.	Joulia	In progress Letter sent to DM Rob Penny and meeting held
<b>September 10, 2013 Council Meeting</b>			
13-09-655	That a letter be sent to Alberta Environment & Sustainable Resource Development requesting the	Grant	In progress

Motion	Action Required	Action By	Status
	status of the diseased bison local advisory group.		
<b>October 8, 2013 Council Meeting</b>			
13-10-689	That administration prepare a Site C Strategy and invite involved parties.	Joulia	
13-10-693	That administration be instructed to continue pursuing taking over the lease for the Meander North and Meander South gravel pits from Environment & Sustainable Resource Development (ESRD) and negotiate with ESRD to fund reclamation and survey costs.	Ron P. Mark	In progress
<b>October 30, 2013 Council Meeting</b>			
13-10-798	That administration investigate further options for future bridge replacement.	John K. Ron P.	PW Committee
13-10-833	That administration negotiate with the property owner for the mobile home encroaching into laneway.	Byron Joulia	April 2014
<b>November 29, 2013 Council Meeting</b>			
13-11-855	That Administration brings forward the amendments to the Addressing Bylaw as discussed.	Byron	Article in the January/February County Image 26-Mar-14
13-11-860	That administration advise the Mackenzie Coalition for Early Childhood Development to work with the local Family Community & Support Services groups in the region as County Councillors are currently appointed to these organizations.	Carol	
13-11-861	That Administration proceed with implementing rural addressing with funding originally coming from the 2014 Capital Budget, with capital costs of the signs billed to the property owners at cost recovery.	Byron	Article in the January/February County Image 26-Mar-14
<b>December 10, 2013 Council Meeting</b>			
13-12-896	That the fees be waived for any non-profit organization that applies to rezone their property to REC 2 if received before March 31, 2014.	Byron	In progress
13-12-910	That administration further investigate the Trails in Alberta Highway Rights-of-Way: Policies, Guidelines, and Standards.	Ron P.	PW Committee
13-12-919	That a letter be sent to BC Hydro and Environment & Sustainable Resource Development requesting additional monitoring stations at the Tompkins Landing ice-bridge crossing and Fort Vermilion.	Joulia Byron	
13-12-925	That administration be authorized to finalize the Peace Officer Contract with the Town of Rainbow Lake as discussed.	Joulia	In progress

Motion	Action Required	Action By	Status
January 13, 2014 Special Council (Budget) Meeting			
14-01-008	That the Zama Access Road paving be identified as the first priority project should funding become available under the Resource Road Program or the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
14-01-009	That the Blue Hills Road paving to the school be identified as the second priority project should funding become available under the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
14-01-010	That the regional water line between Fort Vermilion and High Level be identified as the first utility project should funding become available under the Build Canada Fund and that administration work on plans to make this a "shovel ready project".	Joulia	
January 14, 2014 Council Meeting			
14-01-031	That administration review opportunities to strengthen the development permit requirements to avoid overland flooding.	Byron	In progress
14-01-043	That administration proceeds with review and negotiation of the Electrical Energy Contract with Mustus Energy Ltd. as discussed.	Joulia	In progress
February 11, 2014 Council Meeting			
14-02-088	That a letter be sent to CN inviting them to a meeting with County representatives.	Joulia	
February 26, 2014 Council Meeting			
14-02-105	That administration monitor the condition of the County roads and apply a 75% road ban (without permit possibilities) on roads where necessary.	Ron P. John	
14-02-016	That administration bring forward to the next Council meeting a 2014 permitting structure and fees for road bans.	Ron P. John	11-Mar-14
14-02-114	That a letter be sent to the Mackenzie Housing Management Board requesting that, should the decision be made in favor of the Mackenzie Housing Management Board, all legal and associated costs from the Municipal Government Board requisition dispute between Town of High Level and Mackenzie Housing Management Board not be added to Mackenzie County's requisition.	Joulia	TABLED to March 11, 2014 Council Meeting
14-02-116	That the County participate in the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ) permitting system.	Ron P. John	

Motion	Action Required	Action By	Status
14-02-117	That the Natural Resources Conservation Board (NRCB) be invited to attend a council meeting for a presentation on the Agricultural Operation Practices Act and its associated regulations, NRCB application and compliance processes.	Joulia	
14-02-118	That Tolko, Ainsworth, and the La Crete Sawmills be invited to present their business plans to Council.	Joulia	
14-02-129	That an emergent resolution be taken to the AAMDC Spring Convention regarding the collection of linear property tax arrears.	Joulia	
14-02-130	That administration continue with the legal process to collect tax arrears on linear property.	Joulia	In progress

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

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



LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
JANUARY 16, 2014

Northern Lights Recreation Centre  
La Crete, Alberta

President: Abe Fehr, President  
Simon Wiebe, Vice President  
Darlene Bergen, Secretary-Treasurer  
George Derksen, Director  
John Zacharias, Director  
Shawn Wieler, Director  
George Fehr, Director  
Philip Doerksen, Arena Manager

Absent: Wendy Morris, Director  
Tracey Siemens, Director  
Peter F. Braun, MD Rep

Call to Order: President Abe Fehr called the meeting to order at 6:04 p.m.

Approval of Agenda

1. George Doerksen moved to accept the agenda as amended.  
8.3 Summer Employment Program

CARRIED

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the December 12, 2013 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Philip attended the County budget meetings
2. Philip is getting involved in the Canada Day Committee.

Review of Action Sheet

1. No changes to action sheet.

Financial Report

1. Received January operating cheque since financials were completed.
2. Were under in the operating account and had to borrow from capital account. Will return ASAP.

3. Shawn Wieler moved to accept the financial report.

CARRIED

Manager's Report – Philip Doerksen

1. Bowling alley very busy with record breaking deposits. Just replaces some shoes and balls.
2. County Director Ron Pelensky toured the facility recently and was impressed.
3. Simon Wiebe moved to accept the Manager's Report as presented.

CARRIED

New Business

8.1 Curling Ice – Curlers are complaining about the white residue on the ice surface. There is a unit we can rent to improve the ice surface. Philip will look into the water softener we recently purchased as the water softener was supposed to help with the water quality before making a decision. Also looking into adding additional foam dividers between the sheets of ice which would allow flooding on individual sheets of ice.

8.2 Budget – Received a 15% increase (to \$224,615.70) on our operating account for upcoming year which will be very helpful in operating our facilities.

8.3 Summer Employment Program – May be good for a part time rec program. Deadline has been extended to January 31<sup>st</sup>.

John Zacharias moved to go in camera at 6:52 p.m.

George Fehr moved to go out of camera at 7:01 p.m.

Darlene Bergen moved that the meeting be adjourned at 7:12 p.m.

Next Meeting: February 20, 2014

Fort Vermilion Support Service Society  
Annual General Meeting  
May 21, 2013

Attendance

Monica Smith, Jaime Selwah, Tamie McLean, Christian Wright, Odell Flett, Leslie Prenoslo, Tammy Predovic

1.0 Call to Order

Monica called the meeting to order at 5:11 p.m.

2.0 Review of Annual General Meeting Minutes April 30<sup>th</sup>, 2012

- Odell to be added to list of people who attended the Annual General Meeting on April 30, 2012.

3.0 Bylaw Review

Monica makes a motion that the Council Member appointed by Mackenzie County shall have voting rights.

4.0 Elections

4.1 Chairperson- Two year term

Monica is still Chairperson for one more year.

4.2 Vice-Chair - One year position

Tamie nominates Kristin Wright for Vice Chair. Monica seconds the nomination. Kristin accepts. Odell moves that all nominations cease. Kristian is Vice Chair and will serve a one year term.

4.3 Secretary/Treasurer

Jaime nominates Leslie for Secretary. Kristian seconds the nomination. Leslie accepts. Monica moves that all nominations cease. Leslie is Secretary for a one year one.

4.4 Director -Two year

Jaime is serving her second year as Director.

4.5 Director- One year

Kristian nominates Tamie Lambert for Director. Monica seconds. Tamie accepts.

Tamie is Director for a one year term.

4.6 Director-One year

Kristian nominates Tammy Predovic for Director. Monica seconds. Tammy accepts. Tammy is Director for a one year term

5.0 Meeting adjourned at 5:32 p.m.

**Fort Vermilion Support Services**  
**February 25, 2013 Meeting Minutes**

Attendance

**Present:** Cheryl Mercredi, Jaime Selwah, Monica Smith, Glenda Auger, Tamie McLean

**Regrets:** Odell Flett

**1.0 Call to Order**

Monica called the meeting to order at 5:18pm

**2.0 REGRETS:** Odell Flett

**3.0 Approval of Agenda**

Cheryl motions to approve the agenda. Tamie seconds.

CARRIED

**4.0 Approval of Minutes:** November 19th, 2012 Meeting Minutes

Cheryl motions to approve the minutes. Tamie seconds.

CARRIED

**5.0 Business Arising**

**5.1 Job Description for Program Coordinator Review**

A motion was made to add a section in the job description regarding confidentiality. Once changed, the job description needs to be emailed to each of the board members for approval and then given to Mildred and Chantel to sign. All in favor.

CARRIED

**5.2 Letter to Nancy**

Nancy wrote a letter to the Society regarding issues of her rate of pay when she worked at FVSS and that of the Director.

*Action:* Monica and Glenda will stay after the meeting to write Nancy a response letter about her concerns.

**5.3 Casual Worker**

Chantel Lizotte was hired as a casual worker at FVSS.

**6.0 Financial Report**

**6.1 November/December 2012 and January 2013**

Cheryl motions to approve the financial reports. Tamie seconds. All in favor

CARRIED

**6.2 As of today's date we have \$ 48,795.15. This includes \$1,459.49 from the Evergreen Grant and \$3,597.25 from the Community Initiatives Grant**

## **7.0 Month End Reports**

Tamie motions to approve November/December 2012 and January 2013 month end reports. Jaime seconds. All in favor

## **8.0 Committee Updates**

### **8.1 Community Initiatives Grant**

To date we still have \$3, 597.25 left of the Community Initiatives grant. The next group that we will be outreaching will be the seniors. Fort Public School has agreed to get a couple kids from the SRD club to assist the seniors with the food preparation. Gladys Ward will set up transportation to and from the school with the senior's bus. Lily Paul will continue to coordinate the program. Leslie Prenoslo will continue to help with the coordination of the program as well.

### **8.2 Photocopier from NorAlta Aviation**

Tamie reported that the photocopier from NorAlta was too damaged to donate. A motion was made that Glenda look get quotes to purchase a new photocopier and to bring the quotes to the next meeting.

### **8.3 2012 Annual FCSS Program report has been submitted to Mackenzie County**

### **8.4 Family Skate was held at Community Complex on February 18<sup>th</sup>. Approximately 60 people took part in the activity. FVSS sponsored hotdogs and hot chocolate toward the event.**

## **9.0 Correspondence**

### **9.1 Joining Hands Conference**

Millie will attend the Joining Hands conference in High Level March 8<sup>th</sup> and 9<sup>th</sup>.

### **9.2 SOS Magazine**

It was decided that FVSS will not be putting an advertisement into the SOS Magazine.

## **10.0 New Business**

### **10.1 Fort Vermilion 225 Birthday Celebrations**

June 22<sup>nd</sup> is the set date to celebrate Fort Vermilion's 225<sup>th</sup> birthday. The complex will be spear-heading the event and is looking for partnership from all community organizations.

### **10.2 Glenda medical leave March 18<sup>th</sup>, 2013**

Glenda will be on medical leave for 4-6 weeks as of March 18<sup>th</sup> due to surgery.

### **10.3 Fort Vermilion Winter Carnival**

FVSS was asked to coordinate the Winter Carnival this year. FVSS is looking for partnerships from organizations to take on some of the events that will be held. It was decided that FVSS will sponsor the Youth Dene Games events.

### **10.4 Alberta Food Bank Association**

It was discussed at the meeting to start a food bank in Fort Vermilion. After evaluating the need of a food bank, it was decided not to start one.

**10.5** 2013 STEP (Summer Temporary Employment Program) grant application  
Application deadline is February 28<sup>th</sup>. FVSS will be applying for the STEP grant this year.

**10.6** Volunteer Income Tax Program begins March 1<sup>st</sup>, 2013.

**10.7** Outcomes Measurements Training  
Lynn Pack, outcomes measures will be coming to Fort Vermilion on March 13<sup>th</sup> to train staff about the outcomes measurements procedures.

**10.8** Easter hunt.  
The Easter Hunt will be on March 30<sup>th</sup>. It was decided that FVSS will offer 15 locations and 4 stations this year.

#### **11.0 Adjournment**

Adjournment at 6:00pm. Next meeting will be Monday, April 22<sup>nd</sup> at 5:00pm.

## Fort Vermillion Support Services

### May 21, 2013 Meeting Minutes

#### Attendance

**Present:** *Glenda Auger, Monica Smith, Tammy Predovic, Odell Flett, Kristin Wright, Jaime Selwah, Tamie McLean, Leslie Prenoslo*

**1.0 Call to Order:** Monica called the meeting to order at 5:34pm

**2.0 Regrets:** none

#### **3.0 Approval of Agenda**

Kristen moved to approve agenda with addition of items 10.6, 10.7 and 10.8.

CARRIED

#### **4.0 Approval of Minutes:** February 25, 2013

Jamie motions to approve the minutes. Tamie seconds.

CARRIED

**5.0 Business Arising:** none

#### **6.0 Financial Report**

##### **6.1 February/March/April 2013**

Kristen motions to approve the financial reports. Jamie seconds. All in favor.

CARRIED

**6.2** As of today's date we have \$ 25,086.39. This includes \$1,459.49 from the Evergreen Grant and \$3,597.25 from the Community Initiatives Grant

#### **7.0 Month End Reports**

##### **7.1 February/March/April 2013**

Kristen motions to approve the reports. Jamie seconds. All in favor.

CARRIED

#### **8.0 Committee Updates**

##### **8.1 Community Initiatives Grant**

Six seniors are registered in the Collective Kitchens program. AHS is providing transport. There is \$3,591.25 remaining from the grant and that must be used by the end of June, with a report due in July. There has been interest in another session for parents – Glenda will explore this more to gauge interest/identify dates. Idea of having a class for high school graduates to get them ready for college.



**8.2** Photocopier – it has arrived!

**8.3** 2012 Annual FCSS Program report has been submitted to Mackenzie County

**8.4** Fort Vermilion 225 Birthday Celebrations meeting is May 30

**8.5** 2013 Canada Summer Jobs Grant Application – no funding as program was discontinued

## **9.0 Correspondence**

**9.1** NW Region Emergency Management Training: May 27-31

This has to come from the county, Odell looking into it for the fall.

**9.2** Babysitting Facilitator's Training: Can be a facilitator at age 16 years. Glenda talking with Darren Young to select good students, FVSS will then pay for training. (The course is for ages 12 years and up)

**9.3** Home Alone Facilitator's Training: Again, would look for older youth to train as facilitators.

## **10.0 New Business**

**10.1** Volunteer Appreciation: Will hold a BBQ second week of September for volunteers from FVSS

**10.2** Community Gardens: little interest expressed, looking into a location for seniors raised beds

**10.3** Seniors Week June 3-8: tea and bingo night, coordinate discounts

**10.4** Swimming Lessons: Rec Board will supply the bus and male worker, want FVSS to provide the female worker

**10.5** June 7<sup>th</sup> Jail & Bail: RCMP are in

**10.6** Ag Days (August 9-10): Monica suggests Odell go back to the meeting and say that FVSS will do a small part, but other organizations need to step-up

**10.7** Seniors Grant Application: Odell brought forward info and Glenda will look into it.

**10.8** Canada Day: Unsure if this is when the big parade is, or if that is being planned for August.

## **11.0 Adjournment**

Adjournment at 6:29pm. Next meeting is June 17<sup>th</sup> at 5:00 pm.

## Fort Vermilion Support Services

### June 17, 2013 Meeting Minutes

Attendance: Glenda Auger, Monica Smith, Odell Flett, Kristin Wright, Tamie McLean, Leslie Prenoslo

**1.0 Call to Order:** Monica called the meeting to order at 5:15 pm

**2.0 Regrets:** Tammy Predovic, Jaime Selwah

**3.0 Approval of Agenda:**

Kristen moved to approve agenda.

CARRIED

**4.0 Approval of Minutes:** May 21, 2013

Odell moved to approve agenda.

CARRIED

**5.0 Business Arising:** none

**6.0 Financial Report**

**6.1** May 2013 Financial Statement: Kristen motions to approve the financial report. All in favor.

CARRIED

**6.2** As of today's date we have \$ 9,721.32. This includes \$1,459.49 from the Evergreen Grant and \$2,215.64 from the Community Initiatives Grant. (Note some of the CIP has been used but we haven't paid out the collective kitchens coordinator yet).

**7.0 Month End Reports**

**7.1** May 2013: Kristen moved to approve the report.

CARRIED

**8.0 Committee Updates**

**8.1** Community Initiatives Grant

High School is currently gauging interest of students in doing a cooking class before going off to college.

**8.2** Babysitting Facilitator's Training

**8.3** Home Alone Facilitator's Training

FVSS and high school students will take the facilitator training (this is online).

Someone from High Level will come in to co-facilitate the first session the students lead. Library and NECALC will write reference letters for the students, as these are needed to apply for the process.

**8.4** Swimming Lessons July 2-12: Millie and Steven Simpson will be the supervisors, they are taking 19 kids.

**8.5** Canada Day Celebrations: FVSS will have booth and jumping activity set up. (The period-themed floats parade is in August)

**9.0 Correspondence: none**

**10.0 New Business**

**10.1** Director Position and Casual Position

Sonya Cardinal will be taking over Glenda's position as the director. After July 15th we will have to go to the bank to take Glenda off the account and add Sonya. Cheryl Mercredi will also have to be taken off the account and Tamie McLean added as the third signature. Chantal is continuing on, but we need one more casual.

**10.2** Aboriginal Day 2013 (Friday, June 21): Discussion of what might be going on in town.

**10.3** Program Coordinator Hours: Pretty slow in the summer plus tight budget right now. Decision to decrease hours for now.

**10.4** Summer Program with Beaver First Nations: Leah called and they have a grant to go towards students working with Junior Forest Rangers program, but that fell through. They are looking for places to take on students for 6 weeks (they'd pay \$10/hour, but want us to "top up"). Can we afford this? Discussion that we will only take this on if they can cover the fill wages. We could use the staff for programs starting July 8<sup>th</sup> and going until August 16<sup>th</sup>.

**11.0 Adjournment:** Adjournment at 6:15 pm. Next meeting TBA.

Fort Vermilion Support Service Society Board Meeting  
September 23, 2013  
MEETING MINUTES

**Present:** Monica, Tamie M, Leslie, Odell, Sonya

1.0 Call to order at 5:19 pm by Monica

2.0 Regrets: Kristin, Jaime, Tammy P

3.0 Approval of Agenda: Leslie moves to approve. Carried.

4.0 Approval of Minutes: June 17, 2013 Minutes

- Due to network down in town unable to access last meeting minutes on the computer. Will circulate these again via email for approval.
- Note that Monica, Tamie, Sonya now have signing authority.

5.0 Business Arising: none

6.0 Financial Report:

6.1 June, July, August 2013 Financial Statements: These were not allocated properly. Sonya now needs to go back 9 months and fix this; meeting with the accountant again in October.

6.2 As of today's date we have \$39 078.65, this includes \$1 459.49 from the Evergreen Grant and \$2 000.00 from the Communities Choosewell Grant.

7.0 Monthly Report:

7.1 August 2013 Month End Report reviewed (note that the other summer months are missing as this was during the transition of directors)

8.0 Committee Updates:

8.1 Collective Kitchens: Report submitted. Will look into getting this again for this year.

8.2 21 Day Health Challenge: October 1<sup>st</sup> – 21<sup>st</sup>

8.3 FASD Youth Worker: October 11<sup>th</sup> is the closing date for this position (FASD Society will be paying for this position's wages)

#### 9.0 New Business

9.1 Program Coordinator – Casual Position: closes this week

9.2 No School Policy: no school means no after-school programs run that day.

9.3 Family Literacy: training is this week

9.4 Bazaar in November: November 16<sup>th</sup> was the date set but is this too early? When is midnight madness? Sonya to check on November 23rd as an option, otherwise will leave it as the 16<sup>th</sup>.

9.5 Midnight Madness: (see above)

9.6 Senior Supper: December 7<sup>th</sup>, for ages 55 years and up

9.7 Get to Know You Night was September 18<sup>th</sup>, went well

9.8 Christmas Hampers – will bump deadline for applications to November 15th, so we can discuss at November 15<sup>th</sup> board meeting. Will do a combination of self-register and schools/health center/FVSS will suggest names that we can then call to check if they'd be interested in receiving a hamper. Starting the advertising now.

9.9 Keys for Filing Cabinet are lost. Sonya will go buy a small filing cabinet to keep in her office for personal information items.

10.0 Adjournment at 5:57 pm.

**Next Meeting is October 21<sup>st</sup>.**

(Regular schedule of third Monday of the month)

Fort Vermilion Support Service Society Board Meeting  
October 21, 2013  
**MEETING MINUTES**

**Present:** Monica, Sonya, Odell, Leslie, Kristin, Jaime

- 1.0 CALL TO ORDER at 5:05 pm
- 2.0 REGRETS: Tamie McLean
- 3.0 APPROVAL OF AGENDA: Leslie
- 3.0 APPROVAL OF SEPTEMBER MINUTES: Odell approved with change in attendance (Tamie McLean was absent), Leslie seconded.
- 5.0 BUSINESS ARISING
  - 5.1 Tammy Predovic resigned – will make decision about this position at our next board meeting
- 6.0 FINANCIAL REPORT
  - 6.1 September 2013
  - 6.2 As of today's date we have \$32 150.01. This includes \$1,459.49 from the Evergreen Grant and \$2000.00 from the Choosewell grant
- 7.0 MONTHLY REPORT
  - 7.1 September 2013 – Kristin approved
- 8.0 COMMITTEE UPDATES
  - 8.1 Arts and Craft Bazaar tables are already on sale-event is November 23<sup>rd</sup>.
  - 8.2 Advertised Senior's Christmas Supper for December 7<sup>th</sup>, 2013. Sonya to look into cost-saving options for this.
  - 8.3 Christmas Hamper sponsorship letters have been mailed.
  - 8.4 Wendy McLean has been hired for the Casual Program Coordinator position.
  - 8.5 2014 Mackenzie County Grant Application has been submitted.
  - 8.6 21 day challenge wrapping up
- 9.0 NEW BUSINESS
  - 9.1 Midnight Madness-November 29<sup>th</sup> FVSS will do bonfire, hot dogs, hot chocolate (no fireworks this year)
  - 9.2 FCSS Conference November 28-30: Sonya not able to attend as this is during Midnight Madness
  - 9.3 Practicum Placement –Candace Mclean
  - 9.4 Bazaar (Baked goods)
  - 9.5 Collective Kitchens meeting coming up to discuss partnerships for these this year
  - 9.6 Sonya will attend Books for Baby, Rhymes that Bind training on October 29/30
- 10.0 ADJOURNMENT at 5:56 pm.

Next Meeting is November 25<sup>th</sup> at 5:00 pm

**Fort Vermilion Support Services Board Meeting  
November 25<sup>th</sup> 2013  
Meeting Minutes**

1.0 Call to Order at 5:05

2.0 Regrets: Leslie

3.0 Approval of Agenda: Kristin

4.0 Approval of October 21<sup>st</sup> Meeting Minutes: Monica

5.0 Business Arising: None

6.0 Financial Report

6.1 Approval of October 2013 Financial Report: Tamie

6.2 As of today's date we have \$24, 919.24. This includes \$2000 Communities Choosewell grant that is being used for Girl Power.

7.0 Monthly Report

7.1 October 2013: Sonya had a meeting with MD about report updates. Total of meetings. Received an award for the 21 days challenge. ATB donated \$1000 to FVSS.

8.0 Committee Updates

8.1 Early Childhood Development Coalition: Only 3 people showed up in La Crete. Going to meet again to discuss, possibly December 9<sup>th</sup>.

8.2 21 Days to a Healthier You challenge: We are receiving an award from Communities Choosewell. Had 89 participants.

8.3 Midnight Madness (November 29<sup>th</sup>): Pharmasave and Ray Toews donating \$500 each for fireworks! Pharmasave will also take care of the fire. Jake from First Town foods will donate the hotdogs. Possibly having home-based businesses at the old First Town Foods.

8.4 Girl Power: Planning for February/March

8.5 FVSD: Five new kids coming to group. Three youth workers hired by FASD and they need to do reports for FASD.

8.6 Seniors Christmas Dinner: December 7<sup>th</sup> approximately 200 seniors. Cooks: Lily Paul/Debbie Lizotte. Supper at 6:00 pm. Will have to decorate early Saturday morning.

8.7 Supper with Santa

9.0 New Business

9.1 Christmas Hamper Review: Monica and Sonya will meet go to discuss.

9.2 Christmas Party: No Christmas party.

9.3 Christmas Staff Break: Sonya and Millie's last day will be the 20<sup>th</sup>, and she is back on the 6<sup>th</sup>. Will look at hiring someone for Wendy's position.

9.4 Internet (FVLC): Sonya will look into it.

9.5 Popcorn Machine for FVSS: no

9.6 Next Meeting will be January 20<sup>th</sup> at 5:00 pm

10.0 Adjournment at 6:05 pm



**From:** [Tim Toth](#)  
**To:** [I SANDRA](#); "[reeseb@countyofnorthernlights.com](#)"; "[Charlie Johnson](#)"; "[Colin Needham \(cneedham@peaceriver.net\)](#)"; [BCardwell \(bcardwell@saddlehills.ab.ca\)](#); "[publicworks@fairview.ca](#)"; [Bill Kostiw; pthomas@northernsunrise.net](#); "[cao@birchhillscounty.com](#)"; [I KHUDSON](#); [I LGOSTICK](#); [I CAO](#); [I MDPEACE](#); [I CAO](#); [Joulia Whittleton](#)  
**Cc:** [bonnie@clearhillscounty.ab.ca](#); Office; [Natalie Butler](#); [Brian Yee](#); [Chelsea Ferguson](#); [mckolebaba@wispernet.ca](#)  
**Subject:** Site C Project: Update on Joint Review Panel and Reporting  
**Date:** Thursday, February 27, 2014 9:57:21 AM  
**Attachments:** [Final Comments to JRP - Site C \(Final\).pdf](#)

---

Good day all.

The **Joint Review Panel Stage** of the Site C Environmental Assessment process is winding down. The Panel held 30 days of Public Hearings, and Alberta government staff attended the three "Aquatic and Downstream Environment" sessions to determine how well our formal submission was addressed (referred in December 6<sup>th</sup> e-mail below).

Alberta also submitted its '**Closing Remarks**' to the Panel (attached), to summarize our position, taking into account the information heard at the Public Hearings.

The Panel is writing their **Joint Review Panel Report**, and will deliver it to the BC Environmental Assessment Office executive director and federal minister of the Environment by the end of April. The Report will be available on the Canadian Environmental Assessment Agency website 45 days later. The website (<http://www.ceaa.gc.ca/050/documents-eng.cfm?evaluation=63919&type=4> ) contains all documents and transcripts regarding the proposed Project.

The **Report** is to summarize comments received during Hearings, make conclusions and recommendations about the environmental assessment of the proposed Project, and recommend any mitigation measures and follow-up programs (conditions) that should be completed and that could be attached to a provincial Environmental Assessment Certificate.

The last stage (Post-Panel Stage, 6 months, ending in September) is where BCEAO and CEEA finalize their information for consideration by the provincial (BC) and federal ministers, and those ministers make their decision.

Thank you.

*Tim Toth*, M.Sc., Sr. Transboundary Advisor  
Alberta Environment & Sustainable Resource Development, 11th Fl., Baker Centre, 10025 106th St.  
N.W., Edmonton, AB T5J 1G4  
T: 780-427-4954 F: 780-638-3187

---

**From:** Tim Toth  
**Sent:** Friday, December 06, 2013 4:26 PM  
**To:** 'ben@mdfairview.ab.ca'; 'reeseb@countyofnorthernlights.com'; 'Charlie Johnson'; 'Colin Needham

([cneedham@peaceriver.net](mailto:cneedham@peaceriver.net)); 'dnellis@saddlehills.ab.ca'; 'publicworks@fairview.ca'; 'bkostiw@mackenziescounty.com'; 'pthomas@northernsumrise.net'; 'cao@birchhillscounty.com'; 'khudson@mdspiritrivier.ab.ca'; 'lgostick@mdspiritrivier.ab.ca'; 'cao@fairview.ca'; 'mdpeace@wispernet.ca'; 'cao@countyofnorthernlights.com'  
**Cc:** Janice Wright ([Janice@clearhillscounty.ab.ca](mailto:Janice@clearhillscounty.ab.ca)); 'office@mackenziescounty.com'; Natalie Butler; Robert Harrison  
**Subject:** Site C Project Joint Review Panel and next steps

Good day all....

As you know, the Site C project is in the Joint Review Panel stage and public hearing sessions are being set up.

Lists of presenters for the topic sessions are currently being developed; see the CEAA registry at: <http://www.ceaa.gc.ca/050/documents-eng.cfm?evaluation=63919&type=4> for details, and for the written transcripts and audio recordings of the proceedings which will be recorded and uploaded to the site.

Alberta prepared and made a formal written submission to the Panel (attached for your reference). It has four topic areas: hydrological impacts on Alberta infrastructure, aquatic environment, Town of Peace River ice management, and dam safety/environmental management plans. A topic-specific session on 'Aquatic and Downstream Environment' will be held at the Sawridge Inn in Peace River on January 10 and 11.

<< File: Submission\_to\_JRP\_-\_Site\_C.pdf >>

We believe we have captured your interests and issues from ongoing discussions and evaluation during Working Group meetings, the Environmental Impact Statement stage, and in follow-up communications.

The public hearings will be completed at the end of January. The Joint Review Panel then submit their report and recommendations to the federal environment minister and the executive director of the BC Environmental Assessment Office.

I assume you see all of this, but just wanted to ensure that you are aware of the current happenings.

We are as interested as you are to see how the Panel process evolves, and how Alberta communities' interests are addressed.

Thank you.  
Tim Toth

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Closing Remarks of  
**Her Majesty the Queen in right of Alberta**

in relation to

**B.C. Hydro and Power Authority's**  
**PROPOSED SITE C CLEAN ENERGY PROJECT**

Reference No. 63919

before the

**JOINT REVIEW PANEL**

Jeffrey W.A. Moore  
Alberta Justice  
8<sup>th</sup> Floor, 9820 – 106 Street  
Edmonton, Alberta  
T5K 2J6  
Tel: (780) 427 – 4342  
Fax: (780) 427 – 4343  
Counsel for Her Majesty the  
Queen in right of Alberta  
January 30, 2014

1. This submission is filed on behalf of Her Majesty the Queen in right of Alberta (Alberta) and is provided for consideration by the Joint Review Panel (the Panel) in its review of BC Hydro and Power Authority's (BC Hydro) proposed Site C Clean Energy Project (Site C).
2. Alberta wishes to thank the Panel for its review and the discussion at the recent public hearings. Alberta attended the hearing sessions on the aquatic and downstream environment in Peace River and Fort St. John and has the following closing comments.
3. In its written submission, Alberta asked the Panel to consider Alberta's interests in four main areas:
  - **Minimum flow release rate and minimum flow duration** – evaluate the design minimum flow and incorporate the impact of seasonally low tributary inflows.
  - **Fish and fish habitat** – evaluate hydro-peaking, water temperature changes, fish passage across the dam, and provide information on species distribution and range changes, and on methyl mercury levels in fish populations.
  - **Ice and thermal regime** – manage the construction and filling schedule to ensure it does not constrain ice management as it affects the town of Peace River (flooding).
  - **Dam safety and emergency communications** – analyze and share results of cascade failure of dams, and communicate emergency preparedness plans with Alberta in a timely manner.
4. From the discussion at the hearings, Alberta understands that BC Hydro intends to address the last three topics areas as follows:
  - **Fish and fish habitat** – to be met through better communication, consulting Alberta on development and implementation of fish and fish habitat monitoring programs, and including Alberta regarding reporting out on these plans as they are implemented.
  - **Thermal and ice regime at Town of Peace River** – BC Hydro stated that it will continue working with the Joint Task Force on Peace River Ice and will meet all requirements, obligations and commitments under that agreement.

- **Dam safety and emergency communications** – BC Hydro stated it will meet Alberta’s dam safety concerns and emergency plans through continued communications and working closely with Alberta if development proceeds.

5. Alberta is satisfied with BC Hydro’s commitments in these three areas.

**Minimum flow release rate and minimum flow duration**

6. However, Alberta is concerned that the minimum flow release and minimum flow duration (Design Minimum Flow) were *not* adequately addressed. Alberta understands the need for a minimum flow that allows BC Hydro to provide power to meet diurnal fluctuations in electric power demand. Alberta also understands there will be fluctuations in river flows as a result. **However, Alberta believes the proposed design minimum flow of 390 cms as it is applied to both Normal Operations and to Event Operations will cause undue risk to Alberta infrastructure.**

7. Alberta agrees with the proposed design minimum flow as presented in the EIS for the *short term* minimum flow associated with a few hours of hydro-peaking. However, the proposed design minimum flow does not reflect the seasonal nature of local tributary inflows. When local tributary inflows are low (especially during the fall) and are combined with reduced flows from BC Hydro, Alberta infrastructure can suffer.

8. The development of a design minimum flow that accounts for local seasonal tributary inflows is critical. Alberta reiterates the four specific requests made in its formal written submission. Alberta requests:

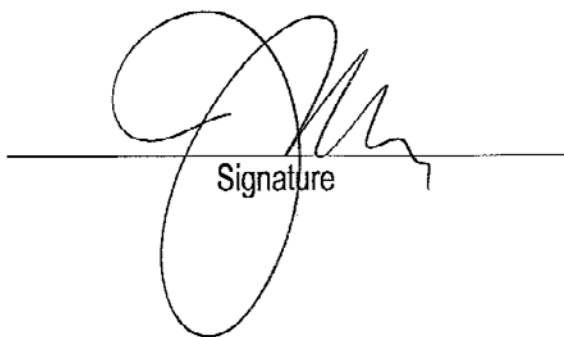
- an evaluation of the potential impacts of the proposed new normal operations on infrastructure in Alberta for the April and August to October time periods separate and apart from the entire open water season evaluation, which was undertaken as part of the EIS. This enhanced evaluation should be undertaken in conjunction with downstream tributary flow statistics to account for future occasions when BC Hydro decides to lower their flow releases at the same time as downstream tributary flows are also naturally low. The evaluation should consider various infrastructure and locations downstream into Alberta;
- a minimum mean daily release rate should be applied that varies seasonally to reflect aspects of the seasonal character of the historically unregulated flows from the Halfway and Moberly Rivers, as well as the seasonally varying ability of other

downstream tributaries to offset the impacts of low releases from the W.A.C. Bennett, Peace Canyon and Site C Dams;

- seasonally appropriate minimum mean daily releases from Site C be sufficient to meet Alberta's infrastructure requirements at the Alberta – British Columbia border, Dunvegan, Town of Peace River and Fort Vermilion; and
- a commitment from BC Hydro that when it plans a maintenance event that it always consider the actual natural flows occurring in the downstream tributaries and that it make its decisions in light of the potential impacts on Alberta's infrastructure. If this has been considered and the maintenance or emergency operation must still take place at that time regardless of the potential impact to Alberta's infrastructure, Alberta requests formal notification *as early as possible* so as to provide the best opportunity to mitigate the effects.

9. Alberta thanks the Panel for its consideration and values the opportunity to summarize our position in light of Alberta's location as the immediate downstream jurisdiction, and the one that continues to receive the immediate, direct impact of the ongoing regulation of the Peace River.
10. Alberta has presented the foregoing to assist the Panel in discharging its responsibilities in conducting an environmental assessment of Site C.

ALL OF WHICH IS RESPECTFULLY SUBMITTED this 30th day of January 2014.



Signature

Jeffrey W.A. Moore  
Barrister & Solicitor  
Alberta Justice

February 18, 2014

Dear Stakeholder,

**Re: TransCanada/ATCO Asset Exchange Update**

TransCanada, through its subsidiary NOVA Gas Transmission Ltd. (NGTL), and ATCO Pipelines (ATCO) had entered into an Asset Swap Agreement to exchange ownership of approximately 3,100 km of natural gas pipelines and related facilities in Alberta (Asset Exchange). In September 2013, TransCanada sent out a notification advising you of our intent to file an application with National Energy Board (NEB) in Q4 2013 for approval of the Asset Exchange.

On November 12, 2013, NGTL filed its application with the NEB for approval of the Asset Exchange. The application only seeks approval of the transfer of assets and the operation of acquired facilities as part of NGTL System, there is no new construction involved in this application.

NGTL was directed by the NEB on February 10, 2014 to serve the attached notice on interested persons. The attached Notice of Public Hearing and Application to Participate explains how interested persons can apply to participate in the regulatory review of this application.

Should you have any concerns or questions regarding the attached letter, please contact us. We have several different ways you can get in touch with us and we would encourage you to do so should you require further information regarding the regulatory process.

For Landowners: 1.877.414.7750

All other stakeholders: 1.877.259.2053

Email: [tc\\_atco@transcanada.com](mailto:tc_atco@transcanada.com)

Website: [www.transcanada.com/atcoassetexchange](http://www.transcanada.com/atcoassetexchange)

Sincerely,



**John Hunt**

Director, Land Management  
and Community Relations  
TransCanada

RECEIVED  
FEB 27 2014

MACKENZIE COUNTY  
FORT VERMILION OFFICE

## Appendix B

### Notice of Public Hearing and Application to Participate in National Energy Board Public Hearing for NOVA Gas Transmission Ltd. Integration Asset Transfer Project

The National Energy Board (NEB or Board) has received an application from NOVA Gas Transmission Ltd. (NGTL) under sections 21, 47, 52, 59 and 74, and Part IV of the *National Energy Board Act* (NEB Act) requesting approval for the acquisition of certain assets currently owned by ATCO Gas and Pipelines Ltd (ATCO Pipelines) to become part of the ongoing operations of the NGTL System. The Board is also being asked to approve the sale by NGTL of certain assets currently forming part of the NGTL System to ATCO Pipelines. There is no new construction involved in this application.

The exchange of assets includes:

- NGTL Transferred Assets, which are comprised of metering facilities (31 delivery and 89 receipt meter stations) and pipeline (1,418 km); and
- ATCO Transferred Assets, which are comprised of compressor stations (1), metering facilities (12 delivery and 21 receipt meter stations) and pipelines (1,303 km).

To accommodate the number of assets involved and the field work required to complete the transfer of ownership, NGTL and ATCO Pipelines plan to execute the assets swap in four stages (Tranches). NGTL is proposing that a separate certificate of public convenience and necessity (CPCN) be issued for each Tranche and each CPCN be made effective as of the date of the Closing of the respective Tranche.

#### Location of Documents

An electronic copy of the application is available for viewing at the NEB website at [www.neb-one.gc.ca](http://www.neb-one.gc.ca). Select *Major Applications* then *Nova Gas Transmission Ltd. – Integration Asset Transfer, and Regulatory Documents*. The application is titled NOVA Gas Transmission Ltd – Integration Asset Transfer [filing A55221]. The Board will be issuing a Hearing Order outlining the procedures and deadlines for the public hearing at a future date. The Hearing Order will be distributed to all hearing participants.

#### Participation in the NEB Hearing

The Board has determined the application to be complete. The NEB will hold a public hearing in the matter before making a recommendation to Governor in Council.

You may be eligible to participate in the NEB hearing and receive participant funding.

Those who wish to participate in the NEB hearing must apply to participate. Applicants must clearly describe their interest in relation to the List of Issues for the hearing, which is on the NEB website and included in the application to participate form. Those who are directly affected by the proposed project will be allowed to participate in the hearing and those with relevant information or expertise may be allowed to participate.

The application to participate will be posted on the NEB's website at: [www.neb-one.gc.ca](http://www.neb-one.gc.ca), select *Major Applications* then *Nova Gas Transmission Ltd. – Integration Asset Transfer* on 24 February 2014. All applications are due by 4 pm (MST) on 17 March 2014. If you cannot access the NEB's website, please contact Courtney Post, Process Advisor using the contact information below.



### **Process Advisor and Information Sessions**

The Board has assigned a Process Advisor to this hearing. If you have questions about the hearing, or understanding how you can participate in this hearing, please contact Courtney Post using the contact information below. She will generally be available during business hours and respond to enquiries the following business day.

Courtney will also be hosting four distance information sessions about the NEB hearing process and how to apply to participate in the hearing on the dates and times indicated below.

<u><b>6 March 2014</b></u>	<u><b>12 March 2014</b></u>
3:00pm MST	3:00pm MST
8:00pm MST	8:00pm MST

Please contact Courtney to sign up for one of these sessions. Please note that these sessions are not a forum for discussing the merits or substance of the Project, but are intended to assist people in understanding the Board's hearing process and procedures.

### **CONTACTS**

To learn more about the hearing process, the application to participate, participant funding and the role of the process advisor, visit [www.neb-one.gc.ca](http://www.neb-one.gc.ca), select *Major Applications* then *Nova Gas Transmission Ltd. – Integration Asset Transfer*.

#### **Courtney Post**

##### **Process Advisor**

National Energy Board  
E-mail: [NGTLAssetSwap@neb-one.gc.ca](mailto:NGTLAssetSwap@neb-one.gc.ca)  
Telephone: 403-299-2774  
Telephone (toll free): 1-800-899-1265  
Facsimile: 403-292-5503  
Facsimile (toll free): 1-877-288-8803  
TTY (Teletype): 1-800-632-1663

#### **Anne Losier**

##### **Regulatory Officer**

National Energy Board  
E-mail: [anne.losier@neb-one.gc.ca](mailto:anne.losier@neb-one.gc.ca)  
Telephone: 403-221-3241  
Telephone (toll free): 1-800-899-1265  
Facsimile: 403-292-5503  
Facsimile (toll free): 1-877-288-8803  
TTY (Teletype): 1-800-632-1663

**Kiril Dumanovski**

**Counsel**

National Energy Board

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Telephone: 403-221-3409

Telephone (toll free): 1-800-899-1265

Facsimile: 403-292-5503

Facsimile (toll free): 1-877-288-8803

TTY (Teletype): 1-800-632-1663

**Carole Léger-Kubeczek**

**Communications Officer**

National Energy Board

E-mail: carole.leger-kubeczek@neb-one.gc.ca

Telephone: 403-221-3465

Telephone (toll free): 1-800-899-1265

Facsimile: 403-292-5503

Facsimile (toll free): 1-877-288-8803

TTY (Teletype): 1-800-632-1663

## Carol Gabriel

---

**From:** Kathy-Sue Irving <Kathy-Sue.Irving@gov.ab.ca>  
**Sent:** Thursday, February 27, 2014 10:25 AM  
**Cc:** Vicki Vamvakakis  
**Subject:** CHRA Congress Invitation

*Sent on behalf of Mike Leathwood, Assistant Deputy Minister, Housing Division*

Good afternoon,

This spring, the 46<sup>th</sup> annual Canadian Housing and Renewal Association (CHRA) is coming to Edmonton. The Government of Alberta is proud to sponsor this event, which brings together industry experts from around the country.

**Please join us April 29 – May 2, 2014.  
At Edmonton's Chateau Lacombe, 10111 Bellamy Hill  
Registration is \$695 for CHRA members or \$795 for non-members.**

Space is already filling up fast, so if you haven't registered already you may wish do to so by visiting [the CHRA website](#).

This event includes keynote speakers, workshops and tours of local housing projects. CHRA is a great opportunity to foster knowledge and dialogue on topics of housing and homelessness.

The Congress may be of particular interest to your organization as it is the only national event on affordable housing and homelessness issues and solutions.

I hope you will join us for this unique event.

Mike Leathwood  
Assistant Deputy Minister  
Housing Division

Mark your calendars: CHRA 46<sup>th</sup> annual is coming to Edmonton

April 2014	April 2014	May 2014	May 2014
<b>29</b>	<b>30</b>	<b>1</b>	<b>2</b>
Tuesday	Wednesday	Thursday	Friday

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## Edmonton 2014 The 46<sup>th</sup> National Congress on Housing & Homelessness

[Français : cliquez-ici](#)



Click to return to CHRA website

Congress is taking place at Chateau Lacombe  
10111 Bellamy Hill, Edmonton, Alberta T5J 1N7

### REGISTER NOW

#### Will you join us?

The Canadian Housing and Renewal Association, CHRA, is the national voice for the full range of affordable housing and homelessness issues and solutions across Canada. We invite you to come to Edmonton in April 2014 to be immersed in the housing topics that are relevant to you and to take away learnings that are important to advancing your work. This unique national gathering offers unrivalled opportunity for dialogue, networking and inspiration. **Mark your calendars for April 29 to May 2 2014. Registration is Open!**

#### Who should attend?

The CHRA National Congress is in its 46<sup>th</sup> year and continually draws a diverse group of delegates from those who collectively house and shelter hundreds of thousands of Canadians and provide housing support to many more. Housing providers, municipalities, businesses, provincial and territorial housing departments, service and support agencies, individuals and other national and provincial associations will convene in Edmonton. Come!

#### Keynote Speakers



**HOLMES.**

APPROVED HOMES



**Mike Holmes will Make it Right®**  
April 30, 9:30-10:30 a.m.

#### Congress Features

##### Pre-Congress Day Options

Pick from three great programs on April 29<sup>th</sup>, providing something for everyone.

##### Pre-Congress, Aboriginal Caucus & Housing Course (April 29)

**9:00 AM – 4:30 PM** – Pre-Congress: Exploring Housing Options for a Changing Society

**9:00 AM – 4:30 PM** – A Blueprint for the CHRA Non-Reserve Aboriginal Caucus

**9:00 AM – 4:30 PM** – Fundamentals of Housing Policy and Governance

**Panelists announced for May 1 plenary “Not the Usual Suspects. New Voices for Housing and Homelessness”**

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[Emerging Professionals at Congress](#)

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Listen and learn from industry leaders Dr. Louis Francescutti, President, Canadian Medical Association, Brock Carlton, Chief Executive Officer, Federation of Canadian Municipalities, and Susan Eng, Vice President for Advocacy, CARP

**New! Discounted registration rates are now available for three groups of delegates. You must apply.**

Special rates for Retired CHRA members, for small Alberta non-profits and for Alberta Aboriginal-serving organizations.

**Mobile Tours**

These popular tours will sell out so book early! Mobile tours are offered April 30th and May 2nd.

**'A Night at the Pyramids'; CHRA's Dinner at the Muttart Conservatory**

Night at the Pyramids will provide a welcome oasis for all.

Copyright © Canadian Housing & Renewal Association 2011

# 20<sup>th</sup> Annual Clear Hills County Agricultural Trade Show

January 16, 2014

## Re: Trade Show Partnership Opportunities

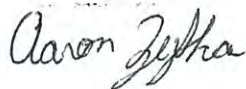
Clear Hills County Agricultural Trade Show attracts more than 1500 people every year. The kids' activities and the 90 display booths of agricultural, corporate and local businesses, makes the Trade Show appeal to every member of the family. We invite you to partner with us and advertise your support to the thousands who will hear and see your advertising leading up to this exciting event.

Your partnership dollars are used to support local 4-H clubs, graduating students and non-profit community organizations that contribute a huge part to the continuing success and uniqueness of our Trade Show. You may direct your sponsorship to specific venues at the Trade Show, which may include sponsoring any of the following:

- Farmers' Appreciation Banquet with "Lewis & Royal"
- Kids Talent Show
- Activities for kids – clown, farm safety barn, inflatable bouncer
- Entrance gift bags
- A particular group or program – Wagon Rides, Helping Hands (4H, Grad Class, Students Union)
- Breakfast
- Trade Show admission

If you have any questions please feel free to contact me at (780) 685-3925.

Yours truly,



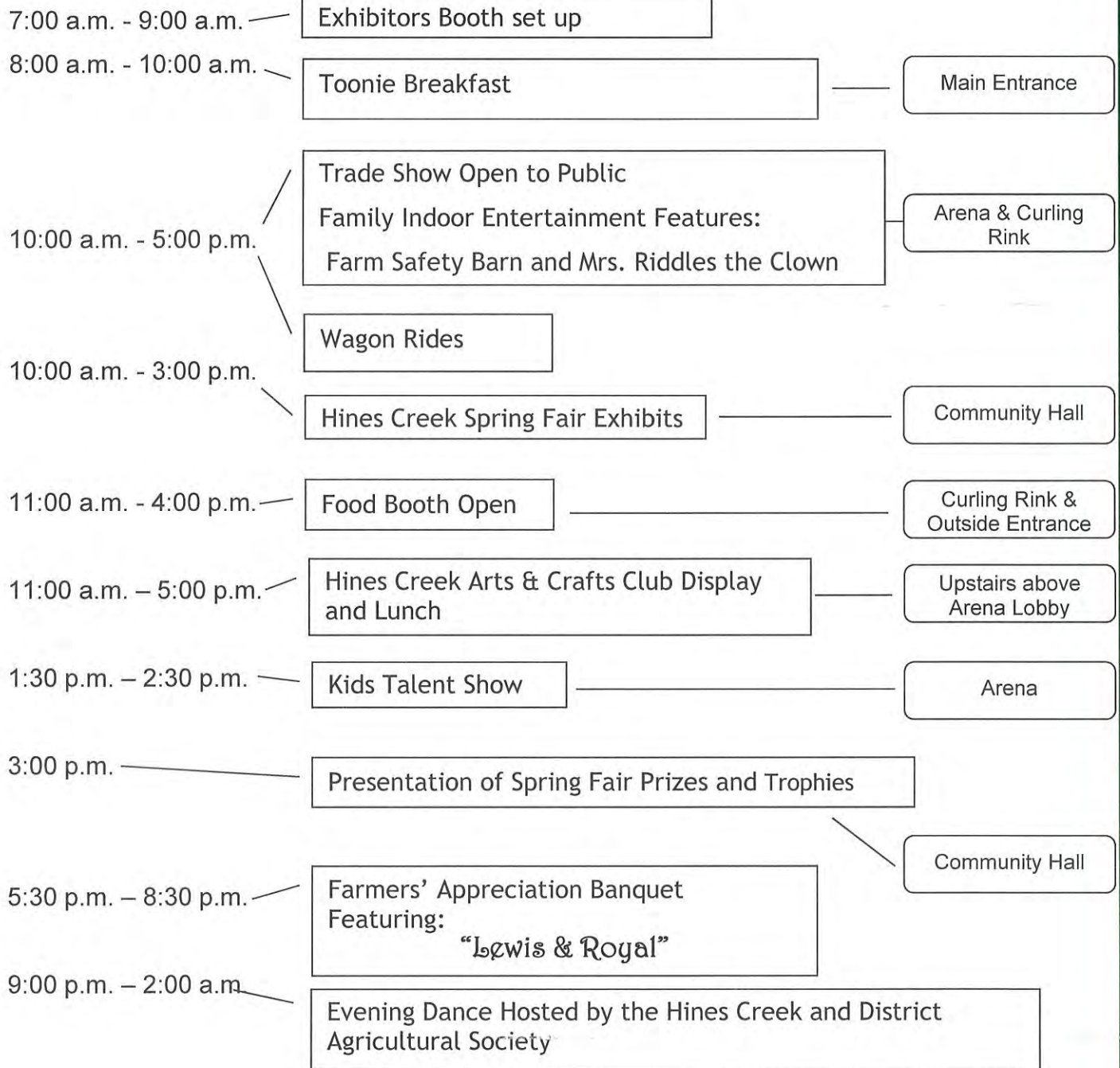
Aaron Zylstra  
Agricultural Fieldman





# Preliminary Schedule of Events

Saturday, April 12, 2014



"Come be a part of the Clear Hills County AGRICULTURAL TRADE SHOW"



## Clear Hills County Agricultural Trade Show Partnership Recognition Opportunities

	<u>SHOW SPONSOR</u>	<u>GOLD SPONSOR</u>	<u>SILVER SPONSOR</u>	<u>BRONZE SPONSOR</u>
Listing in a local Newspaper				
Advertised in the County newsletter Circulation - 1100				
Acknowledgement on placemats for the Trade Show Breakfast & Banquet				
Acknowledgement during Trade Show on Public Address System				
Major poster advertising throughout Trade Show grounds				
Two tickets to the banquet				
Logo & name include in 2 newspaper ads prior to the show				
Live radio spots on during the Show				
Exclusive exposure at the Farmers' Appreciation Banquet				





## 2014 Agricultural Trade Show Partnership Form



RECEIVED

FEB 24 2014

**TO ENSURE MAXIMUM RECOGNITION**

PLEASE RETURN BY MARCH 11TH, 2014 TO:

CLEAR HILLS COUNTY  
BOX 240  
WORSLEY, AB  
T0H 3W0

MACKENZIE COUNTY  
FORT VERMILION OFFICE

Company/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Cell No: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax No: \_\_\_\_\_

- \_\_\_\_\_ **SHOW SPONSOR: (\$2500 & UP)**  
OVER ALL TRADE SHOW CASH DONATION
- \_\_\_\_\_ **GOLD SPONSOR: (\$1000 - \$2499)**  
CASH DONATION TOWARDS A SPECIFIC TRADE SHOW VENUE
- \_\_\_\_\_ **SILVER SPONSOR: (\$500 - \$999)**  
CASH DONATION TOWARDS THE AGRICULTURAL TRADE SHOW
- \_\_\_\_\_ **BRONZE SPONSOR: (\$100 - \$499)**  
CASH DONATION TOWARDS THE AGRICULTURAL TRADE SHOW

For more information please call:  
Aaron Zylstra, Agricultural Fieldman @ 780-685-3925  
Or  
Email: [aaron@clearhillscounty.ab.ca](mailto:aaron@clearhillscounty.ab.ca)