


MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**OCTOBER 8, 2019  
10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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

 4511-46 Avenue, Fort Vermilion

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Monday, October 8, 2019  
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 September 10, 2019 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
<b>DELEGATIONS:</b>	4.	a) Philip Doerksen, La Crete Recreation Society – Agenda Item #9. a) (11:15 a.m.)	
		b)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Supply of 2019 Municipal Utility Tractor – Request for Proposals	
<b>PUBLIC HEARINGS:</b>		Public hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1154-19 Land Use Bylaw Amendment to Rezone Plan 182 1653, Block 1, Lot 2 from Agricultural “A” to Rural Industrial – General “RIG” (La Crete Rural)	
<b>GENERAL REPORTS:</b>	7.	a) CAO and Director Reports for September 2019	
		b) Disaster Recovery Program (DRP) Updates (Standing Item)	
<b>AGRICULTURE SERVICES:</b>	8.	a) None.	
		b)	

**COMMUNITY SERVICES:**

- 9. a) La Crete Recreation Society – Request to Transfer Funds
- b) Police Costing Model
- c)

**FINANCE:**

- 10. a) Financial Reports – January 1, 2019 to August 31, 2019
- b) Finance Charges – Request to remove or reduce on Invoice #26776
- c) Insolvent Companies – Write off Taxes Tax Roll #422126 & #084093
- d) Shallow Gas Tax Relief Initiative
- e)

**OPERATIONS:**

- 11. a) Rescinded Policy PW014 Sale of County Gravel/Crusher Reject for Personal Use
- b) Paramount Road System's and Airport

**UTILITIES:**

- 12. a) None.
- b)

**PLANNING & DEVELOPMENT:**

- 13. a) Bylaw 1156-19 Land Use Bylaw Amendment to Rezone Part of SE 02-106-15-W5M from Agricultural "A" to Rural Industrial – General "RIG" (La Crete Rural)
- b) Bylaw 1157-19 Inter-municipal Collaborative Framework with Northern Sunrise County
- c)

**ADMINISTRATION:**

- 14. a) Growing the North Conference Sponsorship
- b) Mackenzie Ski Hill Society – Letter of Support
- c) Proposed Fire Salvage Plan and Community Management Zone – Tolko, Norbord, La Crete Sawmills

- d) Region 6 Metis Nation of Alberta Annual General Meeting
- e) Policy ADM042
- g) Caribou Update (Standing Item)
- h)

**COUNCIL  
COMMITTEE  
REPORTS:**

- 15. a) Council Committee Reports (verbal)
- b) Community Services Committee Meeting Minutes
- c) Municipal Planning Commission Meeting Minutes

**INFORMATION /  
CORRESPONDENCE:**

- 16. a) Information/Correspondence

**CLOSED MEETING:**

*Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*

- 17. a) Legal - Tax Roll 155377 (FOIP, Div. 2, Part 1, s.23, 24, 27)
- b)

**NOTICE OF MOTION:**

- 18. a)

**NEXT MEETING  
DATES:**

- a) Organizational Meeting  
October 22, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Regular Council Meeting  
October 23, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

- 20. a) Adjournment





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the September 10, 2019 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the September 10, 2019, Regular Council Meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the September 10, 2019 Regular Council Meeting be adopted as presented.

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



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**September 10, 2019  
10:00 a.m.**

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

**PRESENT:** Josh Knelsen Reeve  
Walter Sarapuk Deputy Reeve  
Jacquie Bateman Councillor  
Peter F. Braun Councillor  
Cameron Cardinal Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor (arrived at 10:07 a.m.)  
Anthony Peters Councillor  
Lisa Wardley Councillor

**REGRETS:** Ernest Peters Councillor

**ADMINISTRATION:** Byron Peters Deputy CAO  
Fred Wiebe Director of Utilities  
Doug Munn Director of Community Services  
David Fehr Director of Operations  
Carol Gabriel Director of Legislative & Support  
Services/Recording Secretary  
Jennifer Batt Interim Director of Finance  
Grant Smith Agricultural Fieldman  
Don Roberts Zama Site Manager  
Julie Emmerson Executive Assistant  
Willie Schmidt Fleet Maintenance Manager

**ALSO PRESENT:** Ann Everatt, President – Northern Lakes College  
Carol Broadribb, Customer Sales Representative – ATCO Electricity  
Members of the public

Minutes of the Regular Council meeting for Mackenzie County held on September 10, 2019 in the Council Chambers at the Fort Vermilion County Office.

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

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

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

**MOTION 19-09-487**      **MOVED** by Deputy Reeve Sarapuk

That the agenda be approved with the following additions:

- 4. b) Carol Broadribb, Customer Sales Representative, ATCO Electricity GBU – Electric Vehicles for Municipalities Program
- 9. c) Bylaw 835-11 Dog Control
- 11. a) 7 Mile Corner Access – Road Allowance
- 17. b) Alberta SPCA Pet Surrender Update

**CARRIED**

**MINUTES FROM  
PREVIOUS  
MEETING:**

**3. a) Minutes of the August 28, 2019 Regular Council Meeting**

**MOTION 19-09-488**

**MOVED** by Councillor Wardley

That the minutes of the August 28, 2019 Regular Council Meeting be adopted as presented.

**CARRIED**

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

None.

**DELEGATIONS:**

**4. b) Carol Broadribb, Customer Sales Representative, ATCO Electricity GBU – Electric Vehicles for Municipalities Program (ADDITION)**

Councillor Jorgensen arrived at 10:07 a.m.

**MOTION 19-09-489**  
Requires Unanimous

**MOVED** by Councillor Wardley

That the ATCO presentation be received for information.

**CARRIED**

**DELEGATIONS:**

**4. a) Ann Everatt, President – Northern Lakes College**

**MOTION 19-09-490**

**MOVED** by Councillor Jorgensen

That the Northern Lakes College presentation be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 11:14 a.m. and reconvened the meeting at 11:28 a.m.

**COMMUNITY SERVICES:**

**9. b) Fire Truck Procurement**

**MOTION 19-09-491**  
Requires 2/3

**MOVED** by Councillor Bateman

That administration monitor auction sites for a replacement vehicle for the 1995 Freightliner Ladder Truck and the 2003 Freightliner Rescue Truck and bring back a recommendation as opportunities arise.

**CARRIED**

**TENDERS:**

**5. a) None**

**GENERAL REPORTS:**

**7. a) CAO and Director Reports for August 2019**

**MOTION 19-09-492**

**MOVED** by Councillor Bateman

That administration bring back planning policies and the Fee Schedule Bylaw relating to subdivision completion and deficiencies.

**CARRIED**

**MOTION 19-09-493**

**MOVED** by Councillor Wardley

That administration meet with the Fort Vermilion School Division regarding developing a Memorandum of Understanding for use of the school yard property and equipment for community use in the Hamlet of Zama.

**CARRIED**

**MOTION 19-09-494**

**MOVED** by Deputy Reeve Sarapuk

That the CAO and Directors reports for August 2019 be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:14 p.m. and reconvened the meeting at 12:38 p.m.

**OPERATIONS:**

**11. a) 7 Mile Corner Access – Road Allowance (ADDITION)**

**MOTION 19-09-495**  
Requires Unanimous

**MOVED** by Councillor Driedger

That administration install “no parking or vehicles will be towed” signs on RR 142 and the Wilson Prairie Road.

**CARRIED UNANIMOUSLY**

**GENERAL  
REPORTS:**

**7. b) Disaster Recovery Program (DRP) Updates  
(Standing Item)**

**MOTION 19-09-496**

**MOVED** by Councillor Bateman

That the disaster recovery program update be received for information.

**CARRIED**

**AGRICULTURE  
SERVICES:**

**8. a) None**

**COMMUNITY  
SERVICES:**

**9. a) Forest Resource Improvement Association of Alberta  
(FRIAA) Grant Applications**

**MOTION 19-09-497**

**MOVED** by Councillor Bateman

That administration submit to the Forest Resource Improvement Association of Alberta (FRIAA) grant applications for the following projects:

- Mitigation Strategy for West La Crete - \$30,000
- Mitigation Strategy for Machesis Lake - \$30,000
- Zama Vegetation Management - \$142,170

**CARRIED**

**COMMUNITY  
SERVICES:**

**9. c) Bylaw 835-11 Dog Control (ADDITION)**

**MOTION 19-09-498**  
Requires Unanimous

**MOVED** by Councillor Jorgensen

That administration review the current dog control bylaw and bring back options regarding implementing a limit on the number of

adult dogs allowed and that the bylaw be applied municipal wide.

**CARRIED UNANIMOUSLY**

**FINANCE:**

**10. a) Policy FIN022 Budget Development and 2020  
Budget Meeting Dates**

**MOTION 19-09-499**

**MOVED** by Councillor Braun

That a Council budget workshop be held on October 18, 2019 at 10:00 a.m. and that the 2020 Budget Council Meetings be scheduled as follows:

- October 30, 2019, 10 am, Fort Vermilion Council Chambers
- November 5, 2019, 5 pm, Fort Vermilion Council Chambers
- November 26, 2019, 10 am, Fort Vermilion Council Chambers
- December 11, 2019, 10 am, Fort Vermilion Council Chambers
- December 18, 2019, 10 am, Fort Vermilion Council Chambers

**CARRIED**

**PUBLIC HEARINGS:**

**6. a) Bylaw 1150-19 Land Use Bylaw Amendment to Rezone  
SE 08-106-15-W5M from Urban Fringe “UF” to Hamlet  
Residential District 1B “H-R1B”(La Crete)**

Reeve Knelsen called the public hearing for Bylaw 1150-19 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1150-19 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Deputy CAO, presented the following:

*Bylaw 1014-16 was approved on February 22, 2016 as a rezoning bylaw for SE 8-106-15-W5M and Plan 102 2263, Block 01, Lot 03. The location was rezoned from Urban Fringe “UF” to Hamlet Residential 1B “HR1-B” to accommodate Dwelling – Single Family developments with or without Garage – Attached.*

*Upon review, the bylaw has a typographical error that reads SE 8-106-17-W5M, but should read SE 8-106-15-W5M.*

*First reading was given on July 24, 2019.*

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1150-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1150-19. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1150-19 at 1:04 p.m.

**MOTION 19-09-500**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 1150-19 being a Land Use Bylaw amendment to rezone SE 8-106-15-W5M from Urban Fringe "UF" to Hamlet Residential 1B "H-R1B to accommodate Dwelling – Single Family development with or without a Garage – Attached.

**CARRIED**

**MOTION 19-09-501**

**MOVED** by Councillor Jorgensen

That third reading of Bylaw 1150-19 be TABLED until later in the meeting for additional information.

**CARRIED**

**PUBLIC HEARINGS:**

**6. b) Bylaw 1152-19 Land Use Bylaw Amendment to Rezone Part of NE 11-106-15-W5M from Agricultural "A" to Rural Industrial – General "RIG" (La Crete Rural)**

Reeve Knelsen called the public hearing for Bylaw 1152-19 to order at 1:06 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1152-19 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Deputy CAO, presented the following:

*Mackenzie County received a request to rezone Part of NE 11-106-15-W5M from Agricultural "A" to Rural Industrial – General "RIG" in order to accommodate an industrial subdivision.*

*The North area of the quarter section was rezoned in 2016 from Agricultural "A" to La Crete Highway Commercial "LC-HC."*

*The applicant is now requesting to rezone the southern half of the quarter section to Rural Industrial General "RIG" to accommodate industrial lots within the subdivision. The applicant does not have a timeline for development but has provided administration with a preliminary tentative plan to show what the quarter will look like when all the phases are completed.*

*First reading was given on August 13, 2019.*

Reeve Knelsen asked if Council has any questions of the proposed Land Use Bylaw Amendment. Council had the following questions or comments:

- *Is there Municipal Reserve (MR) included in this? The County is recommending cash in lieu instead of land as MR. The attached plan is tentative which is sufficient for rezoning.*
- *Discussion was held regarding the map attached to the Bylaw being incorrect.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1152-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1152-19. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1152-19 at 1:12 p.m.

**MOTION 19-09-502**

**MOVED** by Councillor Driedger

That second reading be given to Bylaw 1152-19 being a Land Use Bylaw Amendment to rezone Part of NE 11-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG" as AMENDED to include an updated map.

**CARRIED**

**MOTION 19-09-503**      **MOVED** by Councillor Braun

That third reading be given to Bylaw 1152-19 being a Land Use Bylaw Amendment to rezone Part of NE 11-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG".

**CARRIED**

**FINANCE:**      **10. b) Funding Source for Council Motion 19-08-457  
(Handi-bus Agreement – LA on Wheels Society)**

Deputy Reeve Sarapuk stepped out of the meeting at 1:12 p.m.

**MOTION 19-09-504**      **MOVED** by Councillor Bateman  
Requires 2/3

That the 2019 operating budget be amended to include up to \$35,000 for maintenance costs for buses owned by the LA on Wheels Society, with funding coming from the General Operating Reserve.

**CARRIED**

Reeve Knelsen recessed the meeting at 1:15 p.m. and reconvened the meeting at 1:22 p.m. with all members present.

**MOTION 19-09-505**      **MOVED** by Councillor Braun

That third reading be given to Bylaw 1150-19 being a Land Use Bylaw amendment to rezone SE 8-106-15-W5M from Urban Fringe "UF" to Hamlet Residential 1B "H-R1B to accommodate Dwelling – Single Family development with or without a Garage – Attached as AMENDED to rescind Bylaw 1014-16.

**CARRIED**

**FINANCE:**      **10. c) Tax Penalties – Request for Cancellation**

**MOTION 19-09-506**      **MOVED** by Councillor Bateman



That the Tax Penalties – Request for Cancellation report be received for information.

**CARRIED**

**UTILITIES**

**12. a) None**

**PLANNING AND  
DEVELOPMENT:**

**13. a) None**

**ADMINISTRATION:**

**14. a) Assessment Review Board Appointment**

**MOTION 19-09-507**

**MOVED** by Councillor Wardley

That Boyd Langford be appointed to the Assessment Review Board for a three year term ending October 2022, subject to eligibility.

**CARRIED**

**ADMINISTRATION:**

**14. b) La Crete Agricultural Society – Request for Letter of Support**

**MOTION 19-09-508**

**MOVED** by Councillor Bateman

That a letter of support be provided to the La Crete Agricultural Society for their Community Facility Enhancement Program Grant for various facility upgrades.

**CARRIED**

**ADMINISTRATION:**

**14. c) Caribou Update (Standing Item)**

**MOTION 19-09-509**

**MOVED** by Councillor Jorgensen

That the Caribou update be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

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

**MOTION 19-09-510**

**MOVED** by Deputy Reeve Sarapuk

That the Council Committee reports be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**15. b) Municipal Planning Commission Meeting Minutes**

**MOTION 19-09-511**

**MOVED** by Councillor Bateman

That the Municipal Planning Commission meeting minutes of August 22, 2019 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**15. c) Finance Committee Meeting Minutes**

**MOTION 19-09-512**

**MOVED** by Councillor Wardley

That the unapproved Finance Committee meeting minutes of August 26, 2019 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**15. d) Agricultural Service Board Meeting Minutes**

**MOTION 19-09-513**

**MOVED** by Councillor A. Peters

That the Agricultural Service Board meeting minutes of August 22, 2019 be received for information.

**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**16. a) Information/Correspondence**

**MOTION 19-09-514**

**MOVED** by Deputy Reeve Sarapuk

That Councillor Jorgensen be authorized to attend the Canadian Parks and Wilderness Society Annual General Meeting on September 25, 2019 in Edmonton.

**CARRIED**

**MOTION 19-09-515**      **MOVED** by Councillor Driedger

That the County purchase a table at the High Level Firefighter's Ball on October 5, 2019.

**CARRIED**

**MOTION 19-09-516**      **MOVED** by Councillor Driedger

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

**CARRIED**

**CLOSED MEETING:**      **17. Closed Meeting**

**MOTION 19-09-517**      **MOVED** by Councillor Braun

That Council move into a closed meeting at 1:48 p.m. to discuss the following:

- 17. a) Disaster Recovery Program Update (*FOIP, Div. 2, Part 1, s. 17*)
- 17. b) Alberta SPCA Pet Surrender Update (*FOIP, Div. 2, Part 1, s. 17*)

**CARRIED**

The following individuals were present during the closed meeting discussion. (*MGA Section 602.08(1)(6)*)

- All Councillors
- Byron Peters, Deputy Chief Administrative Officer
- Carol Gabriel, Director of Legislative & Support Services
- Fred Wiebe, Director of Utilities
- Jennifer Batt, Interim Director of Finance
- Doug Munn, Director of Community Services
- Julie Emmerson, Executive Assistant

**MOTION 19-09-518**      **MOVED** by Councillor Jorgensen

That Council move out of a closed meeting at 2:02 p.m.

**CARRIED**

**17. a) Disaster Recovery Program Update**

**MOTION 19-09-519**      **MOVED** by Councillor Driedger

That the disaster recovery program update be received for information.

**CARRIED**

**17. b) Alberta SPCA Pet Surrender Update (ADDITION)**

**MOTION 19-09-520**      **MOVED** by Councillor Bateman

Requires Unanimous

That the Alberta SPCA pet surrender update be received for information.

**CARRIED**

**NOTICE OF MOTION:**    **18. a) None**

**NEXT MEETING**      **19. a) Next Meeting Dates**  
**DATE:**

Regular Council Meeting  
September 23, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
October 8, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**      **20. a) Adjournment**

**MOTION 19-09-521**      **MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 2:02 p.m.

**CARRIED**

These minutes will be presented to Council for approval on September 23, 2019.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Willie Schmidt, Fleet Maintenance Manager</b>
<b>Title:</b>	<b>TENDER Supply of 2019 Municipal Utility Tractor – Request for Proposals</b>

**BACKGROUND / PROPOSAL:**

Administration prepared and advertised the ‘Supply of 2019 Municipal Utility Tractor – Request for Proposals’. Submissions were due at Fort Vermilion County office September 20, 2019 at 4:30 p.m.

**OPTIONS & BENEFITS:**

Submissions will be evaluated based on the following criteria:

**2.6 Evaluation Scoring**

Bidders shall be evaluated based on submitted documents in accordance with the following table:

<i>Item</i>	<i>Possible Points</i>	<i>Points Given</i>
Specifications	125	(for office use only)
Customer Service (Service, Parts & Warranty)	25	(for office use only)
Customer Reference Letters	25	(for office use only)
Price	25	(for office use only)

**Author:** S Wheeler      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

2019 Capital Budget - \$160,000

**SUSTAINABILITY PLAN:**

**COMMUNICATION/PUBLIC PARTICIPATION:**

Successful bidder will be notified.

**POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the Supply of 2019 Municipal Utility Tractor – Request for Proposals be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That administration review the Supply of 2019 Municipal Utility Tractor – Request for Proposals based on the Evaluation Scoring criteria prior to awarding.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the Supply of 2019 Municipal Utility Tractor be awarded to the most qualified bidder, while staying within budget.

**Author:** S Wheeler      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_



*rezone Plan 182 1653, Block 1, Lot 2 from Agricultural "A" to Rural Industrial General "RIG", subject to public hearing input.*

**CARRIED**

This item was taken to Council on August 28, 2019 for first reading where it was passed with the following motion:

**MOTION-19-08-464 MOVED** by Councillor Braun

*That first reading be given to Bylaw 1154-19 being a Land Use Bylaw Amendment to rezone Plan 182 1653, Block 1, Lot 2 from Agricultural "A" to Rural Industrial General "RIG", subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

Options are to pass, defeat or table second and third reading of the bylaw.

**COSTS & SOURCE OF FUNDING:**

Current costs will consist of advertising the public hearing and adjacent landowner letters, which will be borne by the applicant.

**SUSTAINABILITY PLAN:**

**Goal E26** That Mackenzie County is prepared with infrastructure and services for continually growing population.

**COMMUNICATION/PUBLIC PARTICIPATION:**

The bylaw amendment has been advertised as per MGA requirements, this includes all adjacent landowners. The applicant also displayed a rezoning notification sign on their property as per Mackenzie County Land Use Bylaw regulation.

**POLICY REFERENCES:**

Not applicable at this time.

Author:     K Racine     Reviewed by:     C Smith     CAO:





**BYLAW NO. 1154-19**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Industrial 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 182 1653, Block 1, Lot 2

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

READ a first time this 28 day of August, 2019.

PUBLIC HEARING held this \_\_\_ day of \_\_\_\_\_, 2019

READ a second time this \_\_\_ day of \_\_\_\_\_, 2019.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2019.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

**BYLAW No. 1154-19**

**SCHEDULE "A"**

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

Plan 182 1653, Block 1, Lot 2 within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial – General "RIG".



FROM: Agricultural "A"

TO: Rural Industrial – General "RIG"

# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <u>Henry + Ting Peters</u>		
ADDRESS <u>Box 1603</u>		
CITY/TOWN <u>La Crete</u>		
POSTAL CODE (RES.) <u>T0H 2H0</u>	PHONE <u>780 841-2951</u>	BUS. <u>780 841 2951</u>

COMPLETE ONLY IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER		
ADDRESS		
CITY/TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

**LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT**

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
<u>NE</u>	<u>16</u>	<u>106</u>	<u>15</u>	<u>W5</u>		<u>182 1653</u>	<u>01</u>	<u>02</u>

**LAND USE CLASSIFICATION AMENDMENT PROPOSED:**

FROM: Agriculture TO: Industrial

**REASONS SUPPORTING PROPOSED AMENDMENT:**

There are already existing businesses heading north of La Crete. I have a potential buyer for this property and he wants to use the property for his logging operation. I think this property would be the ideal location for that, since Timberband Construction, and Precast Concrete are already based in that location.

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 560.00

RECEIPT NO. \_\_\_\_\_

Henry Peters  
APPLICANT SIGNATURE

July 29th / 2019  
DATE

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

REGISTERED OWNER SIGNATURE \_\_\_\_\_

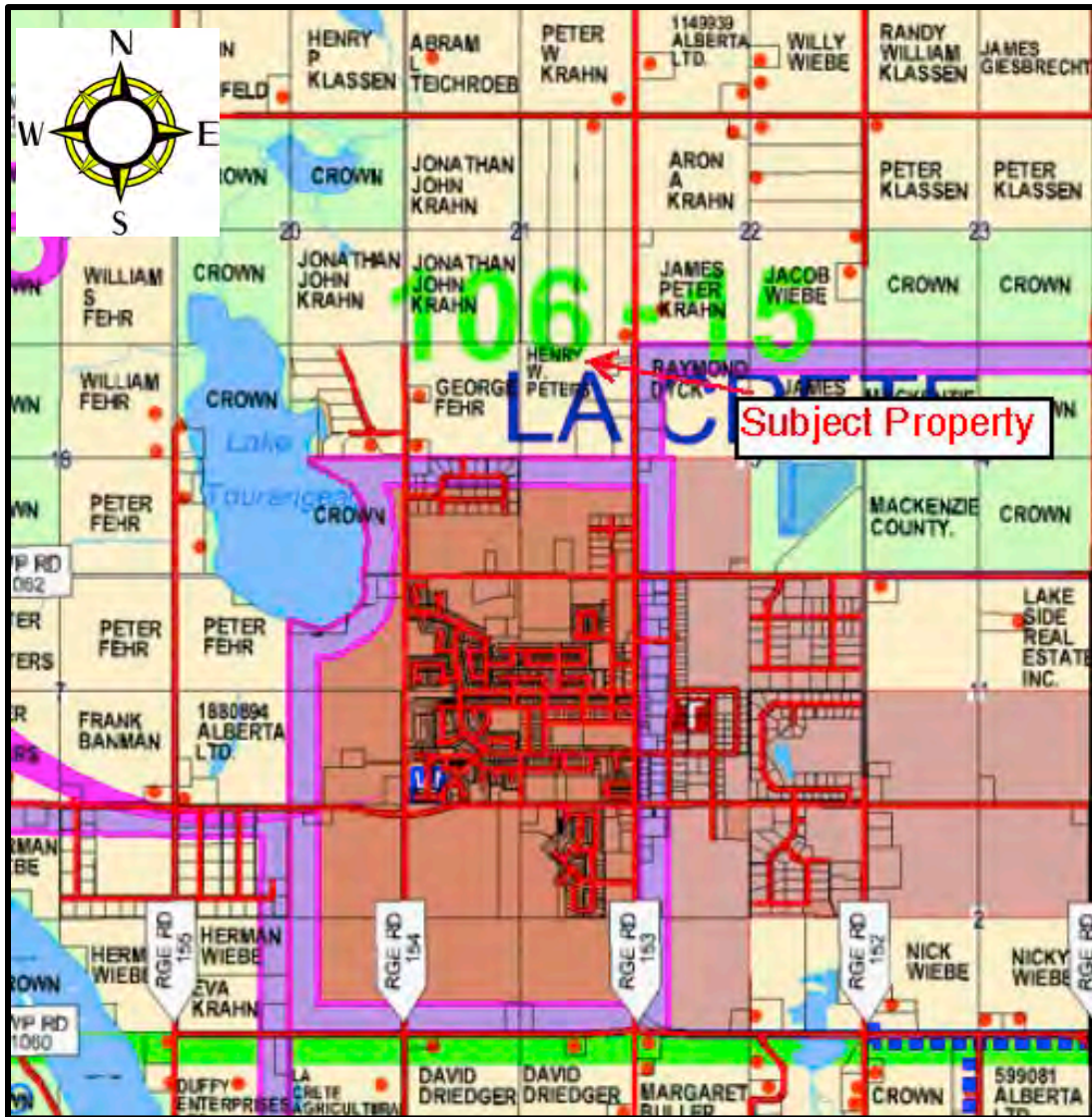
DATE \_\_\_\_\_

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: office@mackenziecounty.com  
www.mackenziecounty.com

# BYLAW APPLICATION



File No. Bylaw 1154-19

NOT TO SCALE

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**Mackenzie County**

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1154-19**

**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:**



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for September 2019</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for September 2019 are attached for information.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO & Director reports for September 2019 be received for information.

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



## **MONTHLY REPORT: CHIEF ADMINISTRATIVE OFFICER TO COUNCIL**

For the Month of September 2019

From: Len Racher  
Chief Administrative Officer

### **AUGUST 2019 MEETINGS**

September 19	Joint Health & Safety Meeting
September 20	Managers Meeting FVSD Event – High Level
September 23	RMA Member Conference Call – Police Meeting Council Meeting - Cancelled
September 25 - 25	AFPA Conference in Jasper
September 20	Finance Committee Meeting

As you all know, I was away for the beginning of the month from August 30<sup>th</sup> to September 19<sup>th</sup>.

We had very productive meetings with Andre Corbould, Agriculture and Forestry at the Alberta Forest Products Association (AFPA) Conference in Jasper. We are encouraged with their attitudes towards assisting the growth in our County.

Respectfully,

Len Racher  
Chief Administrative Officer

## Monthly Report to the CAO

For the month of September, 2019

From: Byron Peters,  
Deputy Chief Administrative Officer

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR. Recent comments suggest that the LPR will begin soon.
Community Infrastructure Master Plans	Q4 2019	Received second draft of offsite levies for review. Administration currently reviewing, will need to complete a level of engagement with the development community. Transportation Master Plan is being reviewed in conjunction with DEV001 policy.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development Strategy	Ongoing	Proceeding with industrial lands project near La Crete. CARES grant extension agreement has been submitted with a project completion date set for January 15, 2021. ICCI grants in progress – focus on value added Ag. Drafted Ag Ec Dev strategy – need to implement the network to see it through.
Streetscape	Ongoing	<b>La Crete-</b> Tree planting in La Crete completed this summer – need a fall meeting to determine 2020 priorities <b>Fort Vermilion-</b> railing on viewing deck has been completed. Two errors have been noted on the two of the deck inserts, administration will have these corrected. Prioritizing the big lookout deck as the next project and applying for CFEP grant through

		FVBoT. Deck design is still in discussions.
MGA Updates	Ongoing	Documented applicable MGA updates and implementing these changes through the planning department. Outstanding items include: offsite levies, tax incentives, joint planning agreements with schools and many more.
Fort Vermilion Flood Risk Assessment	Q2 2019	Complete, final financial documents to be submitted. Letter to be sent to AEP regarding County involvement in Stream 2 of the assessment. Administration looking for applicable mitigation grant.
Airport Planning	2019	WSP has been engaged to update the AVPA for LC and FV airports, and to revise the airport development plans. Engaged consultant to update the GPS approaches this year.
Inter-municipal Collaboration Frameworks and Inter-municipal Development Plans	April 2020 completion deadline	<p><b>Rainbow Lake:</b> Draft MOU agreement was sent to Rainbow Lake – more negotiations needed.</p> <p><b>High Level:</b> Preliminary discussions started at administrative level. No discussions recently.</p> <p><b>Northern Lights:</b> ICF agreement and bylaw have been approved by both Councils, and has been submitted to MoMA for approval. IDP exemption has been approved.</p> <p><b>MD Opportunity:</b> IDP exemption has been approved, and ICF submitted to the MoMA.</p> <p><b>Northern Sunrise:</b> IDP Exemption request approved, ICF presented at this council meeting.</p> <p><b>RM Wood Buffalo:</b> Awaiting draft ICF proposal from RMWB. IDP/ICF time extension request has been drafted.</p>

**Personnel Update:**

Two staff currently on parental leave, and two more will be going on leave in the coming months.

**Other Comments:**

Attended the Economic Developers Association of Canada conference; met with AEP, AgFor & NRCan; attended CPAWS AGM – all in Edmonton. Met with CMR Consulting in Calgary for a NWSAR project. Filled in for Len while he was out of the office, and had several local project meetings.

All departments are busy with budget preparation while also trying to wrap up 2019 projects. Many projects were not completed this year because of the delays caused by the wildfire season.

## MONTHLY REPORT TO THE CAO

For the Month of September 2019

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/19	Summer maintenance is has mostly been completed for the summer.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/19	7 trickle services have been repaired this summer.
Rural Potable Water Infrastructure	Oct/19	Deficiencies have been corrected aside from some remaining landscaping which is underway and close to complete.
Potable Water Supply North of the Peace River	Oct/19	EOI was sent in to ICIP. Awaiting to see if any other funding opportunities come up.
Waterline Blue Hills	Oct/19	Expressions of interest sent in to Investing in Canada Infrastructure grant. This was submitted as a part of the project above. Awaiting to see if any other funding opportunities come up.
Diversion Licence Review	Dec/19	Proceeding as discussed. Topic of discussion at Water North Coalition. Consultant has submitted diversion licence application to amalgamate wells 1, 2 & 3 to provide flexibility for total water volume diversion.
La Crete Future Water Supply Concept	Dec/19	Working on RFP scope details.
LC Future Utility Servicing Plan	Nov/19	Met with consultant end of September and have a draft plan to review for final editing.
LC – Well #4	Nov/19	Sent in application for funding under the Alberta Municipal Water/Wastewater Partnership program. Awaiting approval.

LC – Sanitary Sewer Expansion	Oct/19	Received final report and currently working on off-site levy bylaw. Phase 2 design is well under way.
ZA – Sewage Forcemain	Oct/19	Applied under the Investing in Canada Infrastructure Program.
ZA- Distribution Pump House Upgrades	Dec/19	Working on change of project scope to get project closer to budgeted estimate.
ZA- Lift Station Upgrades	Mar/19	Will apply for grant funding in a future year as per council motion.

**Personnel Update:**

--

**Other Comments:**

I have compiled information for the dog bylaw and will bring this forward with options at next council meeting.
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Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County

## **MONTHLY REPORT TO THE CAO**

**For the Month of September 2019**

**From: Doug Munn  
Director of Community Services**

---

### **Meetings Attended in September 2019**

September

4	Community Services Committee (personally did not attend)
6	RCMP Cost Funding Model Webinar
10	Council Meeting
12	Jubilee Park Meeting – La Crete
13	Office Safety Meeting
17	Wadlin Lake Visit
19	Joint Health and Safety Meeting
19	Henry Enns – Vanguard Park
20	County Manager Meeting
23	Council Meeting
24	Health and Safety Committee Training Session

Also attended numerous meetings with staff and other departments and completed site visits regarding 2020 budget preparation.

### **Fort Vermilion, La Crete and Zama Fire Department for September 2019**

Activity Summary Report for September 2019

- 19 - MCR
- 3 – Fire Calls – 2 of the Calls both Fire Departments responded too.
- 1 -- Alarm
- 3 -- Motor Vehicle Incidents

Prepared documentation for DRP records regarding fire fighter manpower and equipment.

### **Health and Safety**

- Health and Safety Committee Training – Based on new AMHSA regulations all members of the HSC are responsible to take a course that outlines member responsibilities and committee functions. This was completed on September 24, 2019

- 

## **Waste**

- Normal Operation

## **Parks and Recreation**

- Fort Vermilion Spray Park – We received a report from Utilities Department that the Fort Vermilion Spray Park was causing them expensive issues due to sand infiltrating the waste water system. This was also causing the filters in the spray park to plug. In order to remedy the problem we are proceeding with a \$6,000 renovation to the playground which will replace the sand with a pea gravel. This would have been brought up at the September 23 Council meeting, except that it was cancelled.
- Bridge Campground Swing – Staff have identified that the swing at the Bridge Campground has begun to rust. This is in violation of the playground maintenance standards and so the swing has been removed. Administration will include a replacement for the swing in the 2020 budget
- Vanguard Park – Met with Henry Enns to discuss his thoughts on development of Vanguard Park.

## **Building Maintenance**

- 2020 Budget – preparation of the 2020 budget including estimates for new projects and repairs
- Perform multiple annual playground inspections and repairs
- Completed multiply small repairs at the County house.
- Annual fire extinguisher maintenance in Fort Vermilion and La Crete
- Repair furnace – Zama trailer
- Install air line at the FV fire hall for fire truck shore line
- Winterize sprinkler system – FV and LC Offices
- Check leaking hot water tank – Zama – parts on order
- Replace the sand with pea gravel at the FV Arena Park playground to eliminate splash park sand contamination – In progress



## MONTHLY REPORT TO THE CAO

For the Month of Sept 2019

From: Don Roberts  
Zama Operations

Program/Activity/Project	Timeline	Comments
Zama Road Maintenance Chateh Access Rd Maintenance Zama Public Works	Ongoing	<ul style="list-style-type: none"> <li>The grading of the Zama Road and Chateh receive regular maintenance. All roads in good shape.</li> </ul>
Park / Campground	October	<ul style="list-style-type: none"> <li>Campground and shower units are being closed for the season and being winterized.</li> </ul>
Fire Smart	Ongoing	<ul style="list-style-type: none"> <li>Application has been submitted. Waiting for a respond of being short listed.                             <ul style="list-style-type: none"> <li>Mitigation Study to be performed for the West La Crete area and Machesis Lake.</li> <li>Continue with Zama 10 Year Vegetation Management plan.</li> </ul> </li> </ul>

### Capital Projects

Aspen Dr. Ditch Repair	May 2019	<ul style="list-style-type: none"> <li>Project is 80% completed.</li> </ul>
Assumption Hill Improvements	Sept 2019	<ul style="list-style-type: none"> <li>Ditch improvements on the Chateh hill are planned for completion by September end. Contractor has been engaged.</li> </ul>
Zama Road Frost Heaves	Summer 2019	<ul style="list-style-type: none"> <li>Paradox Access Solutions require that a geotechnical study (cost \$35,000) be conducted in order to give guaranty.</li> <li>Will be going forward with small repair/patch work. Contractor has been engaged.</li> </ul>

### Attended Update:

Attended the following:

- Council/Managers Meetings
- Community Services
- OH&S Meetings
- Meeting with AA&F

**REPORT TO CAO**  
September, 2019

From: Grant Smith  
Agricultural Fieldman

**Annual Operating Programs, Projects and Activities**

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2019	Roadside spraying is complete, except for spot spraying on Provincial Hwys. The County signed a service agreement with AT to spot spray patches. Spot spraying is complete. The county has a "Do Not Spray" program for producers who wish to assume responsibility for weed control along their property. To date there are 125 signed agreements.
Weed Inspection	2019	Warning letters have been sent to 25 locations. We have purchased a computer program through Munisight and will have it ready for seasonal Weed Inspectors. The Assistant Ag Fieldman will assume the lead role in weed inspection and will supervise Weed Inspectors. To date there have been 33 Notices issued.
Roadside Mowing	2019	Roadside Mowing commenced July 11 <sup>th</sup> . All roads south of the Peace River will receive one pass, everything north of the river will receive a full width cut. Completion date was August 15 <sup>th</sup> .
Emergency Livestock Response Plan		The ASB met with Brad Andres, Director of Emergency Management Services AAF on August 19 <sup>th</sup> in Fort Vermilion to discuss drafting an Emergency Livestock Response Plan and template that other municipalities can adopt to fit their plans. Mr. Andres was seeking the County's input and experiences in regards to the wildfire situation.
Wolf Bounty	2019	To date there have been 508 wolf carcasses tagged. See attached.

Shelterbelt Program	2019	Administration is currently seeking other options for the Shelterbelt program as it appears the current one is insufficient to ratepayer needs.
Seed Cleaning Plant Inspections	2019	Seed Cleaning Plants received their annual inspection on Feb 26 <sup>th</sup> . Plants are graded on efficiency, cleanliness, record keeping and condition. Frontier Seed Cleaning Plant in La Crete achieved a rating of 93%, High Level Seed Cleaning Plant achieved a rating of 89%. Mackenzie County issues the operating license.
VSI Program	November 09, 2018	The annual VSI AGM is scheduled for November 9 <sup>th</sup> in Peace River. 16 Municipalities participate in the program.

**Capital Projects**

Projects	Timeline	Comments
Blue Hills erosion repair Twp Rd 103-2		Although this is not a project yet, the ASB held a meeting with local landowners to discuss this problem on July 23 <sup>rd</sup> at the Tompkins Firehall. 3 of 5 affected landowners attended and signed agreements. All were in agreement that this is a public safety concern with the increased traffic as a result of the new land to the west. The next step is to get a survey which will enable the ASB to obtain a proper cost estimate.
Buffalo Head/Steephill Flood Control Project	2018	Phase 1 and Phase 2 were completed in October, 2018. All culvert gates are locked. There are minor erosion repairs and inlet adjustments to be completed as well as a warranty inspection.

**Personnel Update:**

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**Other Comments:**

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**Wolf Count by Area**

WMU	Wolf Count	Trapline Number	Wolf Count	General Area	Wolf Count
528	11	251	1	Hay Bay	1
536	27	1203	12	West End Rd Rainbow	1
535	44	1533	3	Bushe River	1
534	38	1721	1	Hutch Lake	3
540	2	1492	3	First Wabasca River	1
<b>Total</b>	122	205	15	100 KM north of Rainbow	3
Male	136	2055	1	North of High Level	13
Female	132	582425	4	40 KM West of HL	1
		2923	5	Machesis Lake Area	4
		582487	3	Baseline Road	3
		2722	2	Beaver Ranch Area	7
		1779	1	Fox Lake Reserve	2
		1246	15	South Tall Creee	1
		1796	1	Meander River	5
		1418	3	Rocky Lane Area	1
		1203	3	Town Of High Level	14
		2419	14	John Dor	3
		1415	2	8 Mile Corner	1
		2273	11	Chateh	2
		1566	2	SE 14-110-15-W5	2
		2309	3	Steen River	6
		2505	1	Ptarmigan Flats	1
		2294	2	Heliport Road Area	4
		257	2	Zama	7
		2915	5	Chinchaga River	2
		2314	1	Buffalo Head Prairie	1
		572714	2	Highway 88 Connector	5
		2395	4	SW 4-103-18-W5	1
		2402	13	3-103-18-W5	2
		2291	1	SE 1-116-5-W6	1
		1366	1	NW 8-106-10-W5	2
		2292	20	Fort Vermilion Area	2
		2807	6	Atlas Landing	1
		2299	5	Steep Hill Creek	1
		2505	3	Blue Hills Area	11
		241	1	SE 11-105-15-W5	1
		773	2	NE 33-103-14-W5	2
		1707	4	S 1/2 3-104-14-W5	1
		1278	1	SW 18-109-10-W5	1
		1707	1	SE 24-107-12-W5	1
		1375	1	SW 3-104-14-W5	2
		1403	6	NE 26-108-13-W5	1
		<b>Total</b>	187	SW 25-106-12-W5	1
				7-110-12-W5	2
				NE 17-105-13-W5	1
				SW 28-109-13-W5	1
				32-102-16-W5	1
				NE 7-106-15-W5	1
				NE 18-109-10-W5	2
				16-18-116-3	1
				NE 8-111-19-W5	1
				SW 7-104-14-W5	1
				SW 31-107-14-W5	3
				N 1/2 17-109-10-W5	2
				TWP 101-18	4
				E 1/2 32-109-12-W5	4
				SW 9-109-17-W5	1
				17-111-19-W5	1
				S 1/2 2-107-12-W5	4
				SE 6-109-10-W5	1
				NE 1-107-13-W5	1
				NW 4-106-12-W5	1
				SW 12-110-15-W5	1
				SW 33-108-16-W5	7
				25-101-18-W5	1
				3-104-14-W5	3
				33-104-18	4
				NE 26-108-12-W5	2
				NE 28-108-14-W5	1
				NE 11-113-21-W5	1
				SW 26-104-15-W5	1
				SE 24-110-13-W5	1
				SW 10-104-17-W5	1
				NW 10-106-13-W5	1
				NE 32-109-12-W5	1
				NE 36-101-15-W5	3
				NW 33-104-17-W5	1
				NW 34-107-14-W5	1
				NW 4-105-17-W5	1
				NE 24-110-19-W5	1
				NE 4-104-14-W5	1
				106-8-W5	1

Total Wolves 508

## MONTHLY REPORT TO THE CAO

For the Month Ending September, 2019

**From:** Jennifer Batt  
Interim Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2019 Operating & Capital Budget	Ongoing	Approved capital budget and operating budgets are up-loaded in financial system. Variance reporting will occur on scheduled basis. Amend budget as per Council motions.
MSI Reporting	Ongoing	Submitted 2018 Statement of Expenditures. 2019 Projects have been submitted, awaiting approval. -2018 Operating SFE approved, awaiting 2019 project approval
GAS Tax	Ongoing	2016 Statement of Expenditures has been approved. Awaiting approval of 1 project, for submission of the 2017 Statement of Expenditures. 2018 project submitted for approved. Estimated wait time 6-8 weeks for review and approval.
Disaster Recovery Program  -Peace River Ice Jam / Overland Flood  -Chuckegg Wildfire	Ongoing	Received further costs from claimant #2. No further correspondence from claimant #1 received.  Submit reporting documentation to province for the Chuckegg Fire.  Numerous discussions with DRP advisors for both the Ice Jam claim, and the Chuckegg Fire claim.  Review final honorariums for fire fighters, and reconcile fire department costs to DRP.

		<p>Contact ratepayers with grazing leases affected by wildfire.</p> <p>Review projects, costs, and required documentations are compile for submission to the Disaster Recovery Program.</p>
2020 Operating & Capital Budgets	Ongoing	Discuss 2020 budget requirements with Directors/Managers. Review 3 year operating plan, and 5 year capital plan requirements required for 2020.
Grants to Non Profits	Oct 15	2020 grant application available, and forwarded to non profit groups for completion.
Emails	Ongoing	Follow up with outstanding emails received by previous Director of Finance.

## MONTHLY REPORT TO THE CAO

For the Month of September 2019

**From:** David Fehr  
Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Regravel program	Oct 4	Regraveling slated to be completed Oct 4
Wadlin Lake	Completed	Docks have been removed and the campground is ready for winter.
Storm Sewer repairs	Completed	Storm sewers that need repair have been repaired
Road grading	Ongoing	Graders working to prepare roads for winter.
Minor Washout repair	Completed	Fixed an area of water erosion in Rocky Lane.
Placed numerous culverts	Ongoing	Replace old culverts and install new ones on roads to new lands.
Budget preparations	Ongoing	Work on 3 year operational and 10 year capital plans.

Projects	Timeline	Comments
Blue Hills Road rebuild	Completed	This project has been completed
Range Road 17-5 rebuild	Completed	This project has been completed
Teachers Loop	Completed	This project has been completed
Airport Road rebuild	completed	Project has been completed

Blue Hills Bridge Site 2	Oct 4	Anticipated finish is on or before Oct 4
Lambert Point road rebuild	Oct 11	This project should be completed by Oct 11
Rocky Lane Oil	Completed	This project has been completed
11 mile culvert replacement	Non start	This project was not started due to Forestry requesting that we don't start until their operations slow down.
Machesis Lake road rebuild	Non start	This project was not started due to Forestry requesting that we don't start until their operations slow down.
Blumenort road rebuild east	2020	Approximately 50% complete. Had to pull equipment back to regular duties.
LaCrete overlays	Complete	This project has been completed.
Microsurfacing 98 <sup>th</sup> Ave	2020	Contract has been awarded.
Fort Vermilion 49 <sup>th</sup> Ave paving.	Complete	This project has been completed
Fort Vermilion 49 <sup>th</sup> Street paving.	Complete	This project has been completed.
Ski Hill	Ongoing	All dispositions have been approved and road work is starting. Survey for the bridge and environment assessment starting on Oct 2

**Meeting Schedule**

- **September 4 - Community Services Meeting**
- **September 5 - Team Meeting**
- **September 10 - Council Meeting**
- **September 11 - Operational Team Meeting**
- **September 19 - Joint Health and Safety Meeting**
- **September 23 - Council Meeting**
- **September 24 - Joint Health and Safety Training**
- **September 26 - Team Meeting**

Respectfully,

David Fehr  
 Director of Operations



# Month End Summary September 2019 Enforcement & Safety

## Enforcement

- Month of September was busy with school start up I had signage placed in Fort and La Crete to remind everyone school zones were back in effect. Spent time parked at St Mary's.
- Continued patrols for dogs in Fort Vermilion and at Rocky Lane School and La Crete.
- Assisted Imperial Oil with a lot clean up in La Crete.
- 2 dog complaint investigations. Rocky Lane and St Mary's
- Continued Wednesdays monitoring of waste pickup.
- Picked up two dogs in Fort vermilion.
- Assisted on two Roads department concerns.

## Health and Safety

- Attended, La Crete Shop & La Crete office monthly safety meeting.
- Dealt with our staff in regards to adequately placing signage by the walking trail for construction.
- Completed provincial mandated training in September for the Joint Health and safety committee.
- Completed two new hire orientations.
- Completed Fire drills for the waste transfer stations.

## Communications

- No current concerns.

Ron Dyck  
Enforcement & Safety Officer





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>La Crete Recreation Society – Request to Transfer Funds</b>

## **BACKGROUND / PROPOSAL:**

In 2018 the La Crete Recreation Society budgeted \$30,000 to renovate dressing rooms in the Recreation Centre. This budget amount was approved by Council as a shared project and so the County budgeted \$15,000 towards the project, and the La Crete Recreation Society would fund \$15,000 towards the project. To date no funds have been spent from this account but the work was completed through the Dressing Room Expansion project.

The La Crete Recreation Society made a motion at their August 15, 2019 board meeting to request that the dressing room funds from 2018 be allocated to some of the projects they completed in 2019. A letter is attached with this request along with a spreadsheet that they have supplied showing the status of their projects in 2019.

Since these funds were to be matched 50/50 by the Recreation Society it is recommended that this condition is also carried forward if Council approves this request. Administration would also like to recommend that the funds should only be transferred to an approved project.

Attached is a letter from the Society with their request and Mr. Philip Doerksen will be in attendance at the Council meeting to answer any questions. Also attached is a spreadsheet from the Society that shows where they have spent additional funds. Mr. Doerksen has suggested that they would be satisfied putting these funds to any of these projects.

Administration has also attached a list of the Society's approved projects, and paid costs to date.

**Author:** Doug Munn      **Reviewed by:** J. Batt      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

1. Approve the transfer of \$15,000 from the Renovate Old Dressing Rooms Project from 2018 provided the Recreation Society match these funds and designate it toward an existing project on a 50/50 basis.
2. That the La Crete Recreation Society Request to Transfer Funds report be received for information.

**COSTS & SOURCE OF FUNDING:**

Included in the 2019 Capital Budget as a Carry Forward project, with \$15,000 coming from the La Crete Recreation Society, and \$15,000 from the General Operating Reserve.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

ADM041 Recreational Capital Projects

Policy ADM041 does not address the issue of how to deal with funds remaining in a budget once the project is completed. It is common practice for County capital projects to close a project account once the project is completed and the remaining budget balance return to its funding source.

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Recreation Society – Request to Transfer Funds report be received for information.

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

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That Policy ADM041 - Recreational Capital Projects be referred to the Finance Committee for review.

**Author:** Doug Munn      **Reviewed by:** J. Batt      **CAO:** \_\_\_\_\_

**La Crete Recreation Society Approved 2019 Projects and Funding**

2019 Capital Grant Projects Requested	2019 Funding Request	2019 Approved Budget	Cost Allocation - Approved			2019 Costs to date	La Crete Recreation Society reported costs	2019 Approved Budget
			Rec. Board cost share	County cost share	Total			
Rebuild one compressor	\$22,000	\$22,000		\$22,000	\$22,000	\$ 11,000	\$ 23,274.16	\$22,000
Olympia conditioner maintenance + emergent funding request	Original budget \$8,000 + Emergent \$9,963	\$17,963		\$17,963	\$17,963	\$ 4,000	\$ 17,013.14	\$17,963
Upgrade VFD electrical panel	\$4,000	\$4,000		\$4,000	\$4,000	\$ 2,000	\$ -	\$4,000
Buffalo Head Prairie boards and asphalt*	\$80,000	\$100,000						
Blumenort skate shack*	\$70,000			\$100,000	\$100,000	\$ 50,000	\$ 144,050.00	\$100,000
Olympia	\$145,000	\$0		\$0	\$0	N/A	\$ -	\$0
Youth Centre RENO	\$60,000	\$0		\$0	\$0	N/A	\$ -	\$0
Wheel chair lift for hall & wheel chair accessibility	\$55,000	\$0		\$0	\$0	N/A	\$ -	\$0
Two portable washrooms	\$3,000	\$3,000		\$3,000	\$3,000	\$ 2,700	\$ 2,700.00	\$3,000
Three hashmark LOGOs for the ice	\$1,500	\$0		\$0	\$0	N/A	\$ -	\$0
One window for the boardroom	\$5,000	\$5,000		\$5,000	\$5,000	\$ 5,000	\$ 5,225.34	\$5,000
Tennis court practice wall	\$2,000	\$0		\$0	\$0	N/A	\$ -	\$0
Office desk	\$1,500	\$0		\$0	\$0	N/A	\$ -	\$0
<b>TOTAL 2019 CAPITAL REQUESTS</b>	<b>\$449,000</b>	<b>\$151,963</b>	<b>\$0</b>	<b>\$151,963</b>	<b>\$151,963</b>	<b>\$ 74,700</b>	<b>\$ 192,262.64</b>	<b>\$151,963</b>

\* See attached letter re grant funding

Carry Forward Projects	Budget requested	Total Approved Budget	Cost Allocation - Approved			TOTAL Costs to date
			Rec. Board cost share	County cost share	Total	
LC - Dressing Room Expansion including Gym/Weight Room (CF 2017)	\$ 482,500	\$ 482,500		\$ 482,500	\$ 482,500	\$ 480,847
LC - Renovate Old Dressing Rooms (2018)	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ 30,000	\$ -
LC - 2 Sets of Mini Nets & Portable Boards (2018)	\$ 8,500	\$ 8,500		\$ 8,500	\$ 8,500	\$ 7,745
LC - Operational Over Spends	\$ 13,895	\$ 13,895		\$ 13,895	\$ 13,895	\$ 11,797
<b>TOTAL CARRY FORWARD REQUESTS</b>	<b>\$534,895</b>	<b>\$534,895</b>	<b>\$15,000</b>	<b>\$519,895</b>	<b>\$534,895</b>	<b>\$500,389</b>

La Crete Recreation Society did not include costs for Carry Forward projects in the spreadsheet submitted

**Additional projects/costs not included in 2019 budget request, but included on spreadsheet submitted**

Cement Olympia Room	\$ 9,114
CFEP Darlene Grant writing	\$ 6,125
<b>TTL</b>	<b>\$ 15,239</b>
<b>Total costs reported</b>	<b>\$ 207,501.64</b>

## ***La Crete Recreation Society***

*P.O. Box 29 La Crete AB T0H 2H0 10201-99 Avenue  
P:(780) 928-3066 C:(780) 926-0503 F:(780) 928-3022  
[www.nlreccenter.com](http://www.nlreccenter.com)  
[arenam@telus.net](mailto:arenam@telus.net)*

NORTHERN LIGHTS REC. CENTER



Hi Doug,

The recreation board made a motion at the August 15<sup>th</sup> board meeting, to request that the dressing room funds from 2018 to be allocated to some of the projects we have completed in 2019.

The County approved \$15,000.00 towards cosmetic work on the dressing rooms in the 2018 budget year. We had put this project into the lobby RENO and entrance addition and those projects came in under budget and so we didn't need the funds at that time.

We are now asking if Council would consider releasing those funds to the La Crete Recreation board to help offset some of the capital project costs.

Code 6-71-30-51 LC Renovate old dressing room (2018)

Philip Doerksen

A handwritten signature in black ink, appearing to read "Philip Doerksen", written over a horizontal line.

Arena Manager

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
AUGUST 15, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Shawn Wieler, President  
Dave Schellenberg, Vice President  
Simon Wiebe, Director  
Peter Wiebe, Secretary  
Duffy Driedger, Director  
Philip Krahn, Director  
Holly Neudorf, Director  
Ken Derksen, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager  
Shane Krahn, Arena Assistant Manager  
Abe Fehr, Accountant

Absent: George Derksen, Director

Call to Order: President Shawn Wieler called the meeting to order at 6:03 p.m.

Approval of Agenda

1. Auction Items (8.6) was added to agenda

Peter Braun moved to accept the agenda as amended.

CARRIED

Financials

1. Abe Fehr presented the financials.
2. GIC Investment – Aquatics should be removed from financials shortly
3. Finances are up-to-date

Dave Schellenberg moved to accept the financials as presented.

CARRIED

Abe Fehr left the meeting at 6:12.



Approval of Previous Meeting's Minutes

1. Ken Derksen moved to accept the June 13, 2019 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

No business from the minutes

Review of Action Sheet

Action sheet was reviewed, nothing to report at this time.

Manager's Report – Philip Doerksen

1. The Blumenort skate shack and BHP boards are completed
2. Knelsens finished the asphalt in BHP
3. Grad was June 15<sup>th</sup>
4. Arena was closed June 18-24 due to evacuation
5. Canada day celebrations at the arena on July 1<sup>st</sup>
6. Arena boards were cleaned June 25<sup>th</sup>
7. Summer painting and maintenance projects have been completed

Duffy Driedger moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Curling Rocks

Fort Vermilion decided not to take our curling rocks

8.2 Capital Funds Transfer from County

Discussions about \$15,000 unused funds the County has from the 2018 lobby/dressing room renovation projects.

Ken Derksen makes a motion to have Philip Derksen ask for the reallocation of the unused funds from the reno lobby/dressing room project, to other inhouse capital projects that have already been completed in 2019.

CARRIED

8.3 Ice Schedule NPHL, Sunday Morning Ice

1) NPHL in La Crete got rejected

2) Sunday Morning Ice, discussions about opening up the arena for ice users before noon on Sunday mornings.

Philip Krahn makes a motion that the arena be opened as needed on Sunday mornings.

CARRIED

#### 8.4 Internet Upgrade

Discussed that WIFI upgrades are needed for many of the user groups

Peter Wiebe makes the motion for to spend up to \$5000 for WIFI equipment upgrades

CARRIED

#### 8.5 AGM

AGM will be on September 12, 2019 @ 7:30 pm following the regular board meeting

#### 8.6 Auction Items

Duffy had information of an upcoming auction sale in Wabamum selling ice making, and ice maintenance equipment.

Dave Schellenberg makes a motion for Philip to go to Wabamum, AB to look at some ice making and maintenance equipment going on auction to see what is available and the condition it's in.

CARRIED

Simon Wiebe moved to go in camera at 6:56 p.m.

Holly Neudorf moved to go out of camera at 7:05 p.m.

Duffy Driedger moved that the meeting be adjourned at 7:10 p.m.

Next Meeting will be September 12, 2019 at 6:00 p.m. The AGM will be at 7:30 p.m. on September 12 after the regular board meeting.

Company	BHP Boards	Blumenort shack	Cement	BHP Asphalt	CFEP Grant.	compressor.	Window	VFD	Washrooms
Double M	Bid \$29,818	Bid \$79,900							
	\$3105 Boards Extra	- \$1000 credit old Shack							
	\$760 Extra Lexan	- \$995 Credit Partitions							
		\$2000 extra hot Water tank, 2-zones.							
		\$712.50 Install Lexan							
		<b>Total \$80,617.50</b>							
	<b>Total \$33,683</b>	<b>Total \$33,683</b>							
		<b>Total \$114,300.50</b>							
		GST \$5,715.02							
		<b>Total \$120,015.52</b>							
DBM			\$9114.00						
Knelsen's				\$31,338.30					
Darlene Bergan					\$6,125.				
Cimco Refrigeration						\$23,274.16			
Screwy Louie's							\$5,225.34		
Red line Electric									
Willies Vacuum Service									\$2,700

Code	Project description	County Project budget	Emergency budget County	NLRC 2019 budget	Actual total cost
6-71-30-58	Rebuild compressor	\$22,000.00		\$1,274.16	\$23,274.16
6-71-30-59	Olympia Maintenance	\$8,000.00	\$9,013.14		\$17,013.14
6-71-30-60	VFD	\$4,000.00			
6-71-30-61	Blumenort shack/BHP Boards	\$100,00.00		\$14,300.00	\$114,300.00
6-71-30-62	2-portable washrooms	\$3,000.00			\$2,700.00
6-71-30-63	Window	\$5,000.00		\$225.34	\$5,225.34
	Cement Olympia room	none		\$9,114.00	\$9,114.00
	CFEP Darlene Grant writing	none		\$6,125.00	\$6,125.00
	BHP Asphalt	none		\$29,750.00	\$29,750.00
	<b>total</b>	<b>\$142,000.00</b>	<b>\$9,013.14</b>	<b>\$60,788.50</b>	<b>\$207,501.64</b>
6-71-30-51	Renovate Dr rooms 2018	\$15,000.00		Matching	

We didn't need this because the dressing room RENO was included in the lobby RENO and entrance project

### Checks

M&M \$23,561.40

M&M \$61,276.53 July 23<sup>rd</sup>

M&M \$35,171.85 July 30<sup>th</sup>. BHP boards and Blumenort skate shack.

DBM \$9,114 Cement Olympia room, in house capital project.

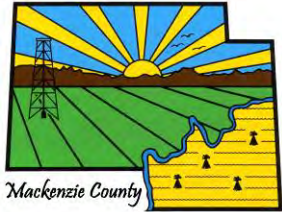
Knelsens \$31,338.30 BHP asphalt. In house capital project.

Darlene \$6,125 CFEP half of grant writing for Lobby and entrance grant 2018, \$175,000.00

Transferred \$70,138.70 to operating from Capital for cover checks.

August 13<sup>th</sup>, Transferred \$9,350.20 back to Capital to cover NLRC portion of Capital projects, \$60,788.50

Received county operating check July 9<sup>th</sup> \$172,595.00



## Mackenzie County

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

March 25, 2019

Community Facility Enhancement Program  
Alberta Culture  
Suite 212, 17205 - 106A Avenue  
Edmonton, Alberta  
T5S 1M7

Dear Sir/Madam:

**RE: SUPPORT FOR LA CRETE OUTDOOR RINK PROJECT**

The La Crete Recreation Society wishes to apply for a Community Facility Enhancement Program (CFEP) grant to assist in their La Crete Outdoor Rink Project and this is to confirm that Mackenzie County is in support of this project.

The County has committed a total of \$100,000.00 towards this project.

The County is looking forward to the completion of this project and your support would be much appreciated.

If you require additional information, please contact myself at (780) 926-7405 or Len Racher, Chief Administrative Officer at (780) 927-3718.

Sincerely

Josh Knelsen  
Reeve

c: Mackenzie County Council  
La Crete Recreation Society

## Mackenzie County

<b>Title</b>	Recreational Capital Projects	<b>Policy No.</b>	ADM041
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### **Purpose**

To establish guidelines for third-party groups that take on the responsibility of initiating and managing a capital project on behalf of Mackenzie County. To provide guidelines to the Recreation Boards for acquisition of capital items.

### **Policy Statement and Guidelines**

Mackenzie County Council strive to provide adequate recreational funding to third party groups who operate and maintain Recreational Facilities in the County, while considering the budget parameters and the financial situation of the County.

### **APPLICATION PROCESS**

- A detailed budget and proposal for projects must be submitted by the Not for Profit Organization grant application deadline.
- Detailed proposals for New or Expansion Capital projects must be submitted in the application in order to be evaluated.

### **PROJECT APPROVAL**

- Council will review all applications received and approve/ deny requests.
- Council must approve any new Capital project over \$5,000 that is proposed for Mackenzie County Property and/or will potentially require operational funding in future years. Council has the authority to approve a project with or without the future operational funding that may be required.
- County contribution, if applicable, will not exceed the approved budget.
- No operating budget will be provided for unauthorized capital projects.

### **THIRD PARTY GROUP RESPONSIBILITIES (ALL NON-PROFIT)**

Once Council has provided the approval for a recreational capital project to proceed, any third party group undertaking the project will have the following obligations:

- The group will submit a future operational plan to Council if Council has approved the project with limitations on operational funding
- Development permits, where applicable, have to be in place before any project may commence.

- No major change in scope of the project will occur unless Council (or designate Committee) has approved the change.
- Monthly project progress updates have to be provided to Mackenzie County.
- At the completion of the project, the group will provide a written completion summary of the project, including all expenditures and copies of invoices supporting these expenditures, a detailed record of donated labour and/or materials and any additional information relevant to the project.

## **FUNDING**

### Replacement Capital (Recreation Board's):

- Replacement capital projects are classified as replacement of previously approved capital items to which Mackenzie County already had a previous commitment to acquire or maintain such an asset or program.
- As part of the annual budget process, a review is undertaken with the Recreation Boards to determine their anticipated expenditure needs in this area. The review is based on the 10-year asset worksheet which outlines the items, their useful life and anticipated replacement date. This review will be done on a yearly basis in by the Recreation Societies, and may be in conjunction with the Finance and/or Community Services Committee.
- During the review, each item will be inspected for condition and usefulness and the lists updated and submitted to the County.
- A detailed list of items to be replaced during the budget year must be submitted with the Recreation Society annual budget request.
- Any items that were purchased by or donated to the Recreation Boards must be added to the master 10-year asset lists.

### New or Expansion Capital

- New or expansion capital projects are classified as any project that increases the level of service and that is either not currently offered or an add-on to existing facilities.
- Funding is subject to a “matching” funds principle whereby a recreation board will have to raise dollars, and/ or goods and services in order to receive their funding under this policy. The matching criterion is dollar for dollar. Recreation boards can use donated labor (subject to maximum allowable hourly provincial rate) and subject to a maximum of 30% of the total of the matching funds; donated equipment (subject to maximum allowable under Alberta Builder's rate schedule); dollar donations or other grant(s) for the determination of “matching” calculations.

The above "matching" funds information must be provided to Mackenzie County administration for review purposes in order for any funds to be provided under this policy.

- No project may commence without all funding being in place and signed off by Mackenzie County administration.
- In order to maximize budgeting dollars and to keep the boards and communities engaged; matching funds projects will be given greater consideration during the budgeting process.
- In the event a recreation board **cannot** raise the matching component for a project, the board can come forward for Council consideration, with a request for additional funding. As part of the request, the board must provide written evidence that reasonable attempts have been made to secure funding from applicable grant funding organizations. Council may also request to have all aspects of the fund raising process be outlined in detail. Council will have the final decision making say in the determination of providing, if any, additional funding to the recreation board.
- Once a project is approved by Council, the Non-Profit Organization must notify the County of the commencement date prior to start and must submit regular detailed progress reports to County Administration.
- At the completion of the project, the group will provide a written completion summary of the project, including all expenditures and copies of invoices supporting these expenditures, a detailed record of donated labour and/or materials and any additional information relevant to the project.

## **EMERGENCY REPAIRS**

In this policy,

- “Emergency” means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.
- It is understood that such an occurrence or situation could not have been reasonably predicted or anticipated.
- The recreation board is responsible for budgeting for items taking into consideration preventative maintenance to avoid foreseeable breakdowns.
- Recreation boards may decide to reallocate funds from a replacement project with Council (or designate Committee) approval prior to requesting for emergent funds above the current budget.
- A recreation board may then request funds if an emergency occurs and there are insufficient funds in their current budget to cover the expenditure(s).

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	2003-03-25	03-172
<b>Amended</b>	2003-11-27	03-573
<b>Amended</b>	2015-05-27	15-05-389





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>Police Costing Model</b>

## BACKGROUND / PROPOSAL:

The Province of Alberta is requesting feedback from affected municipalities regarding the Police Costing Model that they are proposing. Attached is information from the province to update you on this new proposed model. (See attached email and corresponding attachments). This costing model will potentially increase policing costs between the amounts of \$362,000 and \$1,690,000 depending on the percentage that the province chooses to charge.

The Province has requested a response to the survey by October 15, 2019 and have posed the following questions.

Guiding Questions for this review:

Question	County Response
What are your thoughts on the province recovering a percentage of frontline policing costs from those currently not paying?	
What aspects of the proposed costing model do you feel would reflect the needs of your community?	
What will not work in the proposed costing model?	
What ability do communities and municipalities have to be agile in their budgets for policing costs?	

Author: Doug Munn Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

Question	County Response
What kind of timeline would be ideal for implementation of a new model?	
What impact will a new costing model have on communities?	
What do you anticipate as challenges for implementing the model?	
What impact to addressing rural crime would you anticipate this costing model having?	
What other impacts might a new cost model have?	

The Solicitor General has provided the County with estimates showing what our share of police services would be using this model. (See below) The final figure will be dependent on the percentage that the province chooses to charge rural municipalities.

### Police Costing Estimates for Mackenzie County

	Total Municipal Share Policing Costs Mackenzie County
15%	\$362,706
30%	\$725,412
40%	\$966,523
50%	\$1,208,674
60%	\$1,449,785
70%	\$1,691,936

Administration has prepared the following list of issues that affect Mackenzie County. We encourage Council to use these as a point of conversation to modify and provide direction to administration:

1. Service Levels: The County currently has two enhanced police officers however there are still frustrations with the lack of attention to certain enforcement concerns.
2. Indigenous Population in Mackenzie County: it is unclear how indigenous population service costs are being met. With 38% of the indigenous population within our boundaries (excluding towns) living on reserves the County would like

Author: D. Munn Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

to ensure that this is considered. Who is paying to service the indigenous population?

3. Densities: The cost of policing in Mackenzie County is considerably higher due to the low density of the population. There needs to be a method of taking this into consideration within the costing model.
4. Implementation of the costing model: It is premature to be discussing the costing model before other questions are answered regarding police servicing.
5. Police oversight participation: Currently the County has very little input into how the RCMP manages their priorities and County expectations are not being met. The costing model identifies methods of participating in this process however, these committees are typically advisory and results are dependent on the cooperation of the commanding officer, the demands that are placed on the detachments and other factors. Is there a way to give the municipality more power to influence RCMP priorities?
6. Other Concerns as identified by Council:

Administration has included RMA's Position Statement on Policing and Rural Crime in this agenda package (See attached). Council may wish to use this as their own position to respond to the survey.

### **OPTIONS & BENEFITS:**

It is administration's opinion that this particular costing model does not work for Mackenzie County. It is far too early to discuss a costing model with the province as there are many issues, as described above, that need to be dealt with first.

Administration recommends approaching this issue in several ways as follows:

1. Direct administration to answer the survey questions on behalf of the County and stress the point that policing issues need to be addressed before a costing model is discussed.
2. Council provide comments during the Council meeting and direct administration to submit these to the province.
3. Direct administration to base survey response on RMA's Position Statement on Policing and Rural Crime.

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

Although this item could have a significant impact on the budget the recommendation deals specifically with responding to the survey so there will be no cost implications other than Council costs to attend lobbying efforts, etc..

Author: D. Munn Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That administration be directed to respond to the Police Costing Model survey on Policing and Rural Crime based on the information provided in the RFD of October 8, 2019.

Author: D. Munn      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Policing and Rural Crime

*Regardless of where in the province they live, all Albertans deserve to feel safe in their homes and communities. Like many services, policing in rural areas is accompanied by challenges related to large geographic areas and low population densities. Rural municipalities have a history of working effectively with the Royal Canadian Mounted Police to support community safety, but challenges related to response time, police funding, and collaboration between police and municipal leaders is ongoing.*

### **What is RMA's position on the importance of policing and rural crime in rural municipalities?**

- Safe communities are critical to attracting and retaining residents and businesses. In rural areas this is especially critical as many properties are located in isolated areas far from neighbours or services, leaving them especially vulnerable to property crimes.
- In recent years, rural crime rates in rural Alberta have increased significantly. For example, in 2017, rural crime rates in rural Alberta were 38% higher than in urban Alberta. In many rural areas, residents and businesses perceive crime as a crisis that significantly impacts their quality of life.
- Due to the unique challenges of policing rural Alberta, supporting safe rural communities requires collaboration among many groups, including the Royal Canadian Mounted Police, Alberta Justice, municipalities, and local non-profit organizations.

### **What financial considerations do rural municipalities have with respect to policing and rural crime?**

- As is the case with most services, providing a comparable level of policing service in rural areas to that in urban areas would cost significantly more and is likely impractical due to rural Alberta's large geographic areas and dispersed population.
- Under Alberta's police funding model, frontline policing in rural municipalities is jointly funded by the provincial and federal governments through the Provincial Police Services Agreement. Rural municipalities make direct financial contributions to policing in areas such as community peace officers, enhanced policing positions, administrative costs, and capital costs.
- Policing costs vary widely among municipalities of all types in Alberta. While different types and sizes of municipalities are required to contribute a different portion of frontline policing costs, council decisions on enhanced policing, grants

available to only some municipalities, and other factors result in significant variability in the actual per capita costs of policing across the province.

- Although rural crime is often directly linked to policing, investments in other community services such as recreation, restorative justice and Family and Community Support Services have a link to crime rates and community safety. It is critical that the provincial and federal government adequately support rural community services as a means of proactively addressing crime.

## What collaborative relationships are essential to developing safe rural communities?

- Effective outreach and engagement with the community is a critical aspect of effective, modern policing. Due to limited police capacity and fewer formal community organizations in comparison to urban communities, prioritizing outreach and engagement can be a challenge for rural police services.
- Rural municipalities currently have the option of forming police committees to collaborate with the local RCMP detachment on policing priorities and strategies. However, police committees are voluntary, and are used inconsistently across the province.
- To support community safety and strengthen collaboration between police and communities, the Government of Alberta should consider approaches to better leverage police committees in communities where a lack of capacity or training may be a barrier to their formation.

## How does the work of RMA support safe rural communities?

- RMA champions the rural municipal perspective on policing and crime through regular communication with a variety of crime-related organizations (e.g. Alberta Justice, Royal Canadian Mounted Police, Alberta Association of Community Peace Officers).

## What current policing and rural crime-related issues are impacting rural Alberta?

### *Police Act Review*

- Alberta's *Police Act* guides the structure of policing in Alberta, including funding, governance, and oversight.
- Any changes to the *Police Act* must be considered through a rural lens, as changes to community engagement, levels of service, and funding models are likely to have very different impacts in rural and urban areas.



# POSITION STATEMENT

## *Community Peace Officers*

- Community peace officers play an important role in many rural municipalities by enforcing municipal bylaws and some provincial laws.
- As community peace officers may encounter dangerous or unpredictable situations, it is critical that they have adequate training and resources to support a safe work environment.
- Community peace officers likely to encounter dangerous or unpredictable situations require direct and timely access to the Canadian Police Information Centre in order to gather basic information before approaching an unknown person or vehicle.

## *Rural Crime Action Plan*

- The Government of Alberta's Rural Crime Action Plan is an important step toward developing a coordinated, multi-jurisdictional approach to reducing rural crime.
- The Government of Alberta's Rural Crime Action Plan has contributed to addressing rural property crime, with an 11% reduction seen in the Plan's first year. This coordinated provincial focus on addressing rural crime must continue and include all aspects of the justice system, including policing and prosecution.

## **Contact**

Wyatt Skovron

*Policy Analyst*

[wyatt@RMAAlberta.com](mailto:wyatt@RMAAlberta.com)

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Nisku, Alberta T9E 8N5

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# Police Costing Model Engagement

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Backgrounder



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# Introduction

The police costing model has a large impact on the lives of Albertans. In communities and municipalities that help pay for their police services, their tax-payers pay for cost increases. Changes in the costing model guides local budget deliberations and may affect police services.

Over the past decade, stakeholders told Alberta Justice and Solicitor General that the police costing model needs revision. The current approach is 15 years old. It has been adjusted since 2004, but there have been no large-scale changes. But policing has evolved. The costing model needs to address those changes and keep pace with current and future needs. To modernize the cost model, the ministry wants to hear from you as elected and administrative municipal leaders, and from the groups that represent you: the Alberta Urban Municipalities Association and Rural Municipalities Association.

This engagement process will gather your input on how a new police costing model would fit for communities across Alberta. We are counting on you, our partners. You are the experts on the needs of your local communities. With your help, this will be a thorough and effective review, so the new model helps your communities and police services thrive together.

This backgrounder provides context around the police costing model. Please get in touch with the engagement team ([JSG.PSDEngagement@gov.ab.ca](mailto:JSG.PSDEngagement@gov.ab.ca)) if there are any errors, omissions, or aspects that are unclear.

## Guiding Questions for this review:

- What are your thoughts on the province recovering a percentage of frontline policing costs from those currently not paying?
- What aspects of the proposed costing model do you feel would reflect the needs of your community?
- What will not work in the proposed costing model?
- What ability do communities and municipalities have to be agile in their budgets for policing costs?
- What kind of timeline would be ideal for implementation of a new model?
- What impact will a new costing model have on communities?
- What do you anticipate as challenges for implementing the model?
- What impact to addressing rural crime would you anticipate this costing model having?
  - What other impacts might a new cost model have?

The engagement will focus on broad questions about funding for police services to identify the most important factors for communities in a model.

## What is *not* being reviewed?

This review will focus only on the development and implementation of a proposed new cost model. Other issues related to policing costs and the *Police Act* will not specifically be addressed. This includes:

- *Police Act* issues unrelated to policing costs;
- Municipal Policing Assistance Grants (MPAG);
- Police Officer Grants (POG);
- First Nations Policing; and
- Enhanced policing for Metis Settlements.

First Nations Policing and enhance policing for Metis Settlements will not be affected by a new costing model.

## Ways to participate

The review team will host two kick-off meetings. The first one will focus on policing costs and will take place on September 5, 2019. AUMA and RMA will be invited to meet with the ministers of Justice and Solicitor General and Municipal Affairs to discuss the purpose of this engagement and the ways in which stakeholders can participate.

A webinar will share information on a police costing model with elected and administrative leaders from all municipalities on (date). Stakeholders will have until October 15, 2019 to provide written feedback on the police costing model via an online survey.

A second kick-off meeting will focus on costs incurred related to enforcing the legalization of cannabis. AUMA, RMA, and the Metis Settlements General Council will be invited to attend that meeting on September 24, 2019.

The first week of October, a second webinar will provide information on the input being gathered for this engagement to municipal and Metis Settlements leaders (elected and administrative). Municipal and Metis Settlement representatives will then have until November 1, 2019 to provide feedback via an online survey.

A separate backgrounder will be made available to those invited to participate in the cannabis enforcement portion of the engagement. This backgrounder **only** addresses information pertinent to the police costing model.

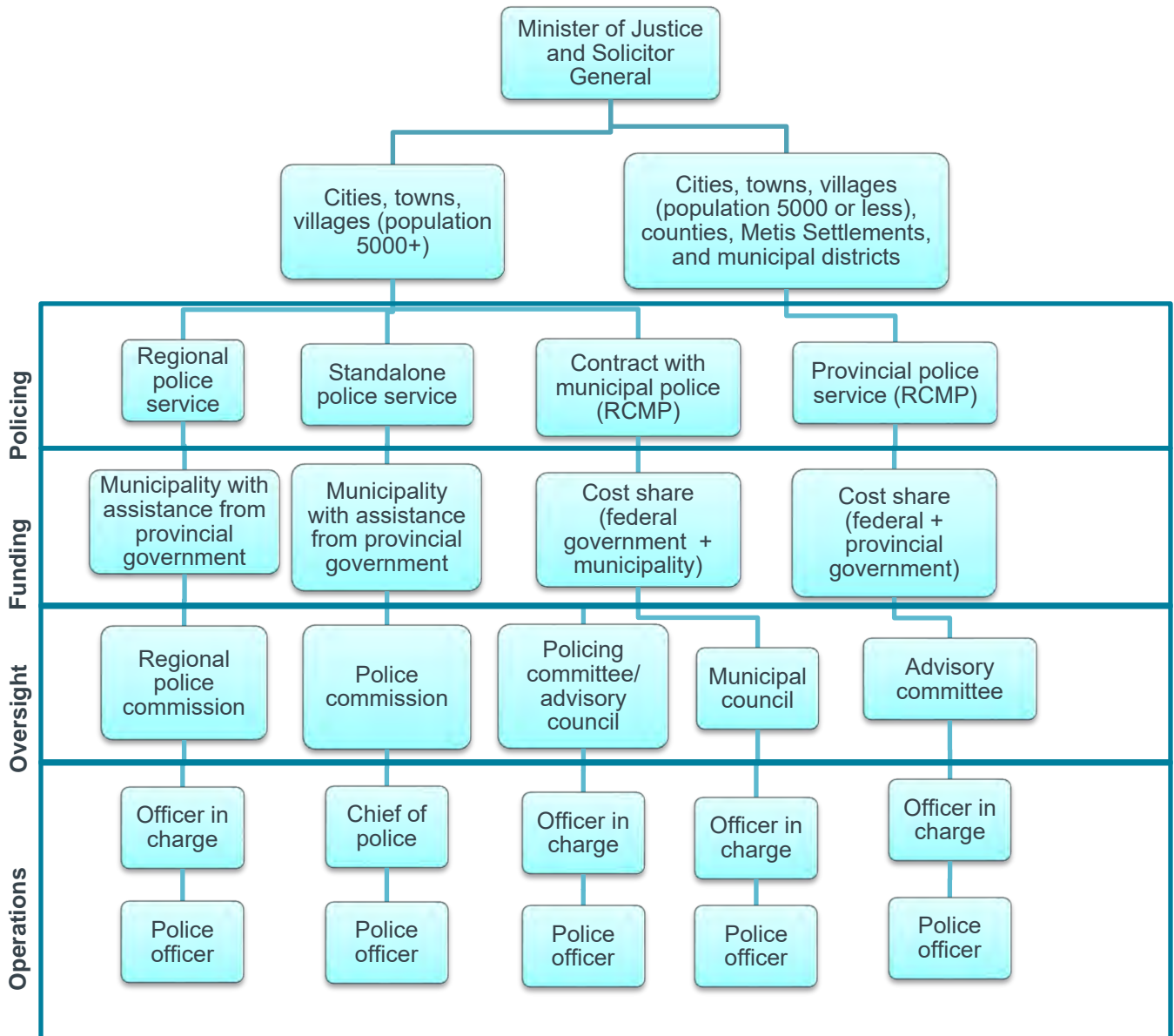
After all information is gathered, stakeholders will be invited to participate in a wrap-up session where the results will be shared. **The date of this wrap-up is still to be determined.**

The engagement team is happy to hear from you at any time. Contact us at **JSG.PSDEngagement@gov.ab.ca**.

# Policing Models

This chart provides an overview of policing in Alberta as outlined in the current *Police Act*.

**Chart 1: Policing Models Flow Chart**



**Provincial policing:** As per the Alberta *Police Act*, under the Provincial Police Service Agreement (PPSA), the province provides policing at no direct cost to all rural municipalities (towns with a population of 5,000 or fewer, Metis Settlements and all municipal districts/counties regardless of population). Alberta contracts the RCMP as its provincial police service.

**Municipal policing:** Urban municipalities with a population greater than 5,000 are responsible for their own policing. They can opt for one of the following options:

- Establish a stand-alone municipal police service.
- Pay the federal government, the Alberta government or another municipality to deliver police services, often under a policing agreement. Most municipalities contract their police services directly from the RCMP through a Municipal Police Service Agreement.
- Two or more municipalities enter into a contract to establish a regional police service.

**First Nations policing:** First Nations are policed by the RCMP provincial police service (PPS) unless another arrangement is made under the *Police Act* of Alberta. The First Nations Policing Program (FNPP) provides First Nations with two other such arrangements in Alberta:

1. Tripartite agreement (e.g. stand-alone police service like Blood Tribe Police)
2. Community tripartite agreement that provides enhanced policing in addition to the core policing provided by the PPS.

**Metis Settlements:** Indigenous Relations funding provides an enhanced level of policing service to each of the eight Metis Settlements, with one RCMP officer dedicated to each location.

# History of Cost Model Engagements

The following provides a brief overview of the previous discussions that have taken place with regards to the police costing model. It is important to address the historical process of reviewing the police costing structure, as it has contributed to the design of the proposed model.

## Discussions and the Law Enforcement Framework

- **2009:** Several engagements were held with AUMA, RMA, and other stakeholders. These discussions were referred to as “Police Funding in Alberta – Continuing the Discussion.” In response, a Policing Task Force was created that consulted with AUMA members through a workshop and survey at the annual AUMA convention. A subsequent survey to all AUMA members asked about policing funding options and special circumstances that affect police resources.
- **2010:** Engagements with the RMA and AUMA on the Law Enforcement Framework raised issues on the flexibility and equity of the costing model. The framework was released the same year and incorporated prior input, but did not include a costing model.
- **2012:** The RMA report “Funding Options for Law Enforcement Services in Alberta”, was received. It proposed six potential options for funding. The ministry completed a review of the report and principles for consideration. RMA’s preferred vision was to maintain the status quo, but identified a Base plus Modifier model as their second choice.
- **2013 to 2017:** The ministry communicated with AUMA and RMA to explore community views on factors to include in a new police-costing model. The ministry put out a request for proposals to develop an analytical tool that would show the effects of the factors being considered, and how each factor impacts municipal policing costs. Due to budget constraints, the request for proposals was cancelled and no contract was awarded.
- **2018:** Police costing was the topic of a letter writing campaign from AUMA members.

## Police Funding and the 2018/2019 *Police Act* Review

- The first phase of the *Police Act* review occurred between June 2018 and March 2019, to gather stakeholder perspectives on topics related to the *Police Act* and Police Service Regulation. Engagement occurred through roundtable discussions, a survey to police officers, a survey to administrative and elected officials from municipalities and Indigenous communities, in-person discussions with Indigenous communities, and written submissions. While the roundtable discussions focused on distinct topics, police funding was often mentioned. Stakeholders emphasized the necessity for a multi-factor police-funding model and policing grants that better reflect the needs of different-sized municipalities.

Written submissions also contained sections on police funding:

#### RCMP Submission

- RCMP K-Division highlighted the need for consistent commitments for funding and the benefits of multi-year funding agreements.

#### Rural Municipalities Association Submission

The RMA suggested that much more engagement was needed on funding police services. They wanted several factors to be considered in the development of a funding model:

- Ability to pay – focusing on equating fairness only with equal cost contributions is inappropriate as all municipalities have different needs, ability to pay, and service level expectations;
- Clarify costs of policing – recognize that saying some municipalities do not pay for policing is inaccurate. They contend that all pay, but in different ways.
- MPAG and POG should be considered in evaluating various costing models.
- Costs for policing should be linked to service levels; funding should be directed where it is needed; efficiency, effectiveness, and police-community collaboration should be encouraged; all police-related costs should be recognized; and funds should remain where they are collected.

#### Alberta Urban Municipalities Association Submission

The AUMA stated that the *Police Act* should specify a new, more equitable police costing model where all municipalities contribute directly to the costs of policing. The new model should consider both the demand for services in a municipality, as well as the municipality's ability to pay. Specifically, the AUMA believes that a costing model should be:

Equitable:

- All Albertans are entitled to receive police services.
- Police should treat all Albertans equitably.
- All Albertans should contribute to the costs of policing.
- Police governance and oversight should be equitable and universal.

Responsive:

- Police must be responsive to the needs of Albertans.
- Police must be responsive to changing legislative and social environments.



- Police should have the flexibility to adjust to regional differences.
- Policing must be appropriately resourced to fulfill its responsibilities.

AUMA's suggested principles for an equitable police costing model are:

- A fair, flexible, and equitable model should be developed that:
  - Ensures the level of provincial funding is sufficient to meet standard levels of service.
  - Requires services beyond the standard level to be funded by the jurisdiction wanting the additional services.
  - Recognizes the unique needs of each municipality.
  - Recognizes the ability of a municipality to pay for services.
- The model should encourage efficiencies by:
  - Using other mechanisms to address municipal capacity issues.
  - Encouraging regional policing models.
- The transition to a new model should:
  - Ensure an adequate impact assessment analysis is completed.
  - Ensure that effective education and engagement mechanisms are available to Alberta's municipalities.
  - Allow for an adequate notice period.
  - Revenues created from the new model should be reinvested in public safety.
  - Ensure any revenue collected from an "everyone pays" model is returned to the municipalities that generated the revenue for the protection of public safety.
  - Ensure fine revenues stay in the municipalities in which they are generated.
  - Paying directly for policing should enable municipalities to participate meaningfully in police oversight, e.g. setting local policing priorities.

# Current Funding for Police Services

## Municipal Policing Assistance Grant

The Municipal Policing Assistance Grant eases the financial burden on towns and cities responsible for their own policing. The funds are for:

- Police operating and administration costs, including manpower costs
- Kit and clothing, equipment, police vehicles, etc.
- Governance- and oversight-related initiatives by police commissions and policing committees. Funding is provided to municipalities based on the following payment formulas:

Population of municipality	Payment thresholds
5,001 to 16,666	\$200,000 base payment + \$8.00 per capita
16,667 to 50,000	\$100,000 base payment + \$14.00 per capita
Over 50,000	\$16.00 per capita

## Police Officer Grant

The Police Officer Grant applies to municipalities that were responsible for their own policing before 2008. Municipalities had added 300 police officers. Each eligible municipality receives \$100,000 per position, per year.

## Distribution of fine revenues

Traffic violations generate most provincial statute fine revenues. Fine revenues are returned to either the province or the municipality whose police service levied the fine.

Under the *Fuel Tax Act*, *Gaming and Liquor Act*, *Tobacco Tax Act* and *Weed Control Act*, revenue from a conviction for an offence that occurred in a city, town, village, municipal district or Metis Settlement or First Nation reserve goes to that community.

## The *Police Act*

Funding provisions are mentioned in the following areas of the *Police Act*:

- Section 4(1) states that municipalities and communities with a population under 5,000 will receive general policing services provided by the provincial police services at no direct cost to the town, village, summer village, municipal district or Metis settlement.
- Section 4(5) states that municipalities and communities with a population over 5,000 will enter into an agreement or establish their own police services in their area.
- Section 5(4) states that when a town, village or summer village attains a population that is greater than 5000, that municipality shall assume responsibility for providing its policing services on April 1 in the 2nd year following the year of the population increase
- Section 6 states that the population for municipalities and communities will be determined in accordance with the *Municipal Government Act*.
- Section 29 (1) states that commissions with the chief of police are able to prepare an annual budget for police services.

# Proposed Costing Model

The following provides a brief overview of the proposed model. This section can be used for reference when completing the survey.

## Communities with Populations under 5,000

Currently 291 municipalities do not directly pay for policing through their municipal taxes. These communities account for one-fifth (20 per cent) of Alberta's population. Under the proposed costing model, these communities would begin paying a percentage of their frontline policing costs. Frontline policing refers to general duty, traffic, and general investigations, which are about 62 per cent of all policing positions. In 2018-2019, the cost of frontline policing was \$232.5 million.

## Cost Distribution

The proposed costing model distributes costs based on two factors: equalized assessment and population. Equalized assessment would look at the annually calculated assessment value for the municipality to determine the relative resources to pay. The assessment value will be weighted at 70 per cent to determine part of the base cost distribution – the costs to a municipality prior to applying the subsidies.

Using the most recent municipal or federal census data, as reported to the Ministry of Municipal Affairs, population would account for 30 per cent of the base cost distribution.

## Cost Modifiers

### *Shadow Population*

These often are workers who generally live and pay property taxes outside of a community or municipality and are not included in local census data on which per capita funding is based. But when in the community they use the same municipal resources and infrastructure as primary residents. A shadow population cost modifier would enable a subsidy for frontline policing. To receive a maximum five per cent subsidy, a shadow population would need to be recognized and officially reported to Municipal Affairs.

### *Crime Severity Index*

This measure analyzes changes in police-reported crime rates across the country, and is tracked and reported to Statistics Canada annually. The index allows the ability to track changes in the volume of police-reported crime each year, in the volume of particular offences, and their relative seriousness. More serious offences have a greater impact on the index, which allows comparisons across municipalities. The crime severity index rural municipal average would be calculated and used as a baseline measure. A community with a higher crime severity index than the baseline would be eligible for a subsidy of 0.05 per cent per index point.

## Examples of the Cost Model

Police Costing Model (PCM) Options						
Weighting	30%	70%		0.05% per Municipal CSI point above average	5%	
Cost Recovery Options - Frontline Policing Costs	Population affected	Total Equalized Assessment	Total Share Policing Cost	CSI Subsidy given	Shadow Population Subsidy given	Revenue Generated
15%	765,780	\$293,162,459,917	\$34,900,000	\$1,015,167	\$203,263	\$33,681,570
30%	765,780	\$293,162,459,917	\$69,800,000	\$2,030,334	\$406,526	\$67,363,141
40%	765,780	\$293,162,459,917	\$93,000,000	\$2,705,172	\$541,646	\$89,753,182
50%	765,780	\$293,162,459,917	\$116,300,000	\$3,382,920	\$677,349	\$112,239,731
60%	765,780	\$293,162,459,917	\$139,500,000	\$4,057,758	\$812,469	\$134,629,772
70%	765,780	\$293,162,459,917	\$162,800,000	\$4,735,506	\$948,172	\$157,116,322

Source:

Alberta Municipal Affairs, Municipal Services Branch, 2018 Official Population List  
 Alberta Municipal Affairs, Municipal Financial and Statistical Data, 2018 Equalized Assessment  
 Statistics Canada, Canadian Centre for Justice Statistics, CSI Weighted 2015-17 file

If a 15 per cent cost recovery model is implemented:

- Municipality A would be responsible for \$4,049,067 of policing costs or 0.74 per cent of its municipal property tax (excluding education). This figure would be adjusted for subsidies for CSI (minus \$708,512) and shadow population (minus \$202,453). The total cost recovery would be \$3,138,101 as revenue to the province.
- Municipality B would be responsible for \$277,966 of policing costs or 1.54 per cent of its municipal property tax (excluding education). Municipality B would not qualify for any subsidies. The total cost recovery would be \$277,966 as revenue to the province.

If the cost recovery was maximized to 70 per cent:

- Municipality A would be responsible for \$18,887,911 of policing costs or 3.45 per cent of its municipal property tax (excluding education). This figure would be adjusted for subsidies for CSI (minus \$3,305,036) and shadow population (minus \$944,396). The total cost recovery would be \$14,638,479 as revenue to the province.
- Municipality B would be responsible for \$1,296,642 of policing costs or 7.19 per cent of its municipal property tax (excluding education). Municipality B would not qualify for any subsidies. The total cost recovery would be \$1,296,642 as revenue to the province.

# Jurisdictional Scan

The comparisons below highlight the police costing models in use by provinces that recover the cost of police services. The most current cross-Canada review found that British Columbia (BC), Saskatchewan (SK), Ontario, Quebec, New Brunswick, and Nova Scotia all required every municipality to pay a portion of its policing costs. It is important to note:

- In BC, there is a police tax: municipalities over 5,000 people pay for most of their police costs directly through their municipal taxes. In municipalities under 5,000 people, and in rural areas, the BC government sets tax rates to recover a portion of police costs. These tax rates are based on provincially set tax ratios.
- In SK, the costs of policing are distributed in accordance with a formula prescribed in the regulations among all municipalities and “specified municipalities” (rural and those under 500 population) that receive policing services from the RCMP. This includes municipalities with populations less than 5,000.

## British Columbia

Population cut off for provincial funding for police services	5,000
Provincial contribution share for municipalities below the above population threshold	70%
Provincial support for municipalities that do not receive dedicated funding for police services	Receives all revenues from traffic fines
Amount of traffic fine revenue that municipalities receive	See above

## Saskatchewan

Population cut off for provincial funding for police services	5,000
Provincial contribution share for municipalities below the above population threshold	70%  Cost recovery in Saskatchewan is based on population in the rural municipality. The amount invoiced to rural municipalities increases based on the percentage increase of overall policing costs each year.
Provincial support for municipalities that do not receive dedicated funding for police services	None
Amount of traffic fine revenue that municipalities receive	75% only for municipalities in Saskatchewan with stand-alone independent police services. This does not apply to most cities policed by PPSA.



## Manitoba

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<b>Population cut off for provincial funding for police services</b>	<b>3 categories:</b> 750 – 1,499; 1,499 – 5,000; and  Over 5,000
<b>Provincial contribution share for municipalities below the above population threshold</b>	70%  The Province of Manitoba provides per capita grants to municipalities. These grants are not dedicated to policing, but the same population threshold applies to those that receive large grants and pay for policing.
<b>Provincial support for municipalities that do not receive dedicated funding for police services</b>	Per capita grant (similar to the MPAG)
<b>Amount of traffic fine revenue that municipalities receive</b>	30%  If the municipality (in Manitoba) pays for its own policing (stand-alone police service) it is allowed to keep a percentage of provincial fine revenue (estimated at 30%).

## Ontario

<b>Population cut off for provincial funding for police services</b>	<b>No population cut-off</b>
<b>Provincial contribution share for municipalities below the above population threshold</b>	None. There is a sliding scale for rural and small communities: Low of 5% (\$150 < policing costs/household < \$750)  to a  High of 75% (policing costs/household > \$750).
<b>Provincial support for municipalities that do not receive dedicated funding for police services</b>	Receives all revenues from traffic fines.
<b>Amount of traffic fine revenue that municipalities receive</b>	See above.

## Nova Scotia

<b>Population cut off for provincial funding for police services</b>	<b>None</b>
<b>Provincial contribution share for municipalities below the above population threshold</b>	<b>65%</b>
<b>Provincial support for municipalities that do not receive dedicated funding for police services</b>	<b>None.</b>
<b>Amount of traffic fine revenue that municipalities receive</b>	Traffic fine revenue goes to the jurisdiction paying for the officer (either a municipality or the province). The province retains victim surcharges and court costs.

## Quebec

<b>Population cut off for provincial funding for police services</b>	<b>50,000</b>
	<p>Provincial legislation in Quebec defined the level of police services provided to municipalities according to population with benchmarks set at: less than 100,000 (level 1);</p> <p>100 000 to 199,999 (level 2);</p> <p>200,000 to 499,999 (level 3);</p> <p>500,000 to 999 999 (level 4);</p> <p>1 000 000 or more (level 5).</p>
<b>Provincial contribution share for municipalities below the above population threshold</b>	<p>47% + refund</p> <p>The province pays 47% of the amount of basic police service to communities who are policed by the provincial police service. If the contribution of a regional municipality exceeds 80% of its budget, the municipality can receive a refund for the amount over the 80% budget allocation.</p>
<b>Provincial support for municipalities that do not receive dedicated funding for police services</b>	None
<b>Amount of traffic fine revenue that municipalities receive</b>	Revenue goes to provincial revenue fund



# Glossary

The **crime severity index** is a measure that is tracked and reported to Statistics Canada annually. It analyzes changes in police-reported crime rates across the country. The report allows changes to be tracked in the volume of police-reported crime each year, in the volume of particular offences, and in the relative seriousness of offences compared to other offences. More serious offences have a greater impact on the index, which allows comparisons of municipal crime levels.

**Legislation** is a law enacted by a governing body, including both proclaimed acts, amendments and regulations. It does not include agreements or memorandums of understanding. The *Police Act* has associated regulations, which include: the Police Service Regulation and the Exempted Areas Police Service Agreements Regulation.

A **modifier** is an element that can be taken into consideration to adjust the base price of a service. The amount of the modifier is based on the base price of the service.

The **Municipal Policing Assistance Grant (MPAG)** helps municipalities ensure adequate and effective policing and police oversight, implement provincial policing initiatives and enhance policing services. Municipalities with a population over 5,000 that provide their own municipal police services are eligible. The grant is issued each year and no application is required.

A **municipality** is a city, town, village, summer village, specialized municipality or municipal district and includes a Metis Settlement.

**Police commissions** provide oversight of policing to stand-alone police services, and govern municipal police services.

**Police officers** are responsible for enforcing federal, provincial, and municipal laws, protecting life and property, preventing crime, and keeping the peace. They have a broad range of duties and roles, of which law enforcement is a major part. Police officers investigate occurrences of crime, arrest offenders and bring them before the criminal justice system. They also provide a variety of community services including: crime prevention, educational programs, help locating missing persons, dealing with lost property, traffic control, victim assistance and collision investigation.

The **Police Officer Grant** provides annual funding to municipalities that added police officers between 2008 and 2011. It helps cover the cost of policing and promoting safe and secure communities. Each municipality receives \$100,000 per position, per year. Municipalities with a population over 5,000 that provide their own municipal police services are eligible.

A **shadow population** is made up of workers who live outside of a community or municipality. Because they are not included in the population count, they do not contribute to per capita funding calculations. Shadow populations may only be present seasonally (e.g., transient workers), when they use the resources and infrastructure of the community or municipality as if they were primary residents.



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Jennifer Batt, Interim Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January 1, 2019 to August 31, 2019</b>

## BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per policy.

Chuckegg fire response costs to date are included in the financial reports:

Invoices to date (September 13, 2019) total \$6,870,594, and payroll and honorariums in the approximate amount of \$938,114.

Invoices to the Town of High Level total \$190,112.50 for the Fort Vermilion fire department, and administration is reconciling the La Crete fire departments invoice to the Town.

On August 31, 2019 Administration submitted an estimated cost to the Disaster Recovery Program lead, to ensure reimbursement of costs are timely. To date, we have received advances of \$1,962,495, and anticipate more with the increased estimated costs reported.

Administration will continue to update Council on the Chuckegg fire response costs, along with the monthly financial reports.

## OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – August 31, 2019)

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

- A report of funds invested in term deposits and other securities
  - (January – August 31, 2019)
- Project progress reports including expenditures to budget for the year-to-date

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for January to August 2019 be received for information.

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



# Mackenzie County Statement of All Units - January 1 - August 31, 2019

	2017 Actual	2018 Budget	2019	2019 Actual	\$ Variance
	Total	Total	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>					
100-Municipal Taxes	\$23,443,283	\$24,555,603	\$25,673,767	\$25,653,182	-\$20,585
101-Lodge Requisition	\$455,825	\$581,584	\$608,794	\$606,317	-\$2,477
102-School Requisition	\$6,521,520	\$6,172,537	\$6,193,455	\$6,077,163	-\$116,292
Designated Industrial Properties		\$42,379	\$96,741	\$96,818	\$77
124-Frontage	\$103,557	\$103,250	\$99,450	\$73,576	-\$25,874
261-Ice Bridge	\$130,000	\$140,000	\$140,000	\$120,000	-\$20,000
420-Sales of goods and services	\$577,825	\$498,400	\$490,916	\$662,377	\$171,461
421-Sale of water - metered	\$3,075,611	\$3,122,750	\$3,076,120	\$2,208,178	-\$867,942
422-Sale of water - bulk	\$998,789	\$952,050	\$980,682	\$713,438	-\$267,244
424-Sale of land	\$8,000	\$0	\$10,000		-\$10,000
510-Penalties on taxes	\$1,030,335	\$1,300,000	\$700,000	\$760,312	\$60,312
511-Penalties of AR and utilities	\$59,519	\$65,750	\$29,000	\$18,275	-\$10,725
520-Licenses and permits	\$46,704	\$39,000	\$41,000	\$40,974	-\$26
521-Offsite levy	\$21,851	\$0	\$20,000	\$9,826	-\$10,174
522-Municipal reserve revenue	\$70,980	\$60,000	\$60,000	\$98,812	\$38,812
526-Safety code permits	\$241,453	\$225,000	\$225,000	\$149,706	-\$75,294
525-Subdivision fees	\$30,350	\$35,000	\$35,000	\$51,530	\$16,530
530-Fines	\$22,685	\$50,000	\$30,000	\$5,254	-\$24,746
531-Safety code fees	\$9,764	\$9,000	\$9,000	\$6,042	-\$2,958
550-Interest revenue	\$452,659	\$500,000	\$500,000	\$342,953	-\$157,047
551-Market value changes	-\$2,319	\$125,500			\$0
560-Rental and lease revenue	\$127,969	\$0	\$136,455	\$56,224	-\$80,231
570-Insurance proceeds	\$3,234	\$0			\$0
592-Well drilling revenue		\$0	\$25,000		-\$25,000
597-Other revenue	\$124,614	\$91,500	\$56,000	\$32,164	-\$23,836
598-Community aggregate levy	\$118,216	\$80,000	\$50,000		-\$50,000
630-Sale of non-TCA equipment	\$16,146	\$0		\$10	\$10
790-Tradeshow Revenues	\$23,248	\$30,000			\$0
840-Provincial grants	\$788,122	\$1,475,400		\$3	\$3
909-Other Sources -Grants		\$3,090,983	\$42,000	\$45,784	\$3,784
911-MSI Grant			\$112,630		-\$112,630
912-FRIAA Grant			\$301,520		-\$301,520
913-ACP Grant			\$108,306		-\$108,306
915-FCSS Grant			\$298,682	\$234,147	-\$64,535
919-Other Grants			\$267,414	\$57,000	-\$210,414
920-ML	\$2,500				\$0
930-Sale of Asset	\$552,560			\$7,255	\$7,255
949-RB-ZA Reserve			\$3,482		-\$3,482
951-RB-LC Reserve			\$2,393		-\$2,393
957-GCR Reserve			\$15,000		-\$15,000
972-GOR Reserve			\$2,048,820		-\$2,048,820
976-GOO Reserve			\$1,417		-\$1,417
990-Over/under tax collections		\$0			\$0
DRP Advance Received				\$1,962,495	
<b>TOTAL REVENUE</b>	<b>\$39,055,001</b>	<b>\$43,345,686</b>	<b>\$42,488,044</b>	<b>\$40,089,816</b>	<b>-\$4,360,723</b>
<b>Excluding Requisitions</b>	<b>\$32,077,656</b>	<b>\$36,549,186</b>	<b>\$35,589,054</b>	<b>\$33,309,518</b>	

# Mackenzie County Statement of All Units - January 1 - August 31, 2019

	2017 Actual	2018 Budget	2019	2019 Actual	\$ Variance
	Total	Total	Budget	Total	(Remaining)
<b>OPERATING EXPENSES</b>					
110-Wages and salaries	\$7,108,121	\$7,449,750	\$7,564,332	\$5,256,235	-\$2,308,097
132-Benefits	\$1,377,797	\$1,530,550	\$1,574,472	\$1,035,157	-\$539,315
136-WCB contributions	\$78,085	\$115,500	\$120,191	\$57,981	-\$62,210
142-Recruiting	\$19,227	\$15,000	\$15,000	\$7,623	-\$7,377
150-Isolation cost	\$92,184	\$100,900	\$100,800	\$63,139	-\$37,661
151-Honoraria	\$579,179	\$684,200	\$705,300	\$690,680	-\$14,620
211-Travel and subsistence	\$343,183	\$419,900	\$512,586	\$260,191	-\$252,395
212-Promotional expense	\$71,341	\$84,000	\$50,500	\$15,695	-\$34,805
214-Memberships & conference fees	\$130,382	\$157,550	\$165,345	\$102,433	-\$62,912
215-Freight	\$93,365	\$116,000	\$138,450	\$61,416	-\$77,034
216-Postage	\$53,504	\$46,550	\$56,050	\$38,232	-\$17,818
217-Telephone	\$123,156	\$144,010	\$139,970	\$80,530	-\$59,440
221-Advertising	\$72,961	\$72,850	\$79,500	\$59,655	-\$19,845
223-Subscriptions and publications	\$7,630	\$11,650	\$11,150	\$5,628	-\$5,522
231-Audit fee	\$75,600	\$90,000	\$90,000	\$103,600	\$13,600
232-Legal fee	\$109,152	\$85,000	\$85,000	\$40,603	-\$44,397
233-Engineering consulting	\$56,742	\$169,000	\$213,000	\$34,708	-\$178,292
235-Professional fee	\$1,582,817	\$1,655,900	\$505,040	\$445,222	-\$59,818
236-Enhanced policing fee	\$150,067	\$312,600	\$320,600	\$40,000	-\$280,600
239-Training and education	\$84,345	\$151,200	\$119,254	\$45,352	-\$73,902
242-Computer programming	\$89,701	\$122,100	\$207,500	\$127,874	-\$79,626
243-Waste Management			\$589,200	\$275,220	-\$313,980
251-Repair & maintenance - bridges	\$75,406	\$42,000	\$44,500		-\$44,500
252-Repair & maintenance - buildings	\$153,643	\$206,250	\$139,315	\$69,476	-\$69,839
253-Repair & maintenance - equipment	\$344,519	\$363,200	\$416,985	\$287,314	-\$129,671
255-Repair & maintenance - vehicles	\$119,764	\$129,800	\$104,500	\$47,170	-\$57,330
258-Contract graders	\$110,488	\$150,850	\$656,736	\$225,547	-\$431,189
259-Repair & maintenance - structural	\$1,643,522	\$1,888,050	\$1,586,350	\$496,626	-\$1,089,724
260-Roadside Mowing & Spraying		\$0	\$407,800		-\$407,800
261-Ice bridge construction	\$131,094	\$130,000	\$120,000	\$109,730	-\$10,270
262-Rental - building and land	\$28,746	\$65,800	\$66,200	\$48,525	-\$17,675
263-Rental - vehicle and equipment	\$73,965	\$89,350	\$145,234	\$49,222	-\$96,012
266-Communications	\$103,920	\$119,100	\$151,605	\$109,721	-\$41,884
271-Licenses and permits	\$9,850	\$12,900	\$25,875	\$9,093	-\$16,782
272-Damage claims	\$3,560	\$5,000	\$5,000	\$5,000	\$0
274-Insurance	\$398,646	\$322,800	\$397,800	\$332,302	-\$65,498
342-Assessor fees	\$286,581	\$260,000	\$280,000	\$98,520	-\$181,481
290-Election cost	\$12,372	\$5,000	\$3,000		-\$3,000
511-Goods and supplies	\$1,107,408	\$881,700	\$919,209	\$529,538	-\$389,671
515-Lab Testing			\$45,250	\$15,685	-\$29,565
521-Fuel and oil	\$817,731	\$815,050	\$1,009,274	\$327,478	-\$681,796
531-Chemicals and salt	\$321,301	\$341,800	\$407,800	\$216,706	-\$191,094
532-Dust control	\$545,077	\$1,065,000	\$802,000	\$441,432	-\$360,568
533-Grader blades	\$214,340	\$144,000	\$152,000	\$5,788	-\$146,212
534-Gravel (apply; supply and apply)	\$1,611,653	\$3,961,000	\$2,135,000	\$641,829	-\$1,493,171
543-Natural gas	\$88,256	\$92,750	\$122,175	\$76,654	-\$45,521
544-Electrical power	\$668,089	\$672,350	\$706,545	\$433,866	-\$272,679
550-Carbon Tax	\$73,658	\$112,500	\$122,000	\$44,884	-\$77,116
710-Grants to local governments	\$1,336,499	\$1,721,400	\$2,330,249	\$48,528	-\$2,281,721
735-Grants to other organizations	\$2,063,041	\$2,222,819	\$2,406,054	\$2,075,585	-\$330,469
747-School requisition	\$6,512,618	\$6,193,622	\$6,193,455	\$2,997,316	-\$3,196,139
750-Lodge requisition	\$461,788	\$581,534	\$608,794	\$608,793	-\$1
Designated Industrial Properties		\$42,379	\$96,741		-\$96,741
810-Interest and service charges	\$24,104	\$25,000	\$23,000	\$18,954	-\$4,046
831-Interest - long term debt	\$510,030	\$472,500	\$623,034	\$212,157	-\$410,877
832-Principle - Long term debt	\$1,691,602	\$1,926,300	\$1,632,479	\$841,924	-\$790,555
763-Contributed to Capital Reserve	\$13,350	\$148,400	\$499,977		-\$499,977
764-Contributed to Capital Reserve	\$171,250	\$1,267,781	\$1,649,727		-\$1,649,727
921-Bad Debt	\$49,552	\$646,000	\$250,000	\$24,287	-\$225,713
Non-TCA projects	\$1,316,224	\$2,708,576	\$1,839,141	\$373,864	-\$1,465,277
DRP Expense Claims				\$6,918,306	
<b>TOTAL EXPENSES</b>	<b>\$35,392,186</b>	<b>\$43,366,771</b>	<b>\$42,488,044</b>	<b>\$27,588,992</b>	<b>-\$21,817,358</b>
<b>Excluding Requisitions</b>	<b>\$28,417,779</b>	<b>\$36,549,236</b>	<b>\$35,589,054</b>	<b>\$23,982,883</b>	

MACKENZIE COUNTY

Non-TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
<b>(12) - Administration Department</b>							
Wolf bounty (CF 2016)	125,000	40,817	\$101,295	17,112	\$23,705		Ongoing
Caribou/Industry Protection Strategy (CF 2016)	405,356	50,000	\$405,378	50,023	-\$22	100	High Level is now the budget admin, county has paid the annual fee
Cumulative Effects Assessment Study (CF 2017)	270,000	178,306	91,694.17	-	\$178,306	25	Project re-started, coordinating consultants to finish project components
FV - Asset Management (2018)	45,000	45,000	-	-	\$45,000		Ongoing assist with 5 yr plan
FRIAA Firesmart Program(Hutch Lake & Zama)	301,520	301,520	249,012	249,012	\$52,508	80%	To be completed Dec 2019
Northwest Species at Risk Committee (3 yr)	150,000	150,000	-	-	\$150,000		awaiting invoice, project is initiated
<b>Total department 12</b>	<b>1,296,876</b>	<b>765,643</b>	<b>847,380</b>	<b>316,147</b>	<b>449,496</b>		
<b>(23) - Fire Department</b>							
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000		No progress to date.
LC - Fire Dept Training Props	20,000	20,000	-	-	20,000		No progress to date.
<b>Total department 23</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>		
<b>(32) - Public Works</b>							
ZA - Aspen Drive Ditch Repair (CF 2016)	60,000	54,600	5,400	-	54,600	80%	Project is expected to be Completed Oct 2019
LC & FV - Road Disposition - Survey Work (CF 2014)	50,000	40,679	9,321	-	40,679	18%	Various projects in process
Assumption Hill Improvement (ditching) (CF 2014)	20,000	17,290	2,710	-	17,290	80%	
Zama Road Frost Heaves	150,000	150,000	-	-	150,000	10%	Contractor has been engaged - Completion expected Oct 2019
<b>Total department 32</b>	<b>280,000</b>	<b>262,569</b>	<b>17,431</b>	<b>-</b>	<b>262,569</b>		
<b>(33) - Airport</b>							
Airport Master Plan (CF 2016)	75,000	66,496	8,504	-	66,496	35	WSP working on plans
FV Airport Development (CF 2016)	16,382	9,169	7,213	-	9,169	35	WSP working on plans
Airport Operations/Safety Manuals	30,000	30,000	-	-	30,000	0%	In discussion with consultant
<b>Total department 33</b>	<b>121,382</b>	<b>105,666</b>	<b>15,716</b>	<b>-</b>	<b>105,666</b>		
<b>(41) - Water</b>							
LC -La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910	2	Project scope being assessed.
Water Diversion License Review	35,000	18,342	18,114	1,457	16,886	50	Moving forward as per council motion.
<b>Total department 41</b>	<b>235,000</b>	<b>209,252</b>	<b>27,204</b>	<b>1,457</b>	<b>207,796</b>		

MACKENZIE COUNTY

Non-TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
<b>(42) - Sewer</b>							
LC - Future Utility Servicing Plan (2018)	85,000	23,771	61,229	-	23,771	80	Parts of the draft plan are complete.
<i>Total department 42</i>	<b>85,000</b>	<b>23,771</b>	<b>61,229</b>	<b>-</b>	<b>23,771</b>		
<b>(61) - Planning &amp; Development Department</b>							
Infrastructure Master Plans (CF 2016)	240,800	12,559	228,241	-	12,559	95	need to finalize offsite levy bylaw review with council
Natural Disaster Mitigation Program (CF 2017)	105,000	42,064	90,655	27,719	14,345	95	project complete, need to wrap up final reporting
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	150,000	143,266	6,734	-	143,266		3 of 4 rural IDPs exempted, 2 ICFs submitted, 1 ICF in October, 3 outstanding - 2 extensions requested
Economic Development Investment Attraction Marketing Packages	114,000	114,000	-	-	114,000	1	applied for extension to end of 2020
<i>Total department 61</i>	<b>609,800</b>	<b>311,889</b>	<b>325,630</b>	<b>27,719</b>	<b>284,170</b>		
<b>(63) - Agricultural Services Department</b>							
Dell Tough Book and software (2018)	20,500	8,075	21,425	9,000	(925)		Complete
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000	5	summer fires have delayed the start of this project
<i>Total department 63</i>	<b>50,500</b>	<b>38,075</b>	<b>21,425</b>	<b>9,000</b>	<b>29,075</b>		
<b>(71) - Recreation</b>							
ZA - Hall Electrical Upgrades (CF 2015/2016)	31,887	3,482	28,405	-	3,482		
LC - 2 Sets of Mini Nets & Portable Boards (2018)	8,500	8,500	7,745	7,745	755		Complete
LC - Operational Over Spends	13,895	13,895	11,797	11,797	2,098		Complete
<i>Total department 71</i>	<b>54,282</b>	<b>25,877</b>	<b>47,947</b>	<b>19,542</b>	<b>6,335</b>		
<b>(72) - Parks</b>							
LC Walking Trail	6,000	6,000	-	-	6,000		Pending LOC
La Crete Walking Trail LOC	2,400	2,400	-	-	2,400		Waiting for approval from Office of Aboriginal Consultation (OAC)
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000		No progress to date
<i>Total department 72</i>	<b>11,400</b>	<b>11,400</b>	<b>-</b>	<b>-</b>	<b>11,400</b>		
<b>TOTAL 2019 Non-Capital Projects</b>	<b>2,794,240</b>	<b>1,804,143</b>	<b>1,363,961</b>	<b>373,864</b>	<b>1,430,279</b>		

## MACKENZIE COUNTY

## TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
<b>(12) - Administration Department</b>							
ZC - Admin Building Tree Planting (CF 2017)	15,000	10,489	4,511	-	10,489	80%	Completion of project delayed until Spring 2020
Land Purchase (South of High Level) (CF 2015)	13,000	12,895	105	-	12,895		Ongoing
FV Office HVAC Photocopy Room/Meeting Room 1/Council Chambers (2018)	30,000	30,000	10,614	10,614	19,386		Complete
Information Technology Budget	45,000	45,000	3,856	3,856	41,144		Ongoing - awaiting futher technology upgrades
FV Office Rear Gate	8,500	8,500	12,762	12,762	(4,262)		Complete
Emergency Generator - La Crete	45,000	45,000	-	-	45,000		Ordered. Should arrive mid October.
<i>Total department 12</i>	<b>156,500</b>	<b>151,884</b>	<b>31,848</b>	<b>27,232</b>	<b>124,652</b>		
<b>(23) - Fire Department</b>							
FV - Training Facility (CF 2017)	20,000	11,350	8,650	-	11,350		
LC - Deck Gun (Tompkins) (2018)	15,000	15,000	-	-	15,000		Complete - This was included in truck purchase.
LC - Pison Intake Valve and Booster Reel (Tompkins) (2018)	18,500	18,500	-	-	18,500		Complete - This was included in truck purchase.
LC - Fire Truck (2018)	500,000	450,006	210,628	160,634	289,372	42%	Ordered last year. Should arrive in October.
Fire Truck 2011 Peterbuilt	86,355	86,355	-	86,355	-	95%	Should be in service end of September
<i>Total department 23</i>	<b>639,855</b>	<b>581,211</b>	<b>219,278</b>	<b>246,989</b>	<b>334,222</b>		
<b>(32) - Transportation Department</b>							
FV - Rebuild Eagles Nest Road (2 miles) (2018)	800,000	785,985	14,015	-	785,985		Project delayed due to wildfire
LC - Chipseal North & South Access (2018)	275,000	275,000	800	800	274,200	>1%	Tenders came in over budget
LC - Rebuild Airport Road (2 miles) (2018)	800,000	776,011	551,716	527,727	248,284	100%	Project complete
LC - Rebuild Blue Hills Road (2 miles) (2018)	800,000	774,252	538,368	512,620	261,632	90%	Nearly complete, requires gravel
LC - Rebuild Range Road 180 N (2 miles) (2018)							
LC - Engineering & Design for 113 Street and 109 Ave (CF 2015)	100,000	40,687	59,313	-	40,687	59%	In discussions
LC - Overlay River Road (2018)	880,000	843,125	36,875	-	843,125	>1%	Contract awarded, to be completed in fall
Gravel Reserve (CF 2014)	150,000	92,357	57,643	-	92,357	38%	Engaging consultants to locate gravel
LC - Teachers Loop Asphalt & Sidewalk (CF 2017)	416,428	404,903	657,772	646,247	(241,344)	100%	Project complete
LC - Bridges to New Lands - Township Rd1020 (CF 2017)	1,000,000	585,612	415,295	907	584,705	42%	Projects ongoing
11 mile Culvert Replacement	150,000	150,000	-	-	150,000		Project delayed due to wildfire
88 Connector Overlay	3,530,670	3,530,670	-	-	3,530,670		Contract awarded, to be complete in fall
AWD Graders x 3	1,684,668	1,684,668	1,113,249	1,113,249	571,419	100%	Received all, invoice pending
FV - Loader	350,000	350,000	306,821	306,821	43,179	100%	Complete, will use most funds, invoice pending.
FV - Rebuild Lambert Point Road (1 1/4 miles)	385,000	385,000	2,729	2,729	382,271	>1%	Project delayed due to wildfire

**MACKENZIE COUNTY**

**TCA Projects 2019 INCLUDING CARRY FORWARDS**

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
LC - Overhead Shop Crane	100,000	100,000	100,000	100,000	-	100%	Complete
LC - Sidewalk Sweeper	160,000	160,000	-	-	160,000		Tenders to be opened at Council Meeting 2019-09-23
LC - Truck Replacement	45,000	45,000	43,196	43,196	1,804	100%	Complete
LC- 98 Ave Micro Surfacing (1200 meters)	220,000	220,000	800	800	219,200	>1%	Contract awarded
Overlays	350,000	350,000	283,569	283,569	66,431	100%	Complete
Rebuild Blumenort Road East	440,000	440,000	22,197	22,197	417,803	95%	On going
Rebuild Machesis Lake Road	440,000	440,000	-	-	440,000		Project delayed due to wildfire
Rebuild Range Rd 175 (2 miles)	650,000	650,000	329,983	329,983	320,017	100%	Final invoice received 2019-09-12
Oil Rocky Lane Road (5.5 km) - School to Store Road	215,250	215,250	294,708	294,708	(79,458)	100%	Project complete, some incorrect coding
ZA - Truck Replacement	45,000	45,000	42,410	42,410	2,590	100%	Complete
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000	75,000	-	-	75,000		No grant awarded
FV - Rebuild Butter town Road (See Note 2)	300,000	300,000	-	-	300,000		No grant awarded
FV - 49 Ave-54 St Asphalt	51,000	51,000	45,375	45,375	5,625	100%	Complete
FV - 49 Street Asphalt	81,500	81,500	62,300	62,300	19,200	100%	Complete
<i>Total department 32</i>	<b>14,494,516</b>	<b>13,851,019</b>	<b>4,979,136</b>	<b>4,335,639</b>	<b>9,515,380</b>		
<b>(33) - Airport</b>							
FV - Parking Lot Drainage Improvements (CF 2017)	20,000	20,000	-	-	20,000		Due to new development project may be redundant
<i>Total department 33</i>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>20,000</b>		
<b>(41) - Water Treatment &amp; Distribution Department</b>							
LC - Well Number 4 (CF 2016)	1,072,500	900,095	173,182	777	899,318	20	Awaiting grant funding approval
ZA - Water Treatment Plant Upgrading (CF 2017)	933,569	784,047	149,522	-	784,047	5	Updating project scope
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	98,238	182,462	-	98,238	70	Repairing final remianing services summer of 2019
LC - Waterline Bluehills (CF 2015)	833,250	691,042	142,528	320	690,722	5	EOI sent for ICIP grant
LC - Rural Potable Water Infrastructure (CF 2015)	6,322,882	101,024	6,319,071	97,213	3,811	99	Final deficiency completion
FV - Rural Water Supply North of the Peace River (2018)	420,000	179,763	245,147	4,909	174,854	5	EOI sent for ICIP grant, working to partner w/ neighbours
<i>Total department 41</i>	<b>9,862,901</b>	<b>2,754,207</b>	<b>7,211,913</b>	<b>103,219</b>	<b>2,650,988</b>		
<b>(42) - Sewer Disposal Department</b>							
ZA - Lift Station Upgrade (CF 2013-2017)	1,964,606	1,691,609	273,971	975	1,690,635	5	Project postponed due to high bids
LC - Sanitary Sewer Expansion (CF 2016)	148,000	10,289	137,711	-	10,289	90	Consultant provided draft plans for review.
<i>Total department 42</i>	<b>2,112,606</b>	<b>1,701,899</b>	<b>411,682</b>	<b>975</b>	<b>1,700,924</b>		

## MACKENZIE COUNTY

## TCA Projects 2019 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
<b>(43) - Waste</b>							
Build Up Berm - Blumenort WTS (CF 2017)	9,000	9,000	-	-	9,000		Recommend cancellation of this project
Waste Bin Replacement Program	20,000	20,000	-	-	20,000		Expect delivery by October 1/19
<i>Total department 43</i>	<b>29,000</b>	<b>29,000</b>	-	-	<b>29,000</b>		
<b>(61) - Planning &amp; Development</b>							
FV - Streetscape (CF 2017)	100,394	79,416	22,355	1,376	78,039		A few trees to be planted & deck approvals for 2019
LC - Streetscape (CF 2017)	93,227	34,368	93,192	34,332	35	100	2019 project goals completed.
<i>Total department 61</i>	<b>193,621</b>	<b>113,783</b>	<b>115,546</b>	<b>35,708</b>	<b>78,075</b>		
<b>(63) - Agriculture</b>							
HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	77,808	1,103,192	-	77,808		Repairs to be done to washout
LC - Buffalo Head/Steep Hill Water Management (Phase I) (CF 2014/2015)	7,458,569	122,484	7,339,927	3,843	118,642		Project is complete, some deficiencies to address
Ag Fieldman Truck	45,000	45,000	42,410	42,410	2,590	100%	Complete
<i>Total department 63</i>	<b>8,684,569</b>	<b>245,293</b>	<b>8,485,529</b>	<b>46,253</b>	<b>199,040</b>		
<b>(71) - Recreation</b>							
FV - Rodeo Grounds (CF 2016)	30,000	17,933	12,067	-	17,933		No work completed to date
FV - Skate Shack (CF 2015)	30,000	30,000	-	-	30,000		No work completed to date
LC - Dressing Room Expansion including Gym/Weight Room (CF 2017)	482,500	1,653	480,847	-	1,653		Completed
ZA - Water Repair in Furnace Room (CF 2017)	10,000	8,338	1,662	-	8,338		
ZA - Re-shingling Hall (CF 2017)	35,000	35,000	-	-	35,000		
FV - Facility Door Upgrades (2018)	30,000	1,525	28,475	-	1,525		Completed
LC - Renovate Old Dressing Rooms (2018)	30,000	30,000	-	-	30,000		Completed as part of Dressing Room Expansion
FV - Arena Header Replacement	80,000	80,000	-	-	80,000		In progress
FV - Volleyball Court Equipment	9,000	9,000	8,961	8,961	39		Completed
FV - Facility Downspout Replacement/Landings	8,000	8,000	-	-	8,000		Completed - Waiting for invoices
LC - Rebuild One Compressor	22,000	22,000	11,000	11,000	11,000		Completed - Waiting for entries
LC - Olympia Conditioner Maintenance	17,963	17,963	4,000	4,000	13,963		Completed - Waiting for entries
LC - Upgrade VFD Electrical Panel	4,000	4,000	2,000	2,000	2,000		No progress to date
LC - Blumenort Skate Shack	100,000	100,000	50,000	50,000	50,000		Completed - Waiting for entries
LC - Two Portable Washrooms	3,000	3,000	2,700	2,700	300		Completed
LC - One Window for the Board Room	5,000	5,000	5,000	5,000	-		Completed

**MACKENZIE COUNTY**

**TCA Projects 2019 INCLUDING CARRY FORWARDS**

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET	% of Project Completed	DIRECTORS NOTES
ZA - Paint Exterior of Hall	30,000	30,000	-	-	30,000		
<i>Total department 71</i>	<b>926,463</b>	<b>403,412</b>	<b>606,711</b>	<b>83,661</b>	<b>319,752</b>		
<b>(72) - Parks &amp; Playgrounds Department</b>							
Hutch Lake Campground Improvements (CF 2017)	112,000	68,933	43,067	-	68,933		No work completed to date. Working on 10 year plan.
LC - Slide & Swings Big Back Yard (CF 2017)	32,866	2,987	31,163	1,285	1,703		Complete
FV - Processor / Splitter (2018)	-	-	-	-	-		Cancelled as per council motion.
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch	30,000	30,000	-	-	30,000		River Access Plan completed
Vanguard Subdivision Playground Equipment	30,000	30,000	-	-	30,000		No work completed to date.
DA Thomas Stairs	20,000	20,000	-	-	20,000		In Progress
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	13,000	2,955	2,955	10,045		Pilings completed. Firewood Compound requires permit and is tied up due to 10 year plan (FNC)
<i>Total department 72</i>	<b>237,866</b>	<b>164,920</b>	<b>77,186</b>	<b>4,240</b>	<b>160,680</b>		
<b>TOTAL 2019 Capital Projects</b>	<b>37,357,897</b>	<b>20,016,628</b>	<b>22,138,830</b>	<b>4,883,917</b>	<b>15,132,712</b>		

Project Description	TOTAL PROJECT BUDGET	2019 BUDGET	TOTAL COSTS	2019 COSTS	2019 REMAINING BUDGET
---------------------	----------------------	-------------	-------------	------------	-----------------------

**Contigent on Grant Funding**

FV - Rebuild Rocky Lane Road (2018)	1,000,000	1,000,000	-	-	1,000,000
ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000
	<b>8,085,000</b>	<b>8,085,000</b>	<b>-</b>	<b>-</b>	<b>8,085,000</b>

**Administration to seek grant funding for below projects prior to proceeding**

Note 1 - LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive Note 1  
 Note 2 - FV - Rebuild Butter town Road



## Investment Report at the period ending August 31, 2019

### Reconciled Bank Balance on August 31, 2019

Reconciled Bank Balance \$ 17,956,710.42

### Investment Values on August 31, 2019

Short term investments (EM0-0377-A)	\$ 3,323,758.47
Short term T-Bill (1044265-26)	\$ 246,153.69
Long term investments (EM0-0374-A)	\$ 8,718,973.82
Short term notice on amount 31 days	\$ 3,319,877.69
Short term notice on amount 60 days	\$ 15,770.01
Short term notice on amount 90 days	\$ 25,382.32
Vision Credit Union - 2 year	\$ 2,074,680.00

**Total Investments** **\$ 17,724,596.00**

**Total Bank Balance and Investments** **\$ 35,681,306.42**

Amount committed to fund 2019 Capital Projects \$ 7,566,429

Amount committed to fund 2019 Non TCA Projects \$ 1,212,851

**Total Unrestricted Bank Balance and Investments** **\$ 26,902,026**

These balances include 'market value changes'.

### Revenues

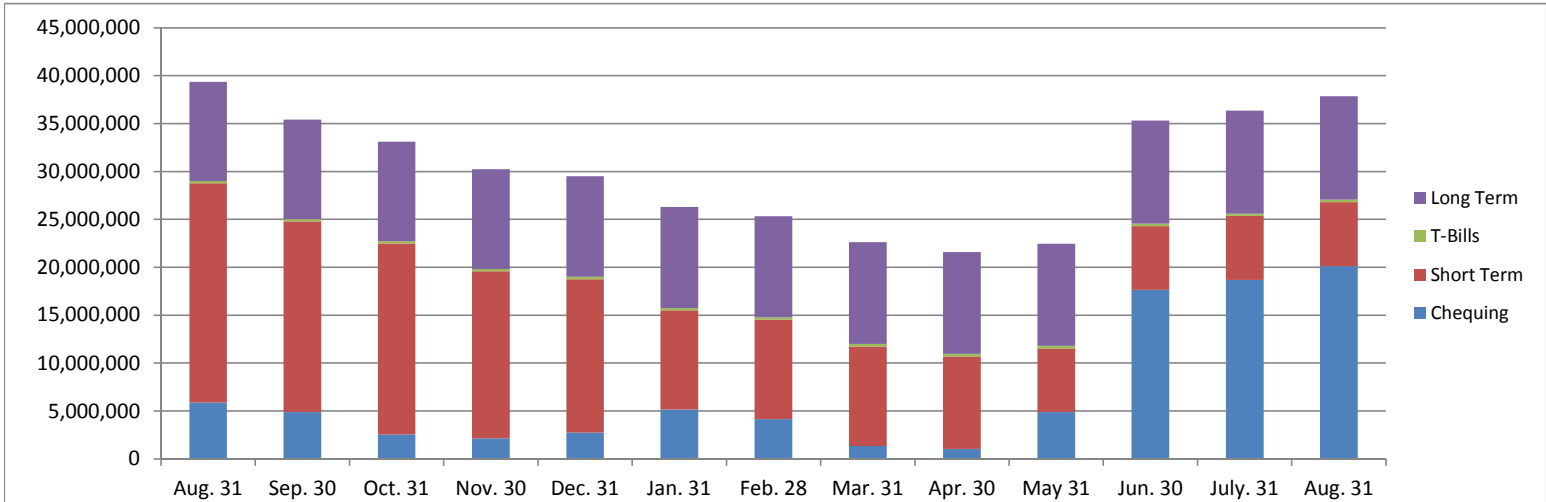
Interest received from investments  
Interest accrued from investments but not received.

Total YTD	Short Term YTD	Long Term YTD
\$ 290,006.99	\$ 138,349.83	\$ 151,657.16
\$ 130,954.65	\$ 52,016.44	\$ 78,938.21
<b>\$ 420,961.64</b>	<b>\$ 190,366.27</b>	<b>\$ 230,595.37</b>

Interest received, chequing account  
**Total interest revenues before investment manager fees**  
Deduct: investment manager fees for investments  
**Total interest revenues after investment manager fees**

\$ 124,528.88	\$ 124,528.88	
<b>\$ 545,490.52</b>	<b>\$ 314,895.15</b>	<b>\$ 230,595.37</b>
\$ (19,523.32)	\$ (2,462.13)	\$ (17,061.19)
<b>\$ 525,967.20</b>	<b>\$ 312,433.02</b>	<b>\$ 213,534.18</b>

**Balances in the Various Accounts - Last 13 Months**







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Jennifer Batt, Interim Director of Finance</b>
<b>Title:</b>	<b>Finance Charges – Request to remove or reduce on Invoice #26776</b>

## BACKGROUND / PROPOSAL:

Administration received a letter from a ratepayer requesting that finance charges be waived or reduced on Invoice #26776 due to financial hardships. The invoice was generated as emergency services were called to attend a motor vehicle accident December 2018. The ratepayer has incurred \$72 in finance charges for non-payment of the invoice.

In the attached letter, the ratepayer is requesting that Council either:

- waive finance charges, and the ratepayer will make specific payments, or
- the rate payer will make installments, and incur no further finance charges.

Attached is a letter provided by the ratepayer.

Administration calculated finance charges on the outstanding balance as per Policy FIN011 Accounts Receivable / Utilities Collection:

All accounts with a balance outstanding after 30 days will be subject to a penalty of 2% per month.

## OPTIONS & BENEFITS:

### Option 1

That administration is to communicate to the ratepayer that the full amount of invoice #26776 is to be paid including any further finance charges.

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

**Option 2**

That Council approves the ratepayers request to waive further finance charges on invoice #26776, and accepts the payment schedule of \$150.00 per month until the invoice is paid in full.

**Option 3**

That Council approves the ratepayers request to waive finance charges in the amount of \$72 on the payment of invoice #26776, and accepts the payment schedule of two payments of \$225.00.

**COSTS & SOURCE OF FUNDING:**

2019 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

FIN011 – Accounts Receivable / Utility Collection

**RECOMMENDED ACTION:**

- Simple Majority
- Requires 2/3
- Requires Unanimous

That administration is to communicate to the ratepayer that the full amount of invoice #26776 is to be paid including any further finance charges.

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

August 29, 2019

To: Mackenzie County

I [REDACTED] received invoice #26776 in the amount of \$450.00 last year in December for a Motor Vehicle Accident . At that time, I did not have the funds in order to pay this invoice. I am now at a point where I can start making payment towards this bill. I would like to ask that all the finance charges be waived. Should the County agree to waive the finance charges I could pay with two payments of \$225.00. Should you not waive the fees I would like to ask Mackenzie County if I could make instalment payments of \$150.00 each month until paid on my invoice # 26776 and that no further finance charges be added to my bill.



Fort Vermilion, AB T0H 1N0





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

INVOICE #: IVC00000000026776

# INVOICE

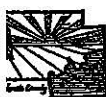
## Customer

[REDACTED]

FORT VERMILION AB                      T0H 1N0

Date: 31/12/2018  
 Customer#: 241544  
 Due Date: 30/01/2019

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



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

Quantity	Description	Unit Price	Total
1.00	RESCUE UNIT 9128 0.75 HRS @ \$200.00 HR	\$150.00	\$150.00
1.00	FIRE FIGHTERS 8 @ 1.50hrs/2= 6.00hrs @ \$50.00 hr	\$300.00	\$300.00

DECEMBER 24, 2018. MVC 100 ST - 105 AVE 50% OF TOTAL INVOICE	Subtotal	\$450.00
	Tax	\$0.00
	<b>Total</b>	<b>\$450.00</b>

**PAYMENT DUE UPON RECEIPT - PAYABLE TO MACKENZIE COUNTY  
 PLEASE INCLUDE TOP PORTION WITH PAYMENT**



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Jennifer Batt, Interim Director of Finance</b>
<b>Title:</b>	<b>Insolvent Companies – Write off Taxes Tax Roll #422126 &amp; #084093</b>

**BACKGROUND / PROPOSAL:**

As part of the yearend function, administration reviews balances of accounts that are doubtful in collection, and identifies those that require further actions for collection.

From this list, administration forwarded information to our lawyers to assist in the collection efforts on tax roll # 422126. Upon investigation, and demand letters, it was discovered that tax roll #422126 transferred assets to tax roll owner #084093, and now both of which have become insolvent, and turned over to the Orphan Well Association.

Tax Roll #422126 outstanding balance \$44,002.87  
 Tax Roll #084093 outstanding balance \$33,558.07

Tax roll #422126 was last assessed in 2014, and tax roll #084093 was last assessed in 2017. A large majority of the outstanding balance is tax penalties assessed on the outstanding balances.

It is highly unlikely that the outstanding balance of \$77,560.94 will be collected, and administration is recommending it be written off, and that administration make an application under the Provincial Education Requisition Credit program.

**OPTIONS & BENEFITS:**

That Council pass a motion to write off the outstanding balance of tax roll #422126 & tax roll #084093 in the amount of \$77,560.94, and administration to make application under the Provincial Education Requisition Credit for education taxes from 2015-2017.

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

**COSTS & SOURCE OF FUNDING:**

Included in the 2018 yearend bad debt calculation, and reflected in the financial statements. There is no impact on the 2019 operating expenditures.

If the recommended action is approved, administration will make application under the Provincial Education Requisition Credit program for \$3,356.52.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Administration to communicate Councils decision.

**POLICY REFERENCES:**

Tax Penalty Bylaw

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That taxes in the amount of \$44,002.87 for tax roll #422126 and \$33,558.07 tax roll #084093 be written off as unrecoverable.

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





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Jennifer Batt, Interim Director of Finance</b>
<b>Title:</b>	<b>Shallow Gas Tax Relief Initiative</b>

**BACKGROUND / PROPOSAL:**

To assist shallow gas producers with the circumstances they face today with lower commodity prices, and productivity assets, the Alberta Government has introduced the Shallow Gas Tax Relief Initiative (SGTRI). This initiative provides immediate relief to shallow gas producers by crediting 35 percent of the 2019 property taxes levied on qualifying properties.

Qualifying properties are defined as follows:

Shallow gas wells and pipeline gathering systems eligible for this initiative are those identified in the qualifying properties list provided directly to municipalities. For the purpose of the qualifying properties list, shallow gas wells are defined as wells less than 1500 metres in depth, producing only gas (that is, gas containing 0% condensate), drawing from formations that are younger than 98.5 million years. Depth is determined as the calculated production depth for assessment purposes.

Pipeline gathering systems are defined as those that transport gas from the well to the first downstream processing facility, and that have an outside diameter of 6 inches (152.4 mm) or less.

Municipalities are required to credit/refund producers as calculated in Attachment A, which will be reflected as a reduction to the December property tax requisition invoice. The municipality must write off penalties assessed on the SGTRI calculation amounts.

Administration has received the SGTRI calculation effecting those shallow gas producers within Mackenzie County, which calculates a total of \$176.02 plus penalties of \$10.34.

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

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2019 Operating Budget - \$10.34

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Administration to communicate credits/refunds to companies affected.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion #1

- Simple Majority
- Requires 2/3
- Requires Unanimous

That as per the Shallow Gas Tax Relief Initiative, Council authorizes the cancellation of 35 percent of the shallow gas property taxes levied in 2019 as per Attachment A on Tax Roll # 083803 in the amount of \$66.58 and Tax Roll # 084386 in the amount of \$109.44 be cancelled.

Motion #2

- Simple Majority
- Requires 2/3
- Requires Unanimous

That as per the Shallow Gas Tax Relief Initiative, Council authorizes the penalties assessed on Tax Roll # 083803 in the amount of \$10.34 be written off.

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



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*  
*MLA, Edmonton - South West*

AR97915

September 17, 2019

Reeve Joshua Knelsen  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen,

As you are aware, government has recently announced property tax relief for shallow gas producers. Many shallow gas producers are in a difficult financial situation. Some have become insolvent because of prevailing global market conditions and the impact of high operating expenses, including property taxes.

Municipal Affairs is conducting a review of regulated assessment models, including assessment of wells and pipelines. The current assessment models have not been updated since 2005, and do not reflect the circumstances faced by many shallow gas producers with older, lower productivity assets.

Preliminary indications are that the review will result in lower assessments for older shallow gas assets, but cannot be implemented until the 2020 taxation year. Relief for shallow gas producers cannot wait until 2020; therefore, this program will reduce 2019 property taxes on shallow gas wells and related pipelines by 35 per cent.

Municipal Affairs (MA) has now verified the list of qualifying shallow gas wells and related pipelines with the affected companies. This list (with a summary) is attached for your use in implementing this initiative. The list is final in terms of eligibility, and has been sent to the corresponding company for their information. However, if there are any discrepancies between the information attached and your municipal records, please contact Municipal Affairs before proceeding, as education tax credits will not be provided for non-qualifying properties.

I know I can count on your commitment to implement this important initiative. The required steps are outlined below. Additional details, including program guidelines and a certification form, are located at [www.alberta.ca/shallow-gas-tax-relief.aspx](http://www.alberta.ca/shallow-gas-tax-relief.aspx).

.../2

- Your council will need to pass a resolution to cancel 35 per cent of the property taxes and any related late payment penalties;
- Your municipal administration will notify companies as required and issue refunds where more than 65 per cent of the property tax bills have been paid;
- Your municipal administration will email the signed resolution and attached certification form to MA for review;
- If the qualifying properties are certified to have received the cancellation of 35 per cent of property tax bills, Alberta Education will credit your municipality with the equivalent amount on the December 2019 education property tax invoice; and
- Municipalities will continue to collect the remaining property taxes from shallow gas properties for use in your local budgets.

Your participation in this program is critical to its success. Please submit the certification form and a signed copy of your council's resolution to MA on or before October 21, 2019.

If you have any questions, please contact a Municipal Affairs program advisor at 780-422-7125 (toll-free 310-0000), or email [TaxProgramDelivery@gov.ab.ca](mailto:TaxProgramDelivery@gov.ab.ca).

Yours very truly,



Kaycee Madu  
Minister

Attachment:

Summary of Tax Relief by Company (includes detailed list of qualifying properties)

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County

**Attachment A**

<b>Municipality Number</b>	<b>Municipality Name</b>	<b>Company ID</b>	<b>Company Name</b>	<b>BA Code</b>	<b>Number of Well(s)</b>	<b>Well Assessment</b>	<b>Municipal Tax Rate</b>	<b>ASFF Tax Rate</b>	<b>Other Tax Rate</b>	<b>Total Tax Rate</b>	<b>Municipal Tax Dollars</b>	<b>ASFF Tax Dollars</b>	<b>Other Tax Dollars</b>	<b>Total Taxes</b>	<b>SGTRI 35% Adjustment</b>
505	MACKENZIE COUNTY	4624	LONG RUN EXPLORATION LTD.	A5170	1	11,400	12.75	3.61	0.33	16.69	145.29	41.18	3.76	190.23	66.58
505	MACKENZIE COUNTY	6250	ENERCAPITA ENERGY LTD.	A73W0	2	18,740	12.75	3.61	0.33	16.69	238.84	67.68	6.18	312.70	109.44
<b>505</b>	<b>MACKENZIE COUNTY</b>		<b>TOTAL</b>		<b>3</b>	<b>30,140</b>	<b>12.75</b>	<b>3.61</b>	<b>0.33</b>	<b>16.69</b>	<b>384.13</b>	<b>108.86</b>	<b>9.94</b>	<b>502.93</b>	<b>176.02</b>





**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

Ensuring that the County has gravel reserve to allow growth and road maintenance on existing roads.

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the sale of County gravel and crusher reject for personal use be received for information.

Author: S Wheeler      Reviewed by: David Fehr      CAO: \_\_\_\_\_



## Mackenzie County

<b>Title</b>	<b>Sale of County Gravel/Crusher Reject for Personal Use</b>	<b>Policy No.</b>	<b>PW014</b>
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### **Purpose**

To specify the terms of reference for personal or farm use of gravel/crusher reject from Mackenzie County controlled gravel pits, while fulfilling the responsibility of the County to endeavor not to compete with private industry.

### **Definition**

Private Source - any privately operated pit, stockpile site or yard that contains gravel available for purchase.

### **Policy Statement and Guidelines**

1. Crusher reject may be purchased by residents of Mackenzie County.
2. Gravel will not be sold from any County controlled pits.
3. The maximum amount of reject that can be purchased per year is 100 cubic meters per person, yard-site, dwelling, destination, lot or location, larger quantities will be dealt with by Council resolution.
4. The reject may normally be purchased when the County is conducting gravelling operations from a specific gravel pit. The purchaser will be responsible in making arrangements and payment for delivery of reject with the contractor operating in the pit at that time.
5. The cost of the reject will be determined by Council.
6. The person purchasing the reject must make arrangements for the purchase through any County office.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>April 18, 2001</b>	<b>01-214</b>
<b>Amended</b>	<b>August 12, 2003</b>	<b>03-442</b>
<b>Amended</b>	<b>December 9, 2003</b>	<b>03-621</b>
<b>Amended</b>	<b>June 14, 2005</b>	<b>05-315</b>
<b>Amended</b>	<b>May 9, 2006</b>	<b>06-326</b>
<b>Amended</b>	<b>May 23, 2007</b>	<b>07-05-471</b>





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Paramount Road System's and Airport</b>

**BACKGROUND / PROPOSAL:**

For further discussions regarding the Paramount Road System's and Airport in the Zama area. Administration would like clarification on what the next steps are. A letter has been sent to Paramount requesting a meeting, as well as information regarding liability costs and the state of repair regarding the infrastructure on the roads and the airport. No response has been received by Mackenzie County.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

To change from and License of Occupation to a Department License of Occupation will require legal survey with the cost estimated at \$2.5 - \$3 million dollars. It has yet to be determined the costs of yearly maintenance and long-term capital investments. Also the liability costs associated with new environmental regulations.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Paramount Roads and Airport be received for information and discussion.

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

Addition to next council meeting. Would like to discuss timeline, who's responsible for it and some serious action on the motion and the letter to Paramount.

We have already lost the airstrip infrastructure and any more delays and inaction will result in a loss of road access and infrastructure.

Strip has been already been decommissioned. We now have no fixed wing options in the area.

Which included all or some of:

- strip is near 4680ft paved
- perimeter bison fence including Texas gates, roughly 6-8ft tall.
- double gate at the south end with a road out to the gravel to the SW of the plant. Aka road to Rainbow Lake.
- recent brush cut the sides and ends and the outside of the fence by Pinnacle.
- gate at the apron which is about 20ft wide on rollers. And a man gate at the apron walk way also.
- end lighting with Blue lights (6) at each end. As well as strip lighting. There is a large windsock at the south end that had power to it.
- fuel tank there not sure the volume it held. Maybe 20000L.
- weather monitoring equipment
- small deicing tank that has a heater and pressure washer pump and 2 wands
- small shack there at the strip. It has the breakers in it for the power to the pump and lights on the strip.
- decelerometer mounted in a Dodge 1/2ton.
- loader with a brush for it that made a 10' pass. It took 6 passes to clear it.
- a plow truck with a blade





Lisa Wardley  
Mackenzie County Councilor Ward 10/Zama  
780-841-5799  
[lisa@mackenziecounty.com](mailto:lisa@mackenziecounty.com)

Sent from my iPhone

Begin forwarded message:

**From:** Brian Makowecki <[brian.makowecki@gov.ab.ca](mailto:brian.makowecki@gov.ab.ca)>  
**Date:** October 1, 2019 at 11:39:33 AM MDT

**To:** Lisa Wardley <[lisa@mackenziecounty.com](mailto:lisa@mackenziecounty.com)>  
**Cc:** Byron Peters <[bpeters@mackenziecounty.com](mailto:bpeters@mackenziecounty.com)>  
**Subject:** RE: Paramount Road Liability and Disposition Transfer

Lisa - a quick follow-up - I did hear back from Paramount and they will be contacting you shortly. I understood from them that while they have decommissioned their airstrip, they have not undertaken work on the roads network and so will connect with Mackenzie county on that topic area. The individual that contacted me was John Hawkins ([john.hawkins@paramountres.com](mailto:john.hawkins@paramountres.com)), I understood he will be in contact shortly.

Brian

**From:** Brian Makowecki  
**Sent:** Tuesday, October 01, 2019 10:23 AM  
**To:** Lisa Wardley <[lisa@mackenziecounty.com](mailto:lisa@mackenziecounty.com)>  
**Cc:** Byron Peters <[bpeters@mackenziecounty.com](mailto:bpeters@mackenziecounty.com)>  
**Subject:** Paramount Road Liability and Disposition Transfer

Good morning Lisa, as a follow-up to the meeting on September 18<sup>th</sup> with Minister Nixon, Minister Dreeshen, MLA Loewen and MLA Williams – I have connected with a number of folks on the issue you raised regarding road decommissioning activities by Paramount Resources Ltd.

The letter you supplied from Paramount indicated that they will work with the County and government “should the county advise of its desire to acquire all or a portion of Paramount’s infrastructure...”. You also provided a copy of the letter from July 25, 2019 from Mackenzie County to Paramount indicating an interest in discussing an option to transfer the roads. While I am unaware of whether additional conversation or communication has taken place, I have followed up with Paramount to be sure the County communication hasn’t been misplaced in their system.

In my conversations with the AER, they confirmed the County should connect directly with Paramount to reach an agreement for the transfer of liability associated with the roads in question. Once an agreement is in place, the AER and Environment and Parks can work together with the County to ensure dispositions are transferred appropriately. I will let you know what I hear back from Paramount. Let me know if you have any questions, I would be happy to follow up more if additional detail is required.

Thank you.  
Brian

780 422-4569

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The Municipal Development Plan has commercial objectives to guide development. One relevant objective is:

- ***Provide suitable and appropriately located areas for urban and rural commercial activities;***

Alberta Transportation have been notified of the application for their initial comments on the proposed development and subdivision. At this time, there has been no response from Alberta Transportation with their comments on the proposed development.

Bylaw 1156-19 was presented to the Municipal Planning Commission on October 3, 2019 where the following motion was made:

**MPC-19-10-138** **MOVED** by Beth Kappelar

*That the Municipal Planning Commission recommend to Council to approve Bylaw 1xxx-19 being a Land Use Bylaw Amendment to rezone Part of SE 02-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG", subject to public hearing input.*

**CARRIED**

### **OPTIONS & BENEFITS:**

Options are to pass, defeat or table first reading of the bylaw.

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

Current costs will consist of advertising the public hearing and adjacent landowner letters, which will be borne by the applicant.

### **SUSTAINABILITY PLAN:**

**Goal E26** That Mackenzie County is prepared with infrastructure and services for continually growing population.

### **COMMUNICATION/PUBLIC PARTICIPATION:**

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a rezoning notification sign on their property as per Mackenzie County Land Use Bylaw regulation.

**Author:**     K Racine     **Reviewed by:**     B Peters     **CAO:**

**POLICY REFERENCES:**

Not applicable at this time.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1156-19 being a Land Use Bylaw Amendment to rezone Part of SE 02-106-15-W5M from Agricultural "A" to Rural Industrial General "RIG", subject to public hearing input.

Author:     K Racine     Reviewed by:     B Peters     CAO:

**BYLAW NO. 1156-19**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Industrial 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 SE 02-106-15-W5M

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

READ a first time this \_\_\_ day of \_\_\_\_\_, 2019.

PUBLIC HEARING held this \_\_\_ day of \_\_\_\_\_, 2019

READ a second time this \_\_\_ day of \_\_\_\_\_, 2019.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2019.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

**BYLAW No. 1156-19**

**SCHEDULE "A"**

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

Part of SE 02-106-15-W5M within Mackenzie County be rezoned from Agricultural "A" to Rural Industrial – General "RIG".



FROM: Agricultural "A"

TO: Rural Industrial – General "RIG"

# LAND USE BYLAW AMENDMENT APPLICATION

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

COMPLETE ONLY IF DIFFERENT FROM APPLICANT

NAME OF APPLICANT <b>Richardson Pioneer Limited</b>		
ADDRESS <b>2800 One Lombard Pl</b>		
CITY/TOWN <b>Winnipeg, MB</b>		
POSTAL CODE (RES.) <b>R3B 0X8</b>	PHONE	BUS. <b>204.934.5128</b>

NAME OF REGISTERED OWNER <b>Nicky &amp; Margaret Wiebe</b>		
ADDRESS		
CITY/TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

**LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT**

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
<b>S. E. 1/4</b>	<b>2</b>	<b>106</b>	<b>15</b>	<b>5</b>				

**LAND USE CLASSIFICATION AMENDMENT PROPOSED:**

FROM: **Agricultural** TO: **Industrial**

**REASONS SUPPORTING PROPOSED AMENDMENT:**

**Proposal is to subdivide a 10 acre parcel from the south east corner of S.E. 1/4 Sec 2, Twp 106, Rge 15, W5M. This would be used for a Richardson Pioneer Crop Input Distribution Center consisting of an office, high speed fertilizer blender, AWSA seed and chemical storage warehouse. This would service area farmers for their Crop Input needs.**

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ **\$560** RECEIPT NO. **250051**

APPLICANT SIGNATURE \_\_\_\_\_ DATE **2019-10-01**

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

REGISTERED OWNER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: office@mackenziecounty.com  
www.mackenziecounty.com





**TRULY INVESTED**

**RICHARDSON**



# La Crete Greenfield

TRULY INVESTED

**RICHARDSON**

# Introduction

- Richardson International Ltd
- Proposed Facility
  - Siting
  - Equipment/Asset drawings
- Environment, Health and Safety

# Richardson International Limited

- Canada's largest, privately owned agribusiness and has served farmers across the country for more than 150 years.
- Has **over 1,700 employees** across Canada.
- A worldwide handler and merchandiser of all major Canadian-grown grains and oilseeds.
- Known for its expertise in grain handling, merchandising, logistics, crop inputs sales as well as oilseed processing and food service packaging.

*One of Canada's 50 Best Managed Companies*



# Richardson Pioneer

- **Richardson Pioneer Ag Business Centres are the largest privately owned grain handling network of efficient, modern high-throughput elevators with over 75 locations strategically located across Western Canada.**

**Richardson Pioneer handles all major grains including wheat, canola, barley, flax and oats.**



# Richardson Pioneer



# Greenfield Proposal

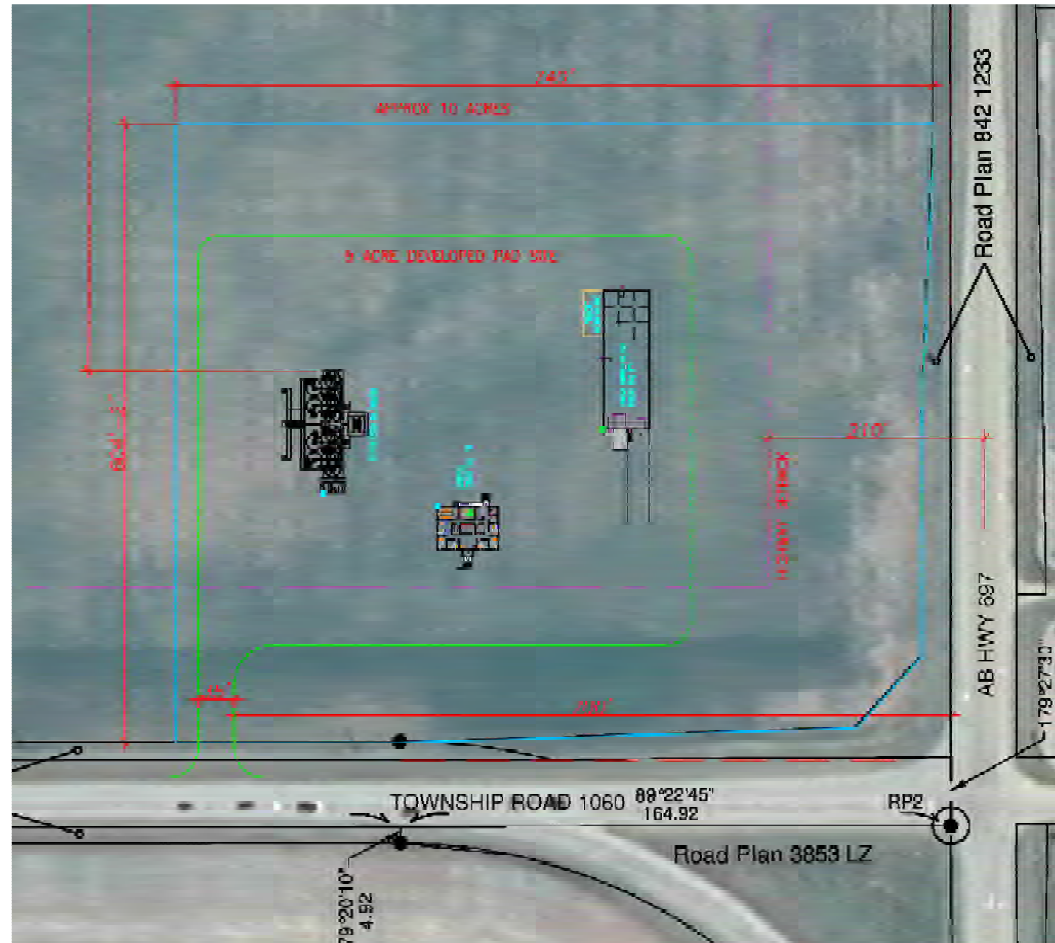
- We propose to construct the following:
- Office (2600 sq ft) – 5 private offices, Accessible washroom, board room, grain grading counter.
- Dry fertilizer blending – 2000 MT storage in metal bins, 200 MT/hr blending speed
- 6000 sq ft AWSA certified chemical storage shed.

TRULY INVESTED



**RICHARDSON**  
PIONEER

# Siting



- Intersection of AB Highway 697 and Township road 1060— land being considered



# Siting



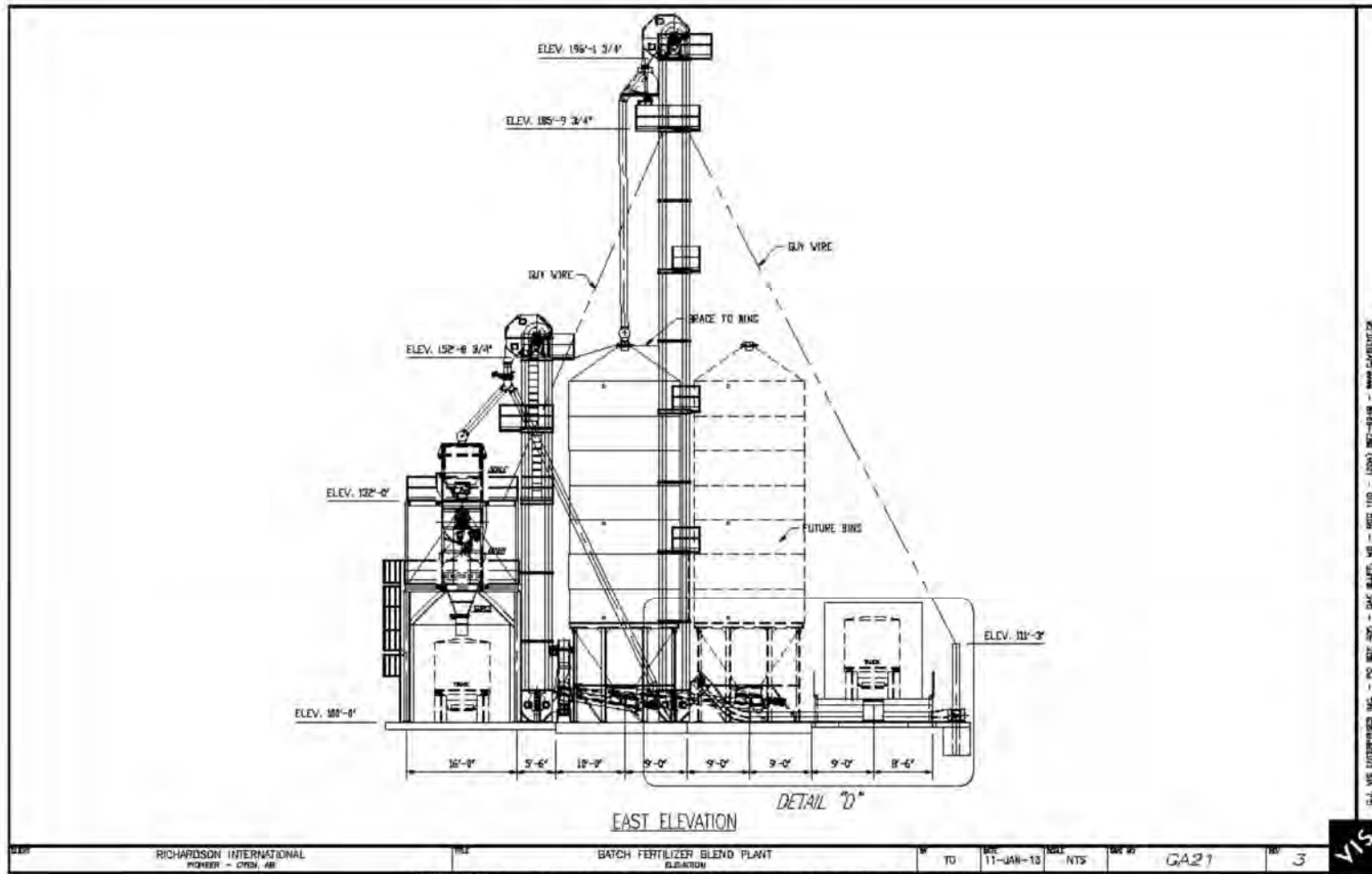
- Approx 1920' from La Crete Airport.
- Tallest structure ~105'







# Fertilizer Equipment



**TRULY INVESTED**



**RICHARDSON**  
**PIONEER**

# Finished Blender



TRULY INVESTED

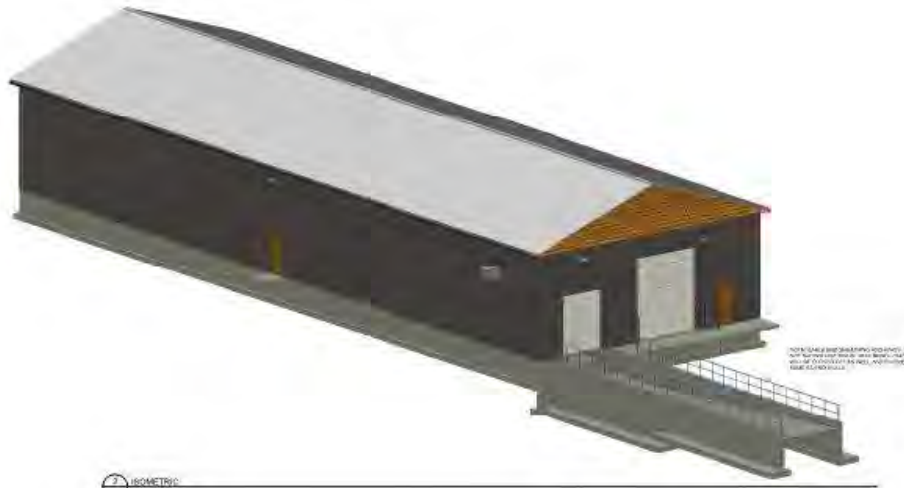


**RICHARDSON**  
PIONEER

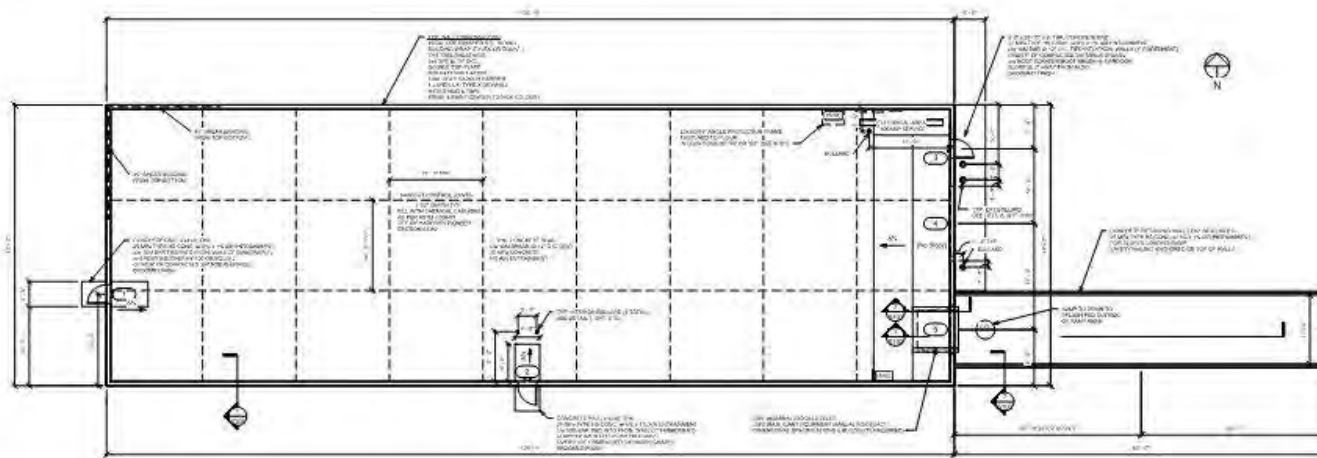
# AWSA Chemical Shed

6000 Sq ft building

- Agrichemical Warehousing Standards Association (AWSA) regulated and certified
- Storage only, no blending of chemical



ISOMETRIC



FLOOR PLAN



# Finished AWSA shed

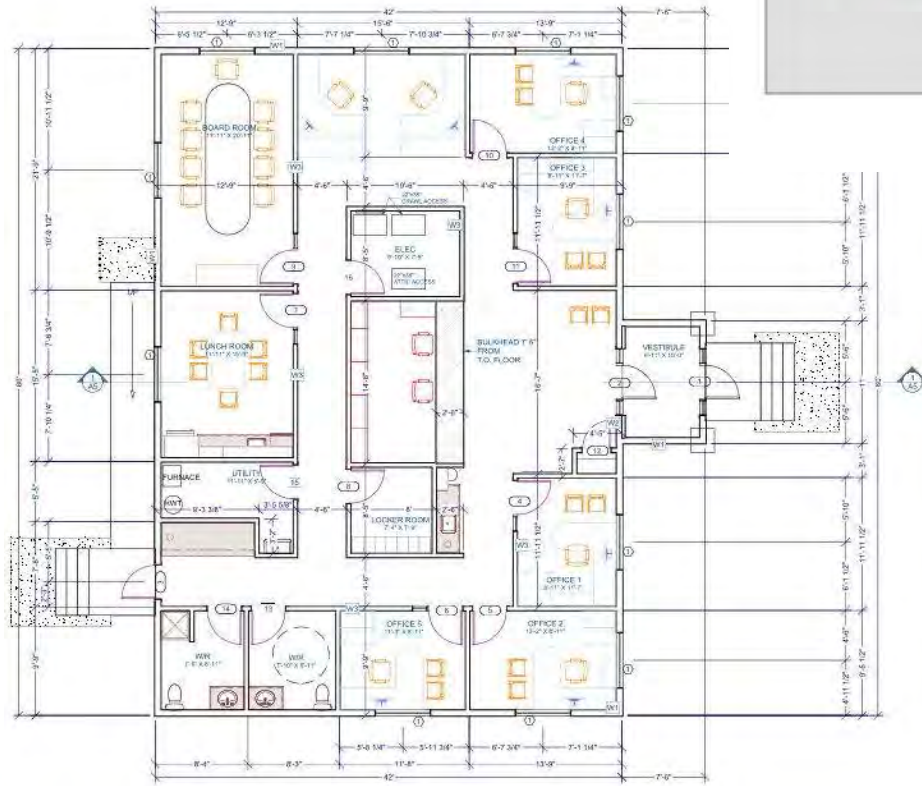


TRULY INVESTED



**RICHARDSON**  
PIONEER

# Office



- 2600 Sq ft.
- 5 private offices
- Boardroom/Training Room
- Grain grading equipment/area



# Finished Office



TRULY INVESTED



**RICHARDSON**  
PIONEER

# Environment, Health, Safety

- Richardson is committed to environment, health and safety, maintaining a safe work environment for personnel and limiting its impact on the communities in which it operates and incorporate a number of proactive practices within its business operation to limit/eliminate adverse human and environmental impacts.





# Environment, Health, Safety

- A number of engineering controls assist in the mitigation of impacts such as spill pads, enclosed conveyance systems, direct spouting, etc., each designed and incorporated to minimize/eliminate the escape of product particulate matter.
- AWSA regulations require concrete sealing.
- Spill containment barrier in building.



# Environment, Health, and Safety

- Richardson due diligence and housekeeping protocols specific to product handling and housekeeping require the timely attention to product spills so as to reduce/eliminate ground impacts.
- Richardson has Critical Task Procedures for Dry Fertilizer Spill Management.
- Richardson's Environmental Stewardship Program includes the proactive identification of environmental risk, active facility inspections, regular maintenance and housekeeping schedules, routine auditing and the repair and updating of assets on a regular basis.

TRULY INVESTED



**RICHARDSON**  
PIONEER

# Complete Site



# Thank You Questions?

**TRULY INVESTED**

**RICHARDSON**  
**PIONEER**



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 1157-19 Inter-municipal Collaborative Framework with Northern Sunrise County</b>

## BACKGROUND / PROPOSAL:

Administration met with the Northern Sunrise County on July 27, 2018 at their office to discuss the minimum requirements and options available for the Inter-municipal Development Plan (IDP) and the Inter-municipal Collaborative Framework (ICF).

Both municipalities agreed that a basic ICF would be sufficient considering that there are no shared services or private lands along the municipal boundaries and to apply for the IDP Exemption. The IDP Exemption was approved by Municipal Affairs on February 13, 2019.

The proposed Bylaw addresses all the items needed in order to meet the minimum requirements set forth by the Province of Alberta:

- Inter-municipal servicing agreements including delivery and by whom;
- An inventory of municipal services for each municipality such as transportation, water and wastewater, solid waste, emergency services, and recreation;
- Dispute Resolution Process;
- Inter-municipal Development Plan (Exemption);
- Any shared funding or revenue;
- Term of Review;
- Implementation date; and
- Transition Plan if considered.

The ICF must be adopted through a bylaw with matching content. ICF's are to be completed and adopted by April 1, 2020 and be submitted to Alberta Municipal Affairs within 90 days of their adoption.

Any additional agreements can be an appendix to the ICF agreement.

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

This bylaw will also be taken to the October 8, 2019 Northern Sunrise County Regular Council Meeting.

**OPTIONS & BENEFITS:**

Administration has no concerns with this request.

Options are to pass, defeat, or table the motion.

**COSTS & SOURCE OF FUNDING:**

There are no costs associated with this Inter-municipal Collaborative Framework (ICF) as Northern Sunrise County has engaged the consultant who wrote the ICF and provided direction therefore we will use the same document.

**SUSTAINABILITY PLAN:**

The Sustainability Plan insinuates that regional partnerships be built and maintained to advocate for northern Alberta.

**COMMUNICATION / PUBLIC PARTICIPATION:**

According to the Municipal Government Act, public engagement is not required for this bylaw.

The Mackenzie County Public Participation Policy ADM056, advises that Council has the option to either inform or consult the public on this topic.

Considering that this bylaw will not directly impact the public, informing the public should be sufficient.

In order to inform the public, the bylaw can be advertised in the paper and Facebook either before or after adoption.

**POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1157-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the Northern Sunrise County.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1157-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with Northern Sunrise County.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1157-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with Northern Sunrise County.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1157-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with Northern Sunrise County.

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**BYLAW NO 1157-19**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF ADOPTING THE**  
**INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN**  
**MACKENZIE COUNTY AND NORTHERN SUNRISE COUNTY**

**WHEREAS**, Section 708.28(1) of the *Municipal Government Act*, being Chapter M-26 of the Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded;

**WHEREAS**, Mackenzie County and Northern Sunrise County share a common border; and

**WHEREAS**, Mackenzie County and Northern Sunrise County have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

**WHEREAS**, the *Municipal Government Act (MGA)* stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each County, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

**NOW THEREFORE**, by mutual covenant of the Counties hereto it is agreed as follows:

**A. TERM AND REVIEW**

1. In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Counties.
2. This Framework may be amended by mutual consent of both Counties unless specified otherwise in this Framework.
3. It is agreed by the Counties that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.



**B. INTERMUNICIPAL COOPERATION**

1. The Councils of each County shall be the forum for reviewing the Intermunicipal Collaboration Framework.

**C. GENERAL TERMS**

1. Both Counties agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

**D. MUNICIPAL SERVICES**

1. Both Counties have reviewed the services offered to residents. Based on the review it has been determined that each County will continue to provide the following services to their residents independently:
  - a. Transportation
  - b. Water
  - c. Wastewater
  - d. Solid Waste
  - e. Emergency Services
  - f. Recreation

**E. FUTURE PROJECTS & AGREEMENTS**

1. In the event that either County initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating County's Chief Administrative Officer will notify the other County's Chief Administrative Officer in writing.

**F. DISPUTE RESOLUTION**

1. The Counties are committed to resolving any disputes in a non-adversarial, informal, and cost-efficient manner.
2. The Counties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the Counties agree that they shall undertake a process to promote the resolution of the dispute in the following order:
  - a. Negotiation;
  - b. Mediation, and
  - c. Binding arbitration.

4. If any dispute arises between the Counties regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the Counties shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included, the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
7. A party shall give written notice (“Dispute Notice”) to the other party of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the respective Councils shall meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the Chief Administrative Officers. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.
8. If the Counties cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
9. Either party shall be entitled to provide the other party with a written notice (“Mediation Notice”) specifying:
  - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
  - b. The nomination of an individual to act as the mediator.
10. The Counties shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
11. Where a mediator is appointed, the Counties shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Counties shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Counties.

12. In the event that:
  - a. The Counties do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice, or
  - b. The mediation is not completed within sixty (60) days after the appointment of the mediator; or
  - c. The dispute has not been resolved within ninety (90) days from the date of receipt of the Mediation Notice, either party may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
13. If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Counties may provide the other party with written notice ("Arbitration Notice") specifying: a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and b. the nomination of an individual to act as the arbitrator.
14. Within thirty (30) days following receipt of the Arbitration Notice, the other party shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating party or provide the name of one arbitrator nominated by that other party.
15. The Counties shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.
16. Should the Counties fail to agree on a single arbitrator within the prescribed time period, then either party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The *Arbitration Act* (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
19. The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
20. The arbitrator's decision is final and binding upon the Counties subject only to a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.

21. If the Counties do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, at their sole discretion, may solicit written submissions. If the arbitrator requests written submissions they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Counties.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Counties.

**G. CORRESPONDENCE**

Written notices under this bylaw shall be provided to the Mailing Addresses of each respective Municipality and Attention to the Chief Administrative Officers.

**SEVERABILITY PROVISION**

Should any provision of this bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

**EFFECTIVE DATE**

This bylaw comes into force and effect upon third reading by Council.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2019.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2019.

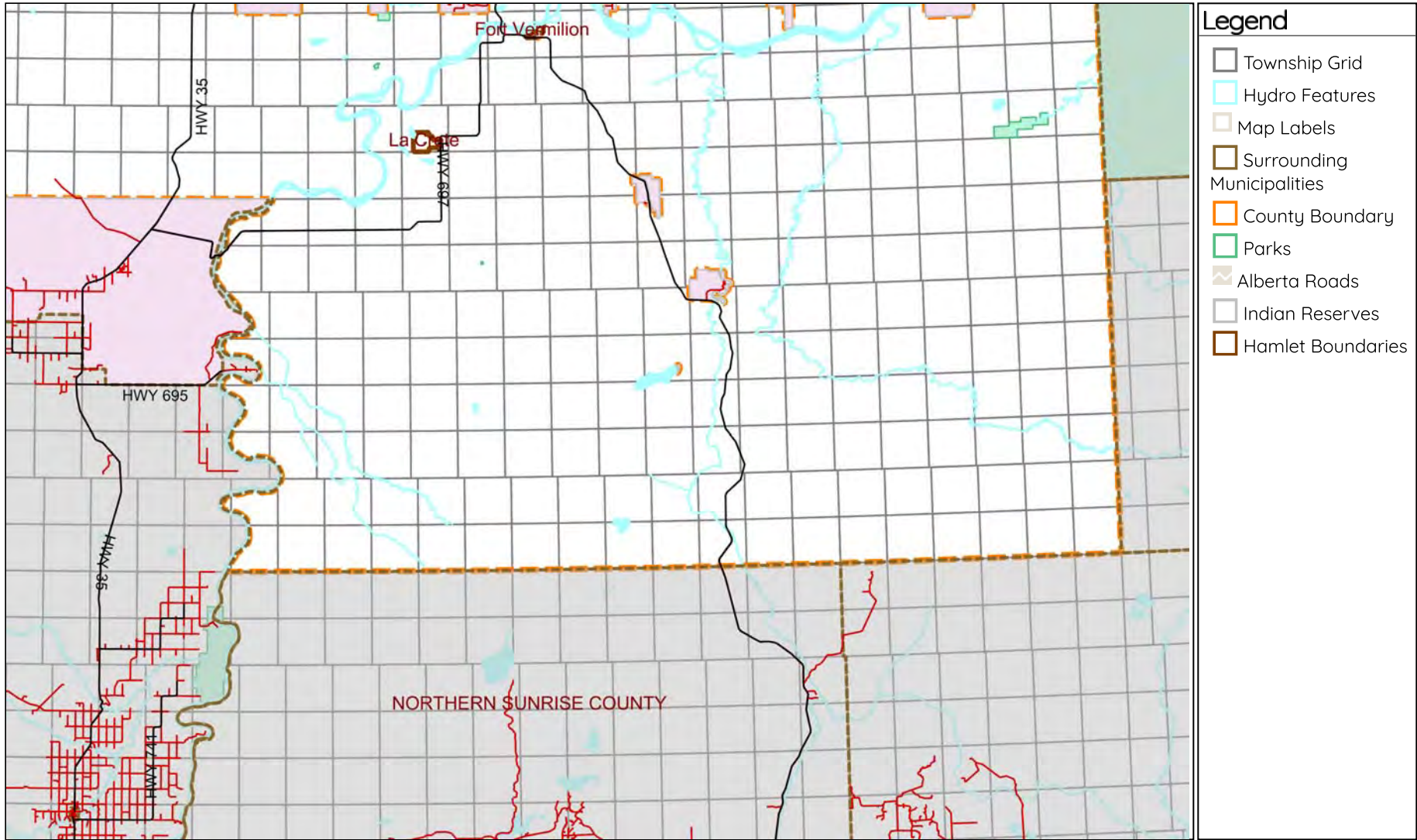
READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2019.

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Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer



- Legend**
- Township Grid
  - Hydro Features
  - Map Labels
  - Surrounding Municipalities
  - County Boundary
  - Parks
  - Alberta Roads
  - Indian Reserves
  - Hamlet Boundaries



**Mackenzie County**



Scale 1: 1,154,414



10 Mi  
10 Km

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Growing the North Conference Sponsorship</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County has previously been a sponsor of the annual Growing the North Conference in Grande Prairie at varying sponsorship levels. See attached sponsorship opportunities for the 2020 conference.

Mackenzie County was a Silver Sponsor in 2017 and 2018 and a Bronze Sponsor in 2019.

## **OPTIONS & BENEFITS:**

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

Grants to Other Organizations

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County sponsor the 2020 Growing the North Conference at a \_\_\_\_\_ sponsorship level with funding coming from the Grants to Other Organizations.

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



**From:** [Cindy Simigan](#)  
**Subject:** Growing the North Conference 2020  
**Date:** September 11, 2019 9:42:54 AM  
**Attachments:** [GTN Sponsorship package word 2020.docx](#)

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The Growing the North Conference will be held on February 19<sup>th</sup> & 20<sup>th</sup>, 2020 and the Grande Prairie & District Chamber of Commerce & the GTN Committee would like to take a moment to thank you for your past participation in our event as a sponsor.

Last year's Conference was another successful event and the continued success is partially due to the generosity of sponsors like you.

Many compliments were received on the event last year and included favorably the speakers, the venue and the expansion of information provided to our attendees. Your backing has helped make the Growing the North Conference event the success that it is.

As an expression of our gratitude for your continued support, we would like to offer your company first right of refusal on renewing your current level of sponsorship for the 2020 conference. There have been some minor adjustments to the sponsorship levels, refer to the attached sheet for the updated details.

Sponsorships will be made available to other interested parties on October 15<sup>th</sup>, 2019. Please let us know before that date if you would like to take advantage of this offer.

Thank you for your continued support of our endeavors and we look forward to working with you and your team at future events.

Sincerely,

Cindy Simigan

Events Manager

Grande Prairie &

District Chamber of Commerce

127 11330 106 street

Grande Prairie, AB T8V 7X9

780 532 5340

Cindy Simigan  
Events Manager  
127, 11330-106 Street  
Grande Prairie, Alberta  
T8V 7X9  
780-532-5340  
[cindy@gpchamber.com](mailto:cindy@gpchamber.com)



# SPONSORSHIP PACKAGE DETAILS

**CONFERENCE FEBRUARY 19<sup>th</sup> & 20<sup>th</sup>, 2020 EVERGREEN PARK**  
**[www.growingthenorth.com](http://www.growingthenorth.com)**

<p><b>Platinum Sponsorship: \$10,000</b></p> <ul style="list-style-type: none"> <li>• 8 complimentary registrations</li> <li>• Opportunity to introduce your company to the delegates (up to 5 minutes)</li> <li>• Showcase display space in Grand Hallway</li> <li>• Acknowledgement in delegate package</li> <li>• Acknowledgement on web site</li> </ul> <p>Example: Sponsored Speaker, Delegate Gift Sponsor</p>
<p><b>Gold Sponsorship: \$5,000</b></p> <ul style="list-style-type: none"> <li>• 4 complimentary registrations</li> <li>• Showcase display space in Grand Hallway</li> <li>• Acknowledgement in delegate package</li> <li>• Acknowledgement on web site</li> </ul>
<p><b>Silver Sponsorship: \$2,500</b></p> <ul style="list-style-type: none"> <li>• 2 complimentary registrations</li> <li>• Showcase display space in Grand Hallway</li> <li>• Acknowledgement in delegate package</li> <li>• Acknowledgement on web site</li> </ul>
<p><b>Bronze Sponsorship: \$1,500</b></p> <ul style="list-style-type: none"> <li>• 1 complimentary registration</li> <li>• Showcase display space in Grand Hallway</li> <li>• Acknowledgement in delegate package</li> </ul> <p>Example: Networking draw item i.e. iPad as determined by host committee, Youth Sponsor (3 youth attendees to attend conference)</p>
<p><b>Other Sponsorship Opportunities</b></p> <p><b>Valued Contributor In-Kind Donations (Door prize)</b></p> <ul style="list-style-type: none"> <li>• Acknowledgement in delegate package</li> </ul>

**For more information, please contact Cindy Simigan  
 by phone 780-532-5340 or email [cindy@gpchamber.com](mailto:cindy@gpchamber.com)**





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative Services</b>
<b>Title:</b>	<b>Mackenzie Ski Hill Society – Letter of Support</b>

## **BACKGROUND / PROPOSAL:**

The Mackenzie Ski Hill Society is requesting a letter of support, including the County’s funding commitment, for their Community Facility Enhancement Program Grant in order to continue development of the ski hill. The next phases of development include constructing the access road, completing geotechnical investigations, completing detailed site and run analysis, begin to clear ski runs, construct maintenance building and basic chalet and establish a lift.

On September 25, 2017 Council made the following motion to assist the Society with in-kind funding support for a portion of the road construction costs.

**MOTION 17-09-650**      **MOVED** by Councillor Bateman

That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.

**CARRIED UNANIMOUSLY**

Due to the timing of the grant submission a letter of support was provided to the Mackenzie Ski Hill Society subject to grant funding. A copy of the letter is attached for Council information.

## **OPTIONS & BENEFITS:**

Author: BP      Reviewed by: CG      CAO: \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

The County’s endeavor to assist (in-kind) funding support is outlined as follows:

	Estimated Cost
Provision of survey to delineate the property boundaries	\$12,000.00
Review and recommendation of surface water	\$5,000.00
Supply and application of surfacing gravel	\$150,000.00
Supply of culvert materials (including bridge)	\$95,000.00
Installation of culverts that exceed 600 mm in diameter or where the twinning of any 600 mm culvert or greater is required	\$35,000.00
	\$297,000.00
Contingency (10%)	\$29,700.00
<b>Endeavour to Assist – Total Cost</b>	<b>\$326,700.00</b>

Costs will be included in the 2020 operating budget, contingent on grant funding.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

PW039 Rural Road Access Construction and Surface Water Management

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the letter of support provided to the Mackenzie Ski Hill Society for their Community Facility Enhancement Program Grant for continued ski hill development with a municipal in-kind funding contribution of \$326,700.00 be approved for funding.

Author: BP      Reviewed by: CG      CAO: \_\_\_\_\_

Mackenzie Ski Hill Society  
Box 58  
La Crete, AB  
T0H 2H0

September 18, 2019

Mackenzie County  
Box 640  
Fort Vermilion, AB  
T0H 1N0

Dear Council:

We will be applying for a Community Facility Enhancement Program Grant Large Funding Stream for 50% of our proposed 2020 development costs to continue the development of the ski hill. The grant deadline is October 1, 2019. We would like to request a Support Letter from Mackenzie County to support our application.

The society has now successfully obtained the required environmental approvals and leases for the roadway and ski hill. Additionally, the access road into the site has been cleared. Development costs for the ski hill are considerable and in order to move the project along as quickly as possible the committee is applying for \$1 million in matching funding from CFEP. It is anticipated that a successful application will allow us to complete the following work:

- complete construction of the access road
- complete geotechnical investigations
- complete detailed site and run analysis
- begin to clear and mark ski runs
- construct a maintenance building and basic chalet
- install power to site
- establish a ski lift

In addition to the above noted work, a detailed safety plan, staff/volunteer recruitment and training, and a marketing plan are items that plan to be completed in 2020.

If you have any questions please feel free to contact me at (780) 821-3278 or [mackenzieskihill@gmail.com](mailto:mackenzieskihill@gmail.com), or the committee chair, Dave Schellenberg, at (780) 841-2894.

Sincerely,

Byron Peters  
Secretary/Treasurer





## Mackenzie County

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

September 23, 2019

Community Facility Enhancement Program  
Culture and Community Spirit  
Suite 212, 17205 – 106A Avenue  
Edmonton, AB  
T5S 1M7

To whom it may concern:

**RE: MACKENZIE SKI HILL SOCIETY – SEPTEMBER 2019 CFEP GRANT APPLICATION**

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support for the proposed 2020 development projects of the Mackenzie Ski Hill Society as it pertains to their Community Facility Enhancement Program grant application.

The Society has the directors, vision, and staff to ensure projects are carried out. They have successfully navigated the challenging regulatory process to obtain the leases and approvals to construct a ski hill, and the site development has begun. The Society is looking to complete construction of the access road, complete geotechnical investigations, complete detailed site and run analysis, begin to clear ski runs, construct a maintenance building and basic chalet and establish a lift.

Mackenzie County has committed to assist the Society with in-kind support for costs associated with road construction (including surveying, gravel, culvert/bridge materials and installation, and surface water review). These costs are valued at approximately \$326,700.00, subject to the Society being successful in their grant application.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or Len Racher, Chief Administrative Officer, at (780) 927-3718.

Yours sincerely,

Joshua Knelsen  
Reeve





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Proposed Fire Salvage Plan and Community Management Zone – Tolko, Norbord, La Crete Sawmills</b>

## **BACKGROUND / PROPOSAL:**

See attached Proposed Fire Salvage Plan and Community Management Zone from Tolko, Norbord, and La Crete Sawmills.

They are accepting comments/concerns up to October 15, 2019.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Proposed Fire Salvage Plan and Community Management Zone from Tolko, Norbord, and La Crete Sawmills be received for information.

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

**Tolko, Norbord and LaCrete Sawmills Proposed Fire Salvage Plan 2019/2020 and the Community Management Zone**

---

This letter is being sent to you as a follow up to the notification you received in April about the Forest Industry Open House & Information Sessions.

Due to fire activity this year, Tolko Industries Ltd., Norbord Inc., and La Crete Sawmills Ltd. (the Companies) are in the process of submitting a Fire Salvage Plan for timber effected by the Chuckegg and Jackpot fires on FMA0200040. The submission of a Fire Salvage Plan is a requirement of the Alberta Government to provide detailed information on harvesting, temporary road development, and watercourse crossings. Proposed harvest activities in this Fire Salvage Plan are scheduled to occur in the fall of 2019 and conclude by April 30 of 2020. Harvesting operations on the FMA will be limited to these areas except for harvesting in the Wadlin 1 and 2 compartments.

Fire salvage operations must follow Forest Management Branch Directive No. 2007-01 which requires that areas of unburned (green) timber greater than 4 ha in size are to be maintained. The directive also requires 25% of the burned forest be left including 10% of the merchantable timber within the cut blocks.

The attached maps show the areas the Companies will be targeting for fire salvage. If you have a concern with any of the proposed operations the Companies would appreciate hearing about these concerns prior to October 15, 2019.

Please contact Paul Hewitt via email at [Paul.Hewitt@tolko.com](mailto:Paul.Hewitt@tolko.com) or phone at (780) 926-8992 of Tolko Industries to discuss this matter further

*Sincerely,*



---

**Paul Hewitt, RPF**  
Operations Forester – Planning

**Tolko Industries Ltd. High Level Lumber  
Division**

11401 92 Street  
High Level, AB T0H 1Z0  
Phone: 780 926 8992  
Fax: 780 926 4773  
Email: [paul.hewitt@tolko.com](mailto:paul.hewitt@tolko.com)

## Jackpot Creek Fire

### Fire Salvage Plan Notification

# FMA 0200040

#### Proposed Operations:

##### Target Areas

##### Landbase / Harvest Priority

- Conifer - High/Medium Priority
- Conifer - Low Priority
- Totally Destroyed (none)
- Deciduous - High/Medium Priority

##### Merch Stands: Secondary Priority

##### Landbase

- Conifer
- Deciduous
- Fire Boundary
- Access: Main Haul Planning

⊗ Access: Dozer Guard

Areas of green timber >4ha will not be harvested. 25% of the damaged timber is required to be left undisturbed. Within each cutblock 10% of the timber is required to be left standing.

#### Existing Forestry Data:

Mill Site

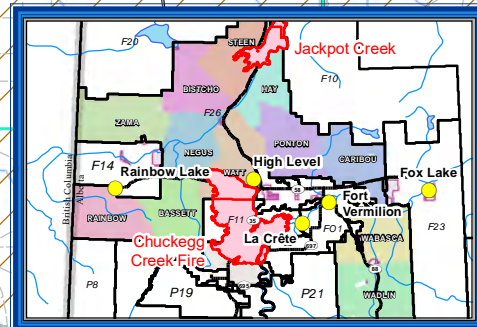
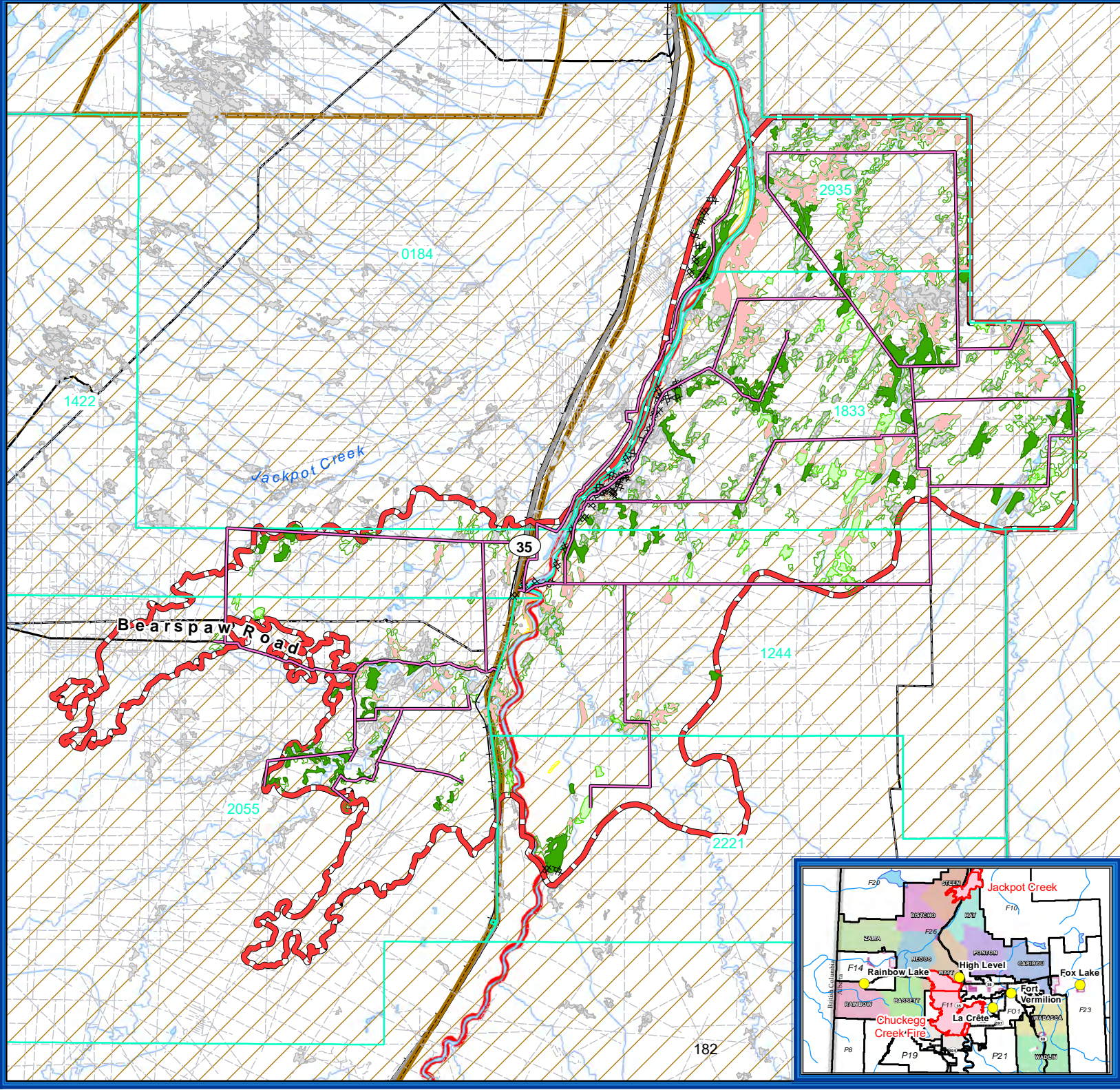
#### Base Data:

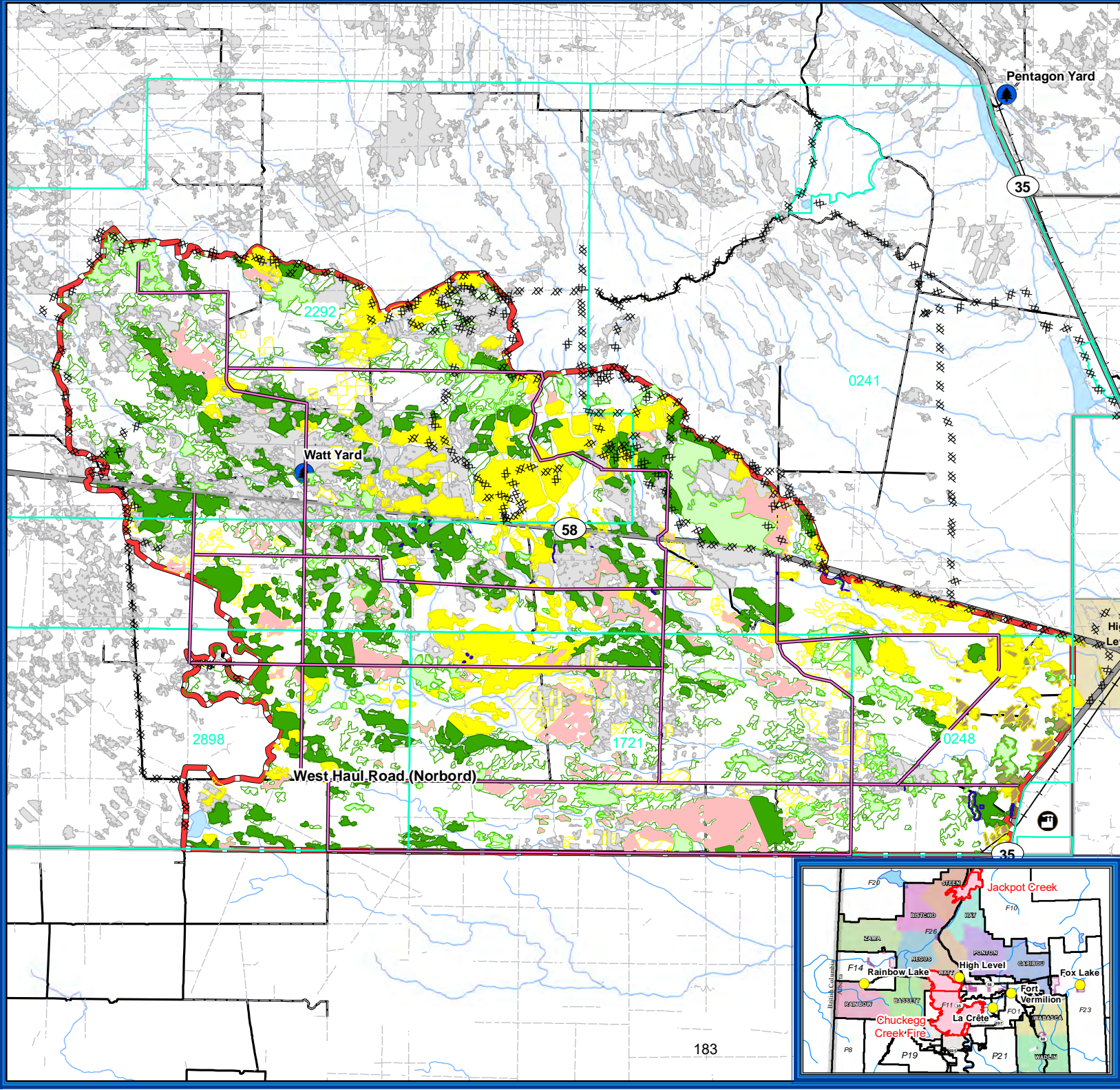
- Populated Area
- Forest Management Unit
- Highway
- Town
- Cutlines & Trails
- Streams
- Railway
- Waterbody

## 1:245,000



Map Created: 9/10/2019 | Created By: HewittPR  
 File: 2019\_Fire\_Salvage\_Stakeholder\_Map  
 TOLKO Industries Ltd - Woodlands Office  
 780.926.3781 | 11401 - 92nd Street  
 High Level, AB | T0H 1Z0  
 This material and its contents may not be used, duplicated, communicated, disclosed in whole or in part, except with the express written permission of TOLKO Industries Ltd.







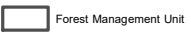






## Chuckegg Creek Fire

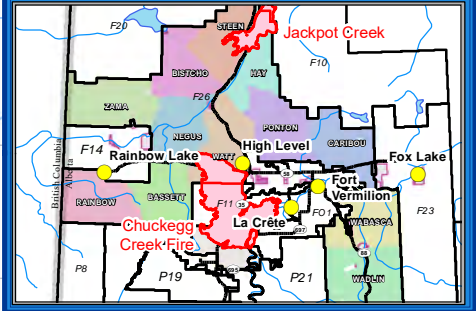
### Fire Salvage Plan Notification

# FMA 0200040

- Proposed Operations:**
- Target Areas**
- Landbase / Harvest Priority**
- Conifer - High/Medium Priority
  - Conifer - Low Priority
  - Totally Destroyed (none)
  - Deciduous - High/Medium Priority
- Merch Stands: Secondary Priority**
- Landbase**
- Conifer
  - Deciduous
  - Fire Boundary
  - Access: Main Haul Planning
  - X Access: Dozer Guard

Areas of green timber >4ha will not be harvested. 25% of the damaged timber is required to be left undisturbed. Within each cutblock 10% of the timber is required to be left standing.

- Existing Forestry Data:**
-  Mill Site
- Base Data:**
-  Populated Area
  -  Forest Management Unit
  -  Highway
  -  Town
  -  Cutlines & Trails
  -  Streams
  -  Railway
  -  Waterbody



**1:230,000**

Map Created: 9/10/2019 | Created By: HewittPR  
 File: 2019\_Fire\_Salvage\_Stakeholder\_Map

TOLKO Industries Ltd - Woodlands Office  
 780.926.3781 | 11401 - 92nd Street  
 High Level, AB | T0H 1Z0

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Region 6 Metis Nation of Alberta Annual General Meeting</b>

**BACKGROUND / PROPOSAL:**

See attached request by the Region 6 Metis Nation of Alberta to attend their Annual General Meeting on October 19, 2019 in Peace River.

**OPTIONS & BENEFITS:**

The Indigenous Liaison Committee Terms of Reference approved external activities includes engagement opportunities with local Indigenous Communities with a follow-up report to Council.

**COSTS & SOURCE OF FUNDING:**

Honoraria - \$480.00  
 Travel Expenses - \$800.00

*Funds are available in the 2019 General Operating Budget. Note that the Terms of Reference was amended to include external activities in April 2019, however no budget amount was assigned for these activities.*

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

Bylaw 1135-18 Honorariums and Expense Reimbursement  
Indigenous Liaison Committee Terms of Reference

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

The Councillor \_\_\_\_\_ be authorized to attend the Region 6 Metis Nation of Alberta to attend their Annual General Meeting on October 19, 2019 in Peace River and that a follow-up report be provided to Council.

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



# Region 6 Métis Nation of Alberta

*Investing in our People*

9621-90 Avenue, Peace River, AB. T8S 1G8

Ph: 780-624-4219 Fax: 780-624-3477 1-800-668-5319

September 18<sup>th</sup>, 2019

Councillor Eric Jorgensen  
Ward 6  
Mackenzie County  
4511-46 Avenue  
PO Box 640  
Fort Vermilion, AB  
T0H1N0

Dear Mr. Jorgensen:

**Re: Métis Nation of Alberta Region 6 Annual General Meeting**

On behalf of the Métis Nation of Alberta Region 6, I am pleased to extend an official invitation to you to attend our Annual General Meeting. This year's meeting is being held in Peace River, Alberta at the Misery Mountain Ski Chalet, 10408 – 98 Street, on October 19<sup>th</sup>, 2019 beginning at 9:00 am.

Please contact myself Carol Ridsdale at (780) 618-8046 or via email [cridsdale@metis.org](mailto:cridsdale@metis.org) or to my Executive Administrative Assistant Tricia Frank at (780) 624- 4219 or via email [tfrank@metis.org](mailto:tfrank@metis.org) to confirm your attendance.

We look forward to seeing you there.

Sincerely,

Carol Ridsdale  
President  
Metis Nation of Alberta Region 6





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Lenard Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Policy ADM042</b>

**BACKGROUND / PROPOSAL:**

Policy ADM042 General Safety Policy was reviewed by the Joint Health and Safety Committee (JH&S) on September 19, 2019 and a recommendation was submitted to the CAO. The suggested amendments were brought forward from the Certificate of Recognition Audit on April 15, 2019 that reflect the updated legislative requirements. Administration is requesting that the following amendments be approved as identified in the attached policy.

**OPTIONS & BENEFITS:**

These amendments ensure that Mackenzie County’s General Safety Policy reflects the initiatives of Mackenzie County’s Safety Program which include the updated legislative requirements.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Policy ADM042 General Safety Policy be amended as presented.

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

## Mackenzie County

<b>Title</b>	<b>GENERAL SAFETY POLICY</b>	<b>Policy No:</b>	<b>ADM042</b>
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### **Purpose**

Mackenzie County is committed to health and safety by providing a safe work place for its employees by incorporating and enforcing safe working conditions and practices. Mackenzie County has the organizational commitment to the physical, psychological and social well-being of all employees.

The purpose of this policy is to ensure that the health and safety are given primary importance in planning and operating municipal activities in order to protect employees against hardship and suffering caused by work related injuries.

### **Policy Statement**

1. Every employee is entitled to work under the safest possible conditions, and every reasonable effort shall be made to provide for the safe and healthy working conditions and to eliminate hazards that can cause injury to workers or damage to property or equipment.
2. Management is responsible for the promotion of safety and the education of all employees.
3. Each individual employee is responsible for the success of the health and safety program and will cooperate with supervisors to this end.

### **Procedure:**

A safe and healthy work environment is a goal everyone shares. For that reason the Occupational Health and Safety Act is an important piece of legislation which was passed to protect employer, management and workers. The Act provides minimum standards within which the County, Management, Supervisors, Employees and Contractors must work together to keep the work site safe and free from health hazards.

All employees shall adhere to the guidelines defined in the Mackenzie County Employee Safety Handbook. If a contradiction between policy and procedures arises, the County Chief Administrative Officer shall resolve the issue by approving amendments to procedures or recommending changes to policy.

**RESPONSIBILITIES OF COUNCIL, MANAGEMENT, DEPARTMENT HEADS,  
EMPLOYEES & THE JOINT HEALTH & SAFETY COMMITTEE**

**Council:**

To encourage a healthy and safe work place by:

- a) providing the necessary funding for safety related programs, equipment and clothing;
- b) approving the appropriate policies.

**Chief Administrative Officer and Directors:**

- To provide information, instructions, and assistance to all supervisory staff in order to protect the health and safety of all employees.
- To provide all supervisory staff with an understanding of the Mackenzie County Occupational Health & Safety Program as well as relevant occupational health and safety legislation.
- To ensure that supervisors and employees are aware of and adhere to policy and procedures regarding the care and maintenance of buildings, equipment, vehicles, tools and personal protective equipment.
- To approve ongoing training programs and first aid courses.
- To participate in formal worksite inspections.
- To review incident and near miss reports and provide direction and/or comments.
- To act as a liaison between employees, supervisors, the Joint Health & Safety Committee and the County Council.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

**Supervisors:**

- To understand and enforce the Mackenzie County Occupational Health & Safety Program.
- To ensure that employees are trained and demonstrate competency in the operation, care and maintenance of vehicles and equipment.
- To review with employees all Hazard Assessments pertinent to their department and highlight any potential dangers and how to isolate, prevent and remove them.



- To complete all incidents or near miss reports immediately, to assist in the investigation of all incidents and near miss reports and to advise management on how to prevent similar accidents in the future.
- To carry out regular inspections of the work place to ensure a safe and healthy environment.
- Co-operate with OH&S and provide any information requested during an investigation.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

### **Employee:**

- To read, understand and comply with the Mackenzie County Safety Employee Handbook, safety policy, directives, safe work practices, and Occupational Health and Safety procedures and rules.
- To use the safety equipment and personal protective devices and clothing required by regulations and the County.
- To notify their supervisor of any unsafe conditions or acts that may be of danger to other workers or themselves.
- To notify Management if a hazard is not rectified.
- To report all accidents and injuries in writing to their supervisor as soon as possible.
- To take precautions to protect the safety of other workers and themselves.
- If asked to do work that he/she believes poses imminent danger to himself/herself or others, refuse to do it and
  - 1) immediately notify Supervisor
  - 2) explain reason
  - 3) if Supervisor does not agree, contact Management.
- Co-operate with OH&S and provide any information requested during an investigation.

### **Contractors**

- Where a contractor is HIRED BY the County and is not designated as a “Prime Contractor” by contract, they shall abide by the County Safety Policies as if they were a direct employee.

- The contractor shall use safety equipment and personal protective devices and clothing required by regulations and the County.
- The contractor shall notify the responsible County employee of any conditions of concern.
- The contractor shall report all incidents, near misses and injuries in writing to the responsible County employee as soon as possible.
- The contractor shall take precautions to protect the safety of other workers and themselves. If asked to do work that the contractor believes is imminent danger to himself/herself or others, refuse to do it and:
  - notify responsible County employee,
  - explain reason,
  - if responsible employee does not agree, contact the Director of that department or the Chief Administrative Officer.
- All contractors, non-prime and commenced equipment operators/contractors must obtain, read and understand the contents of Mackenzie County's "Contractor Safety Handbook" and complete the Field Hazard Assessment/Tailgate Safety Meeting Form.
- Failure to meet the requirements of Mackenzie County's Health & Safety Program may result in the following disciplinary actions:
  - 1) Verbal warning will be given to the contract owner or representative.
  - 2) Written warning will be given to the contract owner or representative.
  - 3) Termination of contract.

### **Visitors**

- All visitors must comply with the Mackenzie County Health & Safety Program.

### **Joint Health & Safety Committee**

The Committee shall be comprised of a minimum of three members from Management and three employee representatives appointed by the Union (Article 28.01).

The objectives of this Committee are to:

- a) encourage the County and all its employees to work together in the identification and evaluation of health and safety concerns.
- b) recommend solutions to unsafe procedures and health threats.

- c) provide a recommended General Safety Policy.
- d) review the incident reports and make recommendations to the Chief Administrative Officer.
- e) maintain Mackenzie County's Safety Program.
- f) **meet minimum legislated requirements.**

This Committee will meet at least ten (10) times a year. All meetings are open to all employees and minutes will be prominently posted and filed as required by legislation. This Committee will report to the Chief Administrative Officer.

This policy shall be reviewed and signed off annually by the Chief Administrative Officer.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	25-Jul-03	03-403
<b>Amended</b>	15-Jan-13	13-01-030
<b>Amended</b>	26-Mar-14	14-03-175
<b>Amended</b>	29-Jul-15	15-07-497
<b>Amended</b>	08-Mar-16	16-03-157
<b>Amended</b>		

CAO Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Community Services Committee meeting minutes of September 4, 2019 be received for information.

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

**MACKENZIE COUNTY**  
**Community Services Committee Meeting**

**September 4, 2019**  
**10:00 AM**

**Town of High Level Meeting Room & Hutch Lake Tour**  
**High Level, Alberta**

**PRESENT:**

Lisa Wardley	Chair
Josh Knelsen	Reeve
Peter Braun	Councillor
David Driedger	Councillor

**ADMINISTRATION:**

Byron Peters	Deputy CAO/Director of Planning & Development
Dave Fehr	Director of Operations
Liane Lambert	Public Works Officer/Recording Secretary

**ABSENT:**

Cameron Cardinal	Councillor/Vice-Chair
Len Racher	Chief Administrative Officer
Doug Munn	Director of Community Services
Don Roberts	Zama Site Manager

Minutes of the Community Services Committee meeting for Mackenzie County held on September 4, 2019 at Meeting Room 1 in the Town of High Level Office.

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

Chair Lisa Wardley called the meeting to order at 10:04 a.m.

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

**MOTION CS-19-09-147 MOVED** by Councillor Braun

That the agenda be accepted as amended.

**CARRIED**

**MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the August 7, 2019 Community Services Committee Meeting**

**MOTION CS-19-09-148 MOVED** by Councillor Driedger

That minutes of the August 7, 2019 Community Services

Committee meeting be accepted as presented

**CARRIED**

**OLD BUSINESS**

**4. a) Hutch Lake 10 Year Plan**

**MOTION CS-19-09-149 MOVED** by Councillor Knelsen

That Hutch Lake 10 Year Plan be Tabled until after the site visit.

**CARRIED**

**NEW BUSINESS:**

**5. a) Street Scape Committee**

**MOTION CS-19-09-150 MOVED** by Reeve Knelsen

That the Street Scape Committee Terms of Reference be referred to Council with recommended amendments.

**CARRIED**

**NEW BUSINESS:**

**5. b) Long Term lots at Wadlin**

**MOTION CS-19-09-151 MOVED** by Councillor Braun

That the discussion on the Long Terms Lots be accepted as for information

**CARRIED**

**NEW BUSINESS:**

**5. c) Jubilee Park Planting Proposal**

**MOTION CS-19-09-152 MOVED** by Councillor Braun

That Community Services proceeds with the Tree Planting Plan after public consultation with Stakeholders.

**CARRIED**

**ADDITIONS:**

**6 a) Fort Vermilion River Welcome Sign**

**MOTION CS-19-09-153 MOVED** by Councillor Driedger

That the Fort Vermilion River Sign be replaced with the funds from the Peace River Flood DRP. The sign shall containing the same information as the old sign and is to be mounted to the lower portions of the lookout deck.

**CARRIED**



**NEXT MEETING DATE: 7. a) Meeting Dates**

Next meeting shall be changed from October 2, 2019 to October 9, 2019 at 10:00am

**Chair Wardley recessed the meeting at 11:35 a.m. and reconvened at 12:45 p.m.**

**Hutch Lake Site Tour**

**OLD BUSINESS**

**4. a) Hutch Lake 10 Year Plan**

**MOTION CS-19-09-154 MOVED** by Councillor Knelsen

That Hutch Lake 10 Year Plan Site map be amended as discussed.

**CARRIED**

**ADJOURNMENT:**

**8. a) Adjournment**

**MOTION CS-19-09-155 MOVED** by Councillor Braun

Meeting was adjourned at 12:55 p.m.

**CARRIED**

These minutes will be presented to the Community Services Committee for approval on October 9, 2019.

---

Lisa Wardley, Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the September 12, 2019 Municipal Planning Commission meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of September 12, 2019 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, September 12, 2019 @ 10:00 a.m.**

**PRESENT:**

Erick Carter	Chair, MPC Member
Beth Kappelar	Vice Chair, MPC Member
John W Driedger	MPC Member
Jacque Bateman	Councilor, MPC Member
David Driedger	Councilor, MPC Member

**ADMINISTRATION:**

Byron Peters	Deputy Chief Administrative Officer
Kristin Racine	Planner
Lynda Washkevich	Development Officer
Nicole Friesen	Administrative Assistant/Recording Secretary

**MOTION**

**1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:01 a.m.

**2. ADOPTION OF AGENDA**

**MPC 19-09-123**

**MOVED** by David Driedger

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 19-09-124**

**MOVED** by John W Driedger

That the minutes of the August 22<sup>nd</sup>, 2019 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

None.

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- a) 167-DP-17 Bernhard & Eva Stoesz (Time Extension)  
Home Based Business Minor (Fabric Store)  
in "H-R1A"  
Plan 032 3177, Block 6, Lot 4 (La Crete)**

**MPC 19-09-125**

**MOVED** by John W Driedger

That a time extension for 167-DP-17 on Plan 032 3177, Block 6, Lot 4 in the name of Bernhard & Eva Stoesz be granted to expire on September 18, 2021.

**CARRIED**

- b) 176-DP-17 Sarah & David Wieler (Time Extension)  
Home Based Business Medium (Greenhouse)  
in "RCR3"  
Plan 062 7138, Block 3, Lot 18 (La Crete)**

**MPC 19-09-126**

**MOVED** by John W Driedger

That a time extension for 176-DP-17 on Plan 062 7138, Block 3, Lot 18 in the name of Sarah & David Wieler be granted to expire on September 18, 2021.

**CARRIED**

- c) 166-DP-19 Henry Fehr  
Dwelling-Single Family-Addition (14'x 28') in "UF"  
NE 5-106-15-W5M (La Crete)**

**MPC 19-09-127**

**MOVED** by Beth Kappelar

That Development Permit 166-DP-19 on NE 5-106-15-W5M in the name of Henry Fehr be APPROVED with the following conditions:

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

- 1. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any**

**road allowances and 15.24 meters (50 feet) from any other property lines**

2. **The Dwelling– Single Family Addition shall meet all Alberta Safety Code 2014 requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. The Addition shall be constructed and finished with similar construction materials as the existing Building to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the existing Building and Addition shall be similar in appearance and color.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
6. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the

development of the lands.

**CARRIED**

**d) 178-DP-19 Joyse Jose (Wind Therapeutic Massage)  
Home Based Business Minor (Massage) in “H-R1”  
Plan 2938RS, Block 4, Lot 8 (Fort Vermilion)**

**MPC-19-09-128**

**MOVED** by John W Driedger

That Development Permit 178-DP-19 on Plan 2938RS, Block 04, Lot 08 in the name of Joyse Jose be APPROVED with the following conditions:

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

1. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business, Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3252.**
3. **This development permit expires September 18, 2021. Should the Home Based Business, Minor still be in operation, a development permit time extension will be required.**
4. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
5. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
6. **The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.**



7. The Municipality has assigned the following address to the noted property (**4802 – 46<sup>th</sup> Avenue**). You are required to display the address (**4802**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
10. The sign shall not be placed within the Road Right of Way.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
13. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
14. Wiring and conduits of any signs must be concealed from view.
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

6. **SUBDIVISIONS**

a) **34-SUB-19 Lakeside Real Estate Inc.  
20.59 Acre Subdivision in "RIG"  
NE 11-106-15-W5M (East La Crete)**

**MPC 19-09-129**

**MOVED** by Jacquie Bateman

That Subdivision Application 34-SUB-19 in the name of Lakeside Real Estate Inc. on NE 11-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a five (5) lot subdivision.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
  - d) **Provision of a storm water management plan for the whole quarter section. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - e) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at the Developers expense, such construction of roads to serve the lots to be created by the subdivision;
  - f) The developer is responsible for submitting a concept plan that includes road widening, Right-of-Ways, Municipal Reserve to the County for review.
  - g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie

County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Rural Road, Access Construction and Surface Water Management Policy No. PW039;

- h) Engineered signage package, Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- i) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- j) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- k) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- l) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- m) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$13,000 per acre. Municipal reserve is charged at 10%, which is \$1,300 per subdivided acre. **20.59 acres times \$1,300 equals \$26,767.**
- n) **The Developer has the option to provide a market**

**value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**

- o) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- p) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

## **CARRIED**

### **7. MISCELLANEOUS ITEMS**

- a) Discussion on Modular Homes in the Country Residential district "CREC" (Handout)**

For information

Erick Carter left the meeting at 10:52 a.m.

John W Driedger left the meeting at 10:53 a.m.

Erick Carter rejoined the meeting at 10:53 a.m.

John W Driedger rejoined the meeting at 10:54 a.m.

### **8. IN CAMERA**

- a) None.**

**9. MEETING DATES**

- ❖ Thursday, October 3, 2019 @ 10 a.m. in Fort Vermilion
- ❖ Thursday, October 31, 2019 @ 10 a.m. in La Crete
- ❖ Thursday, November 21<sup>st</sup>, 2019 @10 a.m. in La Crete

**10. ADJOURNMENT**

**MPC 19-09-130**

**MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:08 a.m.

**CARRIED**

These minutes were adopted this 3<sup>rd</sup> day of October, 2019.

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Erick Carter, Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 8, 2019</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

**BACKGROUND / PROPOSAL:**

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

- Action List
- Correspondence – La Crete Agricultural Society (Letter of Support)
- Rural Municipalities of Alberta – Shallow Gas Taxation Member Meeting Summary
- AUMA – Key Messages on the MacKinnon Report
- Bovine TB Surveillance in Alberta 2018 – Wildlife Information Bulletin
- Mackenzie Library Board Meeting Minutes
- La Crete Recreation Society Meeting Minutes
- Fort Vermilion RCMP Regimental Ball
- Peters, Dave – Letter of Appreciation
- 
- To Be Provided:
- La Crete Recreation AGM Minutes 09-13-18
- La Crete Recreation Special Meeting Minutes 2019-05-23
- 
- 
- 
- 

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

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

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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



**Mackenzie County  
Action List as of September 10, 2019**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
<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.	Len	Expression of Interest Submitted
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Don	PLS Cancelled.  Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  RFD to Council once response is received to our application.
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been filed.
<b>August 9, 2016 Regular Council Meeting</b>			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners. Re-survey completed.
<b>April 11, 2017 Regular Council Meeting</b>			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron	In progress. LUB Amendment

Motion	Action Required	Action By	Status
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred Byron	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Paperwork complete. Waiting for approvals. Disposition (RDS) is in place.
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve <b>and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.</b>	Doug	Funding transfer complete.  MSI Funding as per Motion 18-06-483  Disposal expected in Sept 2019
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	Application submitted. FNC process
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	Sketch plan completed. Application to purchase is in progress.
May 23, 2018 Council Meeting			
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG.
June 12, 2018 Council Meeting			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Dave	In progress. Need engineering report (WSP)
June 27, 2018 Council Meeting			
18-06-471	That the operating costs for the proposed La Crete Wellness Centre be brought back for review prior to passing the Borrowing Bylaw.	Doug	Society to provide operation costs.
August 14, 2018 Council Meeting			
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	ASB Meeting 2019-10-10

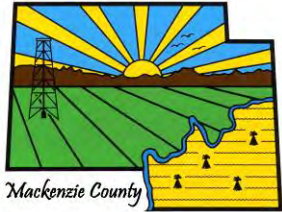
Motion	Action Required	Action By	Status
<b>October 9, 2018 Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	In progress
<b>November 13, 2018 Regular Council Meeting</b>			
18-11-883	That the stray livestock discussion be referred to the Agricultural Service Board for review and recommendation to Council.	Grant	ASB meeting 2019-10-10
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	Fred	In progress
18-11-910	That a three (3) year moratorium be placed on the development of road allowances for non-municipal use until new policies and procedures are in place to determine priority, and future use.	Byron Dave	Advertised In progress
<b>February 12, 2019 Regular Council Meeting</b>			
19-02-063	That administration continue to investigate the pros and cons of de-registering the Zama Airstrip with NavCanada and that it be brought back to Council.	Don	In progress
<b>February 27, 2019 Regular Council Meeting</b>			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	In progress
<b>March 12, 2019 Regular Council Meeting</b>			
19-03-169	That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.	Byron	Fall/Winter 2019
19-03-171	That the draft smoke management bylaw be redrafted with the following: <ul style="list-style-type: none"> <li>No burning within the white zone (agricultural land) without a permit. No burning between November 1<sup>st</sup> and February 28<sup>th</sup>.</li> <li>No burning within the green zone within 10 miles of a major roadway without a permit.</li> </ul>	Carol Len	In progress Under the MGA the municipality does not have jurisdiction to pass a bylaw respecting fires in a forest protection area. Minister has the authority to extend or shorten the fire season for any area.
19-03-186	That Mackenzie County investigate partnering with the Town of High Level and the Town of Rainbow Lake to host the 2022 Alberta Summer Games.	Byron	Completed. Motion of Tri-Council to investigate.
<b>March 27, 2019 Regular Council Meeting</b>			
19-03-203	That Mackenzie County attempt to become part of the new monitoring committee for Wood Buffalo National Park.	Byron	
19-03-210	That Mackenzie County continue to fund the RCMP Enhanced Policing Position – School Resource Officer, subject to financial contribution by the Fort Vermilion School Division; and that Mackenzie County continue to fund the second RCMP Enhanced Policing Position	Len Carol Doug	In progress

Motion	Action Required	Action By	Status
	(½ time School Resource Officer and ½ time La Crete Community Policing).		
19-03-211	That administration work with the Fort Vermilion School Division and the RCMP to review and bring back a revised Memorandum of Understanding for Enhanced Policing services.	Len Carol Doug	MOU development in progress. Expected completion November 2019
19-03-214	That Municipal Affairs be invited to meet with Council to discuss ongoing concerns within the County.	Len Carol	Waiting on a meeting date from the Minister's office.
<b>April 8, 2019 Regular Council Meeting</b>			
19-04-232	That administration be directed to apply for funding to complete a scoping audit for the La Crete and Fort Vermilion Recreation Complexes through the Recreation Energy Conservation (REC) Program and, if successful, bring these audits back to Council for further direction.	Doug	Application approved. Next application phase.
19-04-245	That Bylaw 1134-19 being a Road Closure Bylaw to close the land between Plan 142 0594, Block 34, Lot 8 and Lot 9 for the purpose of consolidation be forwarded to the Minister of Transportation for approval, and that purchaser of the laneway be required to install a chainlink fence on both sides of the walkway, with the walkway being ten feet wide within 30 days of the signing of the agreement.	Byron	Submitted to Municipal Affairs for approval.
19-04-246	That Policy DEV001 Urban Development Standards for Industrial Use zoned land be brought back to include an option for a Council approved variance.	Byron	In progress
19-04-247	That the County secure a 40 meter right of way on 100 <sup>th</sup> Street in La Crete for future main street widening and that administration move forward to close 100A Street.	Byron	
19-04-250	That the bridge request from Paramount Resources be added to the agenda for the Paramount meeting on June 13, 2019.	Len	In progress
<b>June 12, 2019 Regular Council Meeting</b>			
19-06-334	That the road construction supervisor/quality control be re-advertised and received for information.	Dave	2020
19-06-350	That Mackenzie County requests that the Minister of Municipal Affairs grant a time extension for the completion of Inter-municipal Collaboration Frameworks and Inter-municipal Development Plans between Mackenzie County and the Town of High Level and the Town of Rainbow Lake until one (1) year after the conclusion of the process/review to consider a new municipality within Mackenzie County.	Byron	Letter sent to the Minister.

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
19-06-358	That Mackenzie County waive the municipal tax charges on power bills for customers affected by the evacuation up to a total maximum cost of \$500.00.	Jennifer	In Progress
<b>August 13, 2019 Regular Council Meeting</b>			
19-08-413	That administration investigate with the Disaster Recovery Program regarding the loss of access to grazing leases.	Jennifer	In progress
19-08-414	That the Fort Vermilion Streetscape be authorized to replace and reinstall the Fort Vermilion River Sign and that administration apply for funding through the Disaster Recovery Program for the ice jam event.	Doug Jennifer	In progress
19-08-423	That administration bring back options for the chip seal project.	Dave	In progress
19-08-430	That Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation be forwarded to the Minister for approval.	Byron	Forward to Minister for Approval
19-08-432	That the lookout deck drawing as shown in the Fort Vermilion Streetscape Design Plan be approved and that administration be authorized to move forward with obtaining cost estimates for the project and pursue the Community Facility Enhancement Program (CFEP) grant application.	Byron	Meeting scheduled for 2019-09-16 Disposition takes 18 months.
19-08-433	That the Fort Vermilion Streetscape Implementation Committee proposed tree planting project be approved which includes three (3) chokecherry trees being planted on each of the lots located at 5001 River Road (ATB), 5005 River Road and 5001 44 <sup>th</sup> Avenue.	Byron	
19-08-442	That a letter be sent to the provincial government requesting the roll-back of moratoriums within caribou ranges in Mackenzie County.	Byron	In progress
19-08-444	That a letter be sent to regional and territorial stakeholders, and the First Nations, in support of the extension of Highway 58 east through Wood Buffalo National Park as a critical northern connector.	Len	In progress.
<b>August 28, 2019 Regular Council Meeting</b>			
19-08-457	That the Handi-bus agreement with the LA on Wheels Society be amended to include the maintenance of buses owned by the Society to a maximum cost of \$35,000 annually.	Doug Jennifer	Completed
19-08-458	That the position of Manager of Emergency & Protective Services be TABLED to after lunch.	Len	2020 Budget Deliberations
19-08-459	That the Fort Vermilion Processor/Wood Splitter project be cancelled and that the funds in the amount of	Jennifer	Completed

Motion	Action Required	Action By	Status
	\$33,200 be returned to the Vehicle & Equipment Reserve in the 2019 Budget.		
19-08-460	That the budget be amended to include \$6,000 for the contracted services for wood processing in 2019 with funds coming from the General Operating Reserve.	Jennifer	Completed
19-08-466	That administration investigate options to add or revise a definition and use for multi-family dwellings under Section 2 of the Land Use Bylaw.	Byron	In progress
19-08-467	That a moratorium for road building and road closures be placed on the road allowance on Township Road 1042 for potential utility development.	Byron	In progress
19-08-475	That Mackenzie County send a letter to the Minister of Agriculture and Forestry in regards to funding for the eradication of brucellosis and tuberculosis in and around the Wood Buffalo National Park.	Byron	
19-08-480	That administration research the GST audit concerns expressed by the Town of Peace River, as it applies to Mackenzie County.	Jennifer	In progress
<b>September 10, 2019 Regular Council Meeting</b>			
19-09-491	That administration monitor auction sites for a replacement vehicle for the 1995 Freightliner Ladder Truck and the 2003 Freightliner Rescue Truck and bring back a recommendation as opportunities arise.	Doug	
19-09-492	That administration bring back planning policies and the Fee Schedule Bylaw relating to subdivision completion and deficiencies.	Byron	
19-09-493	That administration meet with the Fort Vermilion School Division regarding developing a Memorandum of Understanding for use of the school yard property and equipment for community use in the Hamlet of Zama.	Don	
19-09-495	That administration install "no parking or vehicles will be towed" signs on RR 142 and the Wilson Prairie Road.	Dave	Signs have been ordered.
19-09-497	That administration submit to the Forest Resource Improvement Association of Alberta (FRIAA) grant applications for the following projects: <ul style="list-style-type: none"> <li>• Mitigation Strategy for West La Crete - \$30,000</li> <li>• Mitigation Strategy for Machesis Lake - \$30,000</li> <li>• Zama Vegetation Management - \$142,170</li> </ul>	Don	Completed
19-09-498	That administration review the current dog control bylaw and bring back options regarding implementing a limit on the number of adult dogs allowed and that the bylaw be applied municipal wide.	Fred	2019-10-23 Council Meeting

Motion	Action Required	Action By	Status
19-09-504	That the 2019 operating budget be amended to include up to \$35,000 for maintenance costs for buses owned by the LA on Wheels Society, with funding coming from the General Operating Reserve.	Jennifer	Completed
19-09-508	That a letter of support be provided to the La Crete Agricultural Society for their Community Facility Enhancement Program Grant for various facility upgrades.	Carol	Completed
19-09-515	That the County purchase a table at the High Level Firefighter's Ball on October 5, 2019.	Carol	In progress



## Mackenzie County

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

September 11, 2019

Community Facility Enhancement Program  
Culture and Community Spirit  
Suite 212, 17205 – 106A Avenue  
Edmonton, AB  
T5S 1M7

To whom it may concern:

**RE: LA CRETE AGRICULTURAL SOCIETY – SEPTEMBER 2019 CFEP  
GRANT APPLICATION**

It is my pleasure, on behalf of Mackenzie County Council, to write a letter of support for the proposed 2020 improvement projects of the La Crete Agricultural Society as it pertains to their Community Facility Enhancement Program grant application.

The Society has the directors, vision, and staff to ensure projects are carried out. They constructed the La Crete Heritage Centre, our local community hall, and have managed and maintained it since 2005. We support their proposed upgrades to their surveillance camera system, kitchens and supplies, outdoor cooking space roofs, wall pictures, and the refinishing of the exterior wood.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or Len Racher, Chief Administrative Officer, at (780) 927-3718.

Yours sincerely,

Joshua Knelsen  
Reeve





# Shallow Gas Taxation

## Member Meeting Summary

*August 21, 2019*

On August 21, 2019, the Rural Municipalities of Alberta (RMA) organized a meeting with representatives of the fifteen rural municipalities that host the largest number of shallow gas wells in the province. The purpose of the meeting was to share information on the potential impacts of the Government of Alberta's Shallow Gas Tax Relief Initiative (SGTRI), which will allow municipalities to provide a 35% property tax refund on eligible shallow gas properties, which will then be off-set through the Government of Alberta providing an equivalent credit on municipal education property tax requisitions. The intent of the SGTRI is to provide short-term financial relief to the shallow gas industry, while also having no impact on the amount of tax revenue gathered by municipalities.

While the SGTRI is intended to not impact municipal taxation, RMA members have expressed significant concerns about the program. The meeting allowed members an opportunity to discuss their concerns, exchange information on how they may implement the program within their municipality and hear from Government of Alberta representatives on program details.

This briefing provides a high-level overview of the issues discussed at the meeting.

## **Precedents for other non-residential taxpayers**

Alberta Municipal Affairs has framed the SGTRI as a one-time, extraordinary support for the shallow gas industry due to what they characterize as unfair assessment levels caused by an out-of-date assessment process, which is to be addressed in time for the 2020 tax year through a currently underway assessment model review.

Although the Government of Alberta considers the SGTRI a special circumstance, several rural municipalities have been approached by other companies in a variety of sectors questioning why tax relief is being provided specifically to the shallow gas industry when many across Alberta are struggling. This misperception has been compounded by earlier comments from senior government representatives expressing concerns about the overall struggles of the shallow gas industry and that municipal taxes are a significant factor in these struggles. As the recent comments made to municipalities about out of date assessment figures being the driving force behind the SGTRI have not been echoed in broader public commentary, other non-residential tax payers are expecting similar tax relief that municipalities lack the ability to provide.

## **Voluntary program participation**

Municipal participants had several questions related to the voluntary nature of the program. Reasons given for maintaining the program's voluntary nature included the fact that some municipalities consider it unfair to "reward" companies with a tax credit that already have outstanding taxes owed from previous years. In addition, some municipalities derive a much higher portion of their overall tax revenue from shallow gas properties and will therefore face significant cash-flow impacts between the issuance of credits or refunds to property owners and the recovery of lost revenue through the education tax refund.

Unfortunately, the response from Municipal Affairs representatives provided limited clarity as to the "voluntary" nature of the SGTRI. According to the Municipal Affairs presentation, if municipalities choose not to implement tax relief under the SGTRI, the Government of Alberta may take legislative action to require the tax relief to be provided.

This response led to a larger discussion on why the program was being framed as voluntary if municipalities that choose not to participate would be required to by other means. Provincial officials commented that the voluntary route was taken because tight timelines and the urgency of the issue would have made a legislative approach challenging to develop and implement.

## **Cash-flow concerns**

A common concern from municipal participants was that although the SGTRI may be financially-neutral for municipalities overall, it could cause significant cash-flow impacts for some due to the expected time lag between when municipalities would waive or refund 35% of taxes on eligible properties, and when municipalities would receive their education tax credit. Several participants requested that the province provide municipalities with a 50% advance on the requisition credit. Provincial officials responded that they would consider building this into the program guidelines.

## **Unpaid tax challenges**

Several participants identified frustration with the urgent development of the SGTRI to assist the shallow gas industry while many RMA members are facing significant amounts of unpaid taxes from the oil and gas industry (up to \$81 million province-wide according to a 2019 RMA member survey). Members requested clarification as to whether companies with unpaid taxes from previous years and/or the current year would be eligible for the program. Provincial representatives clarified that current or previous-year unpaid taxes would not impact the application of the SGTRI, but that the credit could not be applied retroactively to “forgive” outstanding taxes from previous years. If a company has not yet paid their 2019 taxes, the 35% would be applied, and the remaining 65% would remain outstanding.

In addition to clarifying questions related to the linkage between the SGTRI and unpaid taxes, municipalities questioned the fairness of providing tax relief to the oil and gas industry given the recent situation in which operating oil and gas companies have refused to pay municipal taxes due to the lack of legislative powers that municipalities have to recover tax arrears. There was further concern as to the unfairness of justifying the SGTRI due to a flawed assessment system, while providing no relief to municipalities for what is widely recognized as flawed tax recovery legislation preventing municipalities from taking action to recover unpaid taxes from oil and gas companies. Both issues are beyond the control of those that they impact, but the government response is very different.

## **Assessment changes**

In addition to the SGTRI overview, Municipal Affairs representatives also provided an overview of the currently-underway assessment model review for linear and machinery and equipment property. They indicated that the modernization of valuation methodology and update of base cost information will result in significant changes to assessed values on many types of non-residential properties. In particular, shallow gas wells are expected to decrease in value by approximately 35% (in alignment with the SGTRI credit amount) while other types of property may increase or decrease.

Municipalities shared several concerns with the potential impacts of the assessment model review outcomes. Municipalities with a heavy concentration of shallow gas assets will likely face a steep decline

in the overall equalized assessment, which has direct revenue impacts and may force an increase in tax rates for all property types in order to raise adequate revenue to provide services.

While municipalities support a fair and evidence-based regulated assessment system, the concern in the meeting focused on the shock that sudden and significant changes to non-residential assessment could have on municipalities, with some even expressing concerns about municipal viability. There is also a concern that assessment changes could widen the disparity between the “have” and “have-not” municipalities in the province.

## **The role of property taxes in the shallow gas industry’s struggles**

A common big-picture concern from municipalities at the meeting is the narrative shared by both industry and government that municipal property taxes are unreasonably high and a driving force in the shallow gas industry’s struggles. In reality, municipal taxes are one of many operating costs for the shallow gas industry, and while paying fewer or no taxes would provide financial assistance to shallow gas companies (much like it would for any company or individual), there are larger-scale factors impacting the industry’s struggles. Low world natural gas prices have been a major issue, and according to several meeting participants, are unlikely to recover in the near future.

Many participants argued that municipalities have already been “helping” many oil and gas companies through local agreements or indirectly by lacking the ability to recover unpaid taxes, and that the SGTRI scape-goats municipalities for an industry’s struggles that are far beyond any municipality’s control.



# Key Messages on the MacKinnon Report

September 6, 2019



TM



TM

WE ARE  
**economies**  
OF SCALE

WE ARE THE  
**support**  
YOU NEED

WE ARE THE  
**experts**  
IN MUNICIPALITIES

WE ARE YOUR  
**advocate**

## Overall

- AUMA appreciates the intent of the [MacKinnon Panel on Alberta's Finances](#) to provide recommendations on how the Government of Alberta can improve its financing and smooth out “rollercoaster” spending patterns.
- We remain committed to working with the Rural Municipalities of Alberta (RMA) and the province to create a new fiscal framework for municipalities that supports the province’s financial goals while maintaining the critical infrastructure that supports Albertans’ quality of life.

## Areas of Alignment

### Capital Spending - Municipal Grants (pages 55-56)

We agree that capital spending on infrastructure contributes to both the quality of life and the productive capacity of Albertans.

- We concur that Alberta must continue to grow its economy to retain and attract young people. We also know that a modern economy and current local infrastructure are key to achieving this goal.

The [MacKinnon Report](#) largely reaffirms our positions on infrastructure funding.

- We continue to support the creation of a capital spending plan that will provide sustainable and predictable funding for municipalities.
- We encourage collaboration between the province & municipalities on a 20-year infrastructure investment plan.

We appreciate the support to make better use of the federal infrastructure funding through the Canadian Infrastructure Program (ICIP).

We agree that the allocation of municipal funding needs to be adjusted to:

- ensure funding is received according to each municipality’s needs; and
- address municipalities’ lack of capacity to increase mill rates.

### Improvements to Capital Planning (page 80)

We agree that the capital process and system must consider future operating impacts as a mandatory requirement for approval. The selection criteria for projects should include considerations about

operating costs to ensure that a project balances a municipality's needs with revenue considerations (such as with water and wastewater projects).

### Fixed Budget Dates (page 72)

We agree with the panel's recommendation to establish a fixed budget date (Recommendation 25). This would provide municipalities more predictability when determining their own budgets.

### Nurse Practitioners (page 72)

In keeping with the spirit of our February 2019 decision to support a Primary Care Position Statement from the Nurse Practitioner Association of Alberta, as well as [previous resolutions from our members](#), we support the MacKinnon Panel's assertion that "many health care problems can be more appropriately treated at less cost by other health professionals, like Nurse Practitioners."

## Our Questions

### Capital Spending - Municipal Grants (pages 55-56)

We agree there is only one taxpayer, which gives us pause on the panel's conclusion that increasing the pressure on municipal property taxpayers is the answer to funding capital projects. It is the same taxpayer.

- Tax-shifting from the province to municipalities is only downloading the burden of revenue-raising and impedes intermunicipal collaboration that sees more effective and efficient infrastructure investment in regions.

The report states that capital grants to municipalities make up 25% of the provincial government's capital spending, and that the government can't maintain these levels. The report also suggests municipalities should contribute more to infrastructure projects. However, municipalities own and maintain 60% of Alberta's infrastructure, while they receive only 10% of every tax dollar.

- Provincial legislation limits municipalities' revenue generating options, resulting in reliance on property taxes. Urban municipalities do not have room to increase property taxes, especially considering that the provincial government takes roughly 30% of the property tax base for education from the same taxpayer the report references.

## Municipal Accountability (page 56)

We question the report recommendation to establish more accountability mechanisms to monitor the delivery of municipal programs and services. Municipalities are already the most transparent level of government.

- Our budgets are debated in open council meetings.
- We provide detailed financial reporting to Municipal Affairs, and those results are accessible to the public.
- Municipalities are the only order of government that cannot run deficits.

The focus of municipal accountability should be to our local electorate, not additional reporting to the Government of Alberta, which would only serve to increase the government's footprint with another layer of red tape.

## Municipal Grants – Financial Stewardship (page 55)

The \$440 per capita in municipal grants, as stated in the report, is very misleading, as it includes federal grant funds (such as the Gas Tax Fund) that flow through the provincial coffers before being reallocated to Alberta municipalities.

While we question the validity and context of much of the statistical revenue growth of the province and municipalities from 2008 to 2018, one factor is evident — municipalities are superior financial steward of taxpayer dollars when compared to the other two orders of government.

Municipalities are the most efficient stewards of financial resources. They are continually required to make tough economic decisions, since, unlike the other two orders of government, municipalities cannot run financial deficits.



# Bovine TB Surveillance in Alberta 2018

## Wildlife Information Bulletin

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In October 2016 bovine tuberculosis (bTB) was detected in a beef cow from southeastern Alberta. The Canadian Food Inspection Agency (CFIA) initiated an immediate investigation and also requested that the province consider looking for bTB in wildlife. Alberta Environment and Parks, Fish and Wildlife Branch, expanded our ongoing passive bTB surveillance of hunter-harvested deer, elk, and moose but did not find any evidence of the disease in Alberta in [2016](#).

During summer 2017, the province worked with CFIA to develop a program of active surveillance for bTB in wildlife that met international standards. The program is designed to build on ongoing disease monitoring efforts and focus on hunter-harvested elk at Canadian Forces Base (CFB) Suffield.

The goal is to test enough samples to demonstrate 95 per cent confidence in disease freedom at the 1 per cent level. With guidance from CFIA, we determined this requires testing 369 elk heads over three years (2017-2019). The target each year is ~120 elk from Wildlife Management Unit 732 (=CFB Suffield). Tissue samples collected by the province are provided to CFIA for testing.



## Passive Surveillance

### Public education

- largely delivered as in [2016](#) and [2017](#)
- online general bTB information and the situation in southeast AB
- bTB information in all daily hunter briefings at CFB Suffield

### Lymph node assessment

- ongoing examination of lymph nodes for visible evidence of bTB in all heads sampled for CWD.
- enlarged (2x normal) or abscessed nodes forwarded to Alberta Agriculture & Forestry (AF) and, if appropriate, further bTB evaluation undertaken. (Standardized protocol developed in conjunction with AF)

### General diagnostic response to individual hunter concerns

- the Wildlife Disease Unit responds to a wide range of hunter concerns associated with harvested animals. Any such situation suggestive of possible bTB infection is addressed with the hunter and, if appropriate, samples provided for lab evaluation.
- All appropriate diagnostic cases examined by the Wildlife Disease Unit consider bTB

## Active Surveillance

- sampling protocol established in conjunction with CFIA.

# Results from 2018/19

## Passive surveillance

### Education

Daily briefings provided at all CFB Suffield hunts.

Summary of 2016 and 2017 bTB surveillance provided on disease web pages.

Recreational hunters harvested 408 elk in WMU 732 in 2018/19. First Nations hunters harvested additional elk. All individuals who hunted at CFB Suffield were briefed about bTB.

### Lymph nodes

In 2017/18, 4,222 mule deer, 3,070 white-tailed deer, 361 elk, and 204 moose from across Alberta were tested for CWD. One mule deer had visible lesions consistent with possible abscess in one lymph node.

Specific to CFB Suffield: 269 of the elk harvested were tested for CWD. No lesions suggestive of bTB were reported by hunters or seen by CWD staff.

### Diagnostics

One diagnostic case had lesions that met criteria for being suggestive of bTB infection. A pronghorn harvested by a hunter had a few abscesses in the neck muscle and adjacent lymph nodes.

Bovine TB was ruled out in both the mule deer and the pronghorn with visible lesions as no acid-fast bacteria were present in either case.

## Active surveillance (Final Results)

Appropriate samples from 120 elk harvested in WMU 732 in 2018/19 were provided to CFIA for bTB testing.

August 12, 2019: All testing is complete and all elk were NEGATIVE for bTB.

### Summary

All testing is finished. No visible evidence of bTB during the 2018/19 hunting seasons in Alberta.

## Additional Information

Southeastern Alberta bovine tuberculosis info:

CFIA: [www.inspection.gc.ca/animals/terrestrial-animals/diseases/reportable/tuberculosis/investigation-western-canada/eng/1477438380160/1477438380659](http://www.inspection.gc.ca/animals/terrestrial-animals/diseases/reportable/tuberculosis/investigation-western-canada/eng/1477438380160/1477438380659)

Government of Alberta, Bovine Tuberculosis in Wildlife  
[www.aep.alberta.ca/fish-wildlife/wildlife-diseases/documents/BovineTuberculosis-Mar-2004.pdf](http://www.aep.alberta.ca/fish-wildlife/wildlife-diseases/documents/BovineTuberculosis-Mar-2004.pdf)

**Mackenzie County Library Board (MCLB)**  
**June 13, 2019 Board Meeting Minutes**  
**Fort Vermilion County Office**  
**Fort Vermilion, Alberta**

**Present:** Beth Kappelar, Lisa Wardley, La Dawn Dachuk, Lorraine Peters, Lorna Joch, Lucille Labrecque,  
Wally Schroeder Kayla Wardley.

**Regrets:** Cameron Cardinal.

**Guest:** Amanda Ebert: High Level Librarian.

**1.0** Beth Kappelar called the meeting to order at 7:03 pm.

**2.0 Approval of the Agenda:**

**MOTION #2019-05-01 La Dawn Dachuk** moved the approval of the agenda as revised, **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2019-05-02 Kayla Wardley** moved the approval of the May 7/19 MCLB meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of May 31, 2019:**

- Balance Forward \$ 76,472.44  
- Total Revenues \$ 121,530.06  
- Total Expenses \$ 143,973.88  
- Bank Balance \$ 54,018.62

**MOTION #2019-05-03 Lisa Wardley** moved to accept the financial report as presented. **CARRIED**

-Lorraine Peters will contact Municipal Affairs to determine when we will receive our fall allotment.

-Libraries may have to cut back on their spending until the municipal grant is received.

**6.0 Library Reports:**

**6.1 La Crete:**

- \$300 for cleaning DVDs was collected in May, Their circulation is down.
- Library usage has been up since school has been out.
- A local author book signing is planned.
- Story time was held May 24, another one is planned for June.
- The Seniors tea went very well. Attendees received flowers from Rustic Roots.
- Entertainment for the fall Salmon Grill has been booked.
- Lorna Joch has resigned as a society member effective June 28/19. Wally Schroeder will replace her on July 1/19.

**6.2 Blue Hills Satellite Library:**

- The grand opening is planned for the fall. Schools will be notified when it opens.
- 1,000 books have been cataloged and delivered to the library.
- Tammy Schellenberg will be claiming 2hr per week for her work with the Blue Hills Library.
- Wally Schroeder will be Tammy's contact person regarding questions concerning the Blue Hills Library.
- The Blue Hills librarian has been volunteering her time. As of 3 weeks ago, she has been keeping track of her hours.
- The Blue Hills Library will receive \$15,000, which includes the building rent, to operate their library this year.

**6.3 Fort Vermilion:**

- Things are going well.
- They are planning summer programming.

**6.4 Zama:**

- Forest fire workers have been using the library.
- Some graphic novels were purchased at Aroua Com

**6.5 Mackenzie County Library Consortium (MCLC):**

- Magazines and audio books will be made available via electronic services this fall. Librarians will be asked for their preferences.
- Librarians may want to buy MP3 players for patrons to sign out.

**MOTION #2019-05-04 La Dawn Dachuk** moved that the electronic magazines and audio books be purchased.

**CARRIED**

**6.6 High Level:**

- They have increased their programming since schools have been out.

**MOTION #2019-05-05 La Dawn Dachuck** moved the acceptance of the reports for information.

**CARRIED**

**7.0 Old Business:**

**7.1 MCLB Plan of Service:**

- Due to the disruptions caused by the forest fires, a 6 mon. extension to complete the Plan of Service will be requested.

**7.2 Library Basics Workshop:**

- The workshop will be held in La Crete Sept 28/19.
- All Library Societies and Library employees will be invited.

**7.3 Library Insurance Coverage:**

- We will wait for conformation that the La Crete library has contents insurance.

**8.0 New Business:**

**8.1 MCLB Positions:**

- The positions of the board members resigning at the end of June will not be filled until October.

**MOTION #2019-05-06 Wally Schroeder** moved to accept the resignations of Lorna Joch and Luccille Labrecque from MCLB effective June 29/19.

**CARRIED.**

**8.2 Rural Libraries Conference:**

**MOTION #2019-05-07 Lisa Wardley** moved that Wally Schroeder attend the Rural Libraries Conference on behalf of MCLB.

**CARRIED**

**9.0 Correspondence:**

9.1 None received.

**10.0 In Camera:**

- Not required.

**11.0 Next Meeting Dates and Location:** Fort Vermilion County Office July 9, Sept 10, 2019 at 7:00 p.m.

**12.0 Adjournment:**

**MOTION # 2019-05-08 La Dawn Dachuk** moved to adjourn the meeting at 8:32 p.m.

**CARRIED**

These minutes were adopted this 10<sup>th</sup> day of September 2019.

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**Beth Kappelar, Chair**

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
APRIL 11, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

**Members Present:**

Simon Wiebe, Director (Chair of the meeting)  
Peter Wiebe, Secretary-Treasurer  
Philip Krahn, Director  
Ken Derksen, Director  
Holly Neudorf, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager  
Shane Krahn, Assistant Arena Manager  
Abe Fehr, Financials

**Absent:**

Shawn Wieler, President  
George Derksen, Director  
Duffy Driedger, Director  
Dave Schellenberg, Vice President

Call to Order: Simon Wiebe called the meeting to order at 5:52 p.m.

**Approval of Agenda:**

New Business:

- Add 8.2 Small Capital Projects
- Add 8.3 Open Project Bids
- Add 8.4 Curling Supplies

Peter Braun moved to approve the agenda as ammended.

CARRIED

**Financial Report:**

Reviewed financials

1. Abe reviewed financials
2. Discussion about separating bowling wages, and programming wages

Ken Derksen moved to approve the financials as presented

CARRIED

Abe Fehr left at 6:17 p.m.

**Business from the minutes:**

No business from the minutes

**Approval of Previous Meeting's Minutes:**

1. Peter Wiebe moved to accept the March 14, 2019 Regular Meeting Minutes as presented.

CARRIED

**Review Action Sheet:**

Item #5. Annual Managers Performance Review by April 30<sup>th</sup>

Shawn, David and Ken will get together for the annual Manager's performance review

**Manager's Report** – Philip Doerksen

1. March was a busy month with skating carnival and hockey tournaments at the arena.
2. Financially the Challenge Cup did very well.
3. Tractor with Zamboni were serviced, and ready for backup.
4. Sold 5 advertising ads in the past few months

Some discussion around the table as to why fewer teams are entering the Challenge Cup (only 6 teams), it likely has to do with the high caliber hockey teams entering, many others are opting out.

Philip Krahn moved to approve the Managers report

CARRIED

**New Business:**

**8.1 Set meeting date to approve new La Crete Recreation Society By-Laws and Policies**

After discussing, it was agreed to set the meeting date for April 30<sup>th</sup> at 6:00pm

**8.2 Small Capital Projects**

a) Holly Neudorf makes a motion for Philip to proceed with painting Bleachers, with funds out of Capital Projects

b) Peter Braun moves that Philip proceed with getting 2 price quotes for Zamboni room floor repairs; (Cut cement out, fill pit, and install drain. Slope and refinish floor)

**8.3 Project Bids – Window Installation (Upstairs), Blumenort Shack, Blumenort Boards, BHP Boards, Blumenort Shack Removal**

Peter Braun moves to open bid packages – The bids are as follows:

	Screwy Louie	Double M	Henry Dyck	LG Const.	Encrypted	Frontier
WINDOW	4403.70					9975
Blumenort Shack		79,900	105,450	92,000	89,500	105,198.69
Blumenort Boards		41,256	52,400	51,00	50,000	44,613.66
BHP Boards		29,818		34,000	45,000	37,300.49
Shack Removal		-1000	3,500	-100		3,491.25

Simon Wiebe makes a motion for Philip to investigate lowest bidder (Double M) for references, and to discuss proceedings with the executive of the board

CARRIED

Philip Krahn makes a motion to award Screwy Louis (lowest bidder) the window installation bid.

CARRIED

**8.4 Curling Supplies**

Fort Vermilion Complex would our Print Liners

We had some discussion about selling, Philip will look into it some more

Peter Wiebe moved to go in camera at 7:25 p.m.

Peter Braun moved to go out of camera at 7:32 p.m.

Holly Neudorf moved that the meeting be adjourned at 7:38 p.m.

Next Meeting will be May 16, 2019

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
MAY 16, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

**Members Present:**

Shawn Wieler, President  
George Derksen, Director  
Duffy Driedger, Director  
Dave Schellenberg, Vice President  
Peter Wiebe, Secretary-Treasurer  
Simon Wiebe, Director  
Ken Derksen, Director  
Peter F. Braun, Director, County Rep  
Philip Doerksen, Arena Manager  
Shane Krahn, Assistant Arena Manager  
Abe Fehr, Financials

**Absent:**

Holly Neudorf, Director  
Philip Krahn, Director

Call to Order: President Shawn Wieler called the meeting to order at 5:56 p.m.

**Approval of Agenda:**

New Business:

Add 8.4: Wellness Center

Ken Derksen moved to approve the agenda as amended.

CARRIED

**Financial Report:**

Reviewed financials

1. Abe reviewed financials
2. Capital account is in good shape
3. Abe will add "Fund Budget Detail Report" to financials

Dave Schellenberg moved to approve the financials as presented

CARRIED

Abe Fehr left at 6:22 p.m.



**Business from the minutes:**

No business from the minutes

**Approval of Previous Meeting's Minutes:**

1. Duffy Driedger moved to accept the April 11, 2019 regular Meeting Minutes as presented.

CARRIED

**Review Action Sheet:**

**Manager's Report – Philip Doerksen**

Philip presented a very detailed Managers Report which included:

1. The Olympia usage, approximately 90 floods per week + ice maintenance floods (10 or so).
2. Splash Park is up and running as of May 8<sup>th</sup>.
3. Winter staff hours- Philip presented the scheduling.
4. Will have a trophy made for the 4 on 4 tournament, it will from now on be the "Bill Martens Cup"
5. Ball diamonds are ready to go, league started May 7<sup>th</sup>.
6. The trade show was April 25-27<sup>th</sup>. RV trade show was in the arena May 3<sup>rd</sup> 4<sup>th</sup>.

George Derksen moved to approve the Managers report

CARRIED

**New Business:**

**8.1 Olympia Quote**

Ken Derksen makes a motion to have the Olympia repaired as per quote (\$17,013.14 +GST) and submit to County for additional funding

CARRIED

**8.2 Sweeper**

Simon Wiebe makes a motion to go ahead and purchase the Sweeper from David K Froese for up to \$2400.00

CARRIED

**8.3 Curling Rink Print Liners**

Dave Schellenberg makes motion to lease the La Crete Recreation Society's curling print liners to the Fort Vermilion Rec Center for a term of up to 5 years, with a "Return Policy Contract"

CARRIED

**8.4 Wellness Center \*Information only\***

We had discussion about the Wellness Center, and how to move forward. It was agreed to that we need to know who will be the contact person, and that we need to have documented meeting minutes in order to proceed with any decisions made.

Shawn will contact Anneliese Dyck to set up a Special Meeting with the Wellness Center.

Peter Wiebe moved to go in camera at 7:09 p.m.

Item from Action Sheet: Item 5: Annual Manager's Performance Review (The sub committee recommended same as last year. 10% bonus of capital fundraising of the past year.

Duffy Driedger makes motion to pay the manager a bonus of 10% of capital fundraising from May 1, 2018 to April 30, 2019

CARRIED

Simon Wiebe moved to go out of camera at 7:22 p.m.

Peter F Braun moved that the meeting be adjourned at 7:32 p.m.

Next Meeting will be June 13, 2019 @6 o'clock PM

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
JUNE 13, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Shawn Wieler, President  
Simon Wiebe, Director  
Duffy Driedger, Director  
Dave Schellenberg, Vice President  
Ken Derksen, Director  
George Derksen, Director  
Philip Krahn, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager  
Shane Krahn, Assistant Manager  
Abe Fehr, Book Keeper

Absent: Peter Wiebe, Secretary  
Holly Neudorf, Director

Call to Order: President Shawn Wieler called the meeting to order at 6:00 p.m.

Addition to Agenda

1. 8.2 Curling Rocks
2. 8.3 NPHL Ice Time
3. 8.4 Splash Park Fence

Peter F Braun moved to accept the agenda as amended

CARRIED

**Financial Report** - Abe Fehr presented the financials

- All statements exclude capital projects
- Capital projects on separate pages
- Explained why Screwy Louie was paid in full before the work was started

Ken Derksen moved to accept financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

Simon Wiebe moved to accept the May 16, 2019 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

8.1 Second ice surface will be discussed later

**Manager's Report** – Philip Doerksen

1. Prints for second ice surface were discussed
2. Went over quotes from different contractors
3. Do we want to spend \$5000 into blueprints for new ice surface

Philip Krahn moved to accept Manager's Report as presented.

CARRIED

**8.1 Second Ice Surface**

Duffy Driedger moves to spend a maximum of \$5000 to get a set of drawings from the capital projects account for the second ice surface

CARRIED

**8.3 MPHL**

- Team may be entering the MPHL from La Crete
- Team needs ice time
- Wednesday night – Practice
- Friday night – Game Time
- Saturday Night – Game Time

Options

- 2<sup>nd</sup> ice surface
- Field house ice surface
- Morning practices for certain user groups
- Put meeting together July 24<sup>th</sup> for all user groups

**8.4 Splash Park Fence**

- Health inspector strongly recommends us putting a fence around the splash park
- Quotes are around \$7000
- We will budget and apply for grants for the next budget year.

George Derksen moved to go in camera

Dave Schellenberg moved to go out of camera

Simon Wiebe moves that we accept the new by-laws as corrected

Philip Krahn moved that the meeting be adjourned at 7:45pm

Next Meeting will be **August 15<sup>th</sup>, 2019.**

LA CRETE RECREATION SOCIETY  
ICE USERS MEETING  
JULY 24, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

**Members Present:**

Shawn Wieler, President  
Philip Doerksen, Arena Manager  
Duffy Driedger, Director  
Ken Derksen, Director  
Philip Krahn, Director  
Peter F Braun, Director/County Rep  
Holly Neudorf, Director  
Shane Krahn, Assistant Arena Manager

**Members Absent:**

Simon Wiebe, Director  
Peter Wiebe, Secretary  
George Derksen, Director  
Dave Schellenberg, Vice President

**Guests Present:**

Jon Acreman  
Davey Peters  
Ryan Becker  
Laura Martens  
Rosalie Harder  
Chad Friesen  
Darryl Goertzen

Call to Order: President Shawn Wieler called the meeting to order at 7:00 p.m.

**Approval of Agenda**

Duffy Driedger moved to approve the agenda as presented.

CARRIED

## **Ice users presented:**

### **Senior Hockey League**

Davey Peters is done running the senior league. The league plays 75 games per year. Senior league feel they will be flexible to accommodate the possibility of an NPHL team.

### **Friday Night Shinny Hockey**

Philip mentioned that Friday Night Shinny Hockey is at full capacity with 35-40 players. They do not want to change the schedule from last year if at all possible.

### **Woman's League**

Laura feels there is a strong need for this woman's hockey group in this community. They also run at full capacity with 30-40 ladies aged 13 and older. The more competitive skaters, skate in Fort Vermilion once a week. The woman's league wants the Recreation Board to recognize that their group is one that has gotten moved around the most over the past several years, as well that they had 30 minutes of ice time taken away from them last year.

### **Thursday Night Hockey**

Darryl and Chad suggested that a few of the NPHL games be played in the Fort Vermilion arena, to free up some of the Friday night ice pressure. They support the prospect of the new league, but not at the cost of other ice users losing ice time.

### **Minor Hockey**

NPHL will have the full support of minor hockey, they will work to accommodate both games and practices as needed. Davey added that it will be a benefit that the NPHL schedule will be made before he goes to scheduling in October.

### **Figure Skating**

Figure skating is happy with their current schedule. They presented the 4 potential dates that they would need extra ice, to bring David Howe up to run specialized clinics. Minor hockey would like to use David Howe as well for power skating again this season.

### **Shinny Hockey**

No representative

### **NPHL**

Ryan sent off a package regarding entering the NPHL this season. They won't know until early September if La Crete will be accepted into the league, but are confident it should happen. Game times are set at 8:30 p.m. with no exceptions. They are hoping to have mostly Saturday night games to ease up the pressure of the very busy Friday night here. Ryan predicts 10 or 11 home games, he

also feels that this league will greatly benefit our community with good quality hockey, as well as extra income for the arena.

**New Business**

- 1) Ice rates will remain the same for the 2019-2020 season, but are expected to increase the following season
- 2) Ice is expected to be ready for users by Sept 16<sup>th</sup>
- 3) Larger scale events are scheduled as follows, subject to change
  - 4 on 4 tourney – March 13-14**
  - Ice Show – March 21-22**
  - Challenge Cup – March 27-29**
  - Loggers and Truckers – March 30-April 4**

The meeting was adjourned at 8:15 p.m.

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
AUGUST 15, 2019

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Shawn Wieler, President  
Dave Schellenberg, Vice President  
Simon Wiebe, Director  
Peter Wiebe, Secretary  
Duffy Driedger, Director  
Philip Krahn, Director  
Holly Neudorf, Director  
Ken Derksen, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager  
Shane Krahn, Arena Assistant Manager  
Abe Fehr, Accountant

Absent: George Derksen, Director

Call to Order: President Shawn Wieler called the meeting to order at 6:03 p.m.

Approval of Agenda

1. Auction Items (8.6) was added to agenda

Peter Braun moved to accept the agenda as amended.

CARRIED

Financials

1. Abe Fehr presented the financials.
2. GIC Investment – Aquatics should be removed from financials shortly
3. Finances are up-to-date

Dave Schellenberg moved to accept the financials as presented.

CARRIED

Abe Fehr left the meeting at 6:12.



Approval of Previous Meeting's Minutes

1. Ken Derksen moved to accept the June 13, 2019 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

No business from the minutes

Review of Action Sheet

Action sheet was reviewed, nothing to report at this time.

Manager's Report – Philip Doerksen

1. The Blumenort skate shack and BHP boards are completed
2. Knelsens finished the asphalt in BHP
3. Grad was June 15<sup>th</sup>
4. Arena was closed June 18-24 due to evacuation
5. Canada day celebrations at the arena on July 1<sup>st</sup>
6. Arena boards were cleaned June 25<sup>th</sup>
7. Summer painting and maintenance projects have been completed

Duffy Driedger moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Curling Rocks

Fort Vermilion decided not to take our curling rocks

8.2 Capital Funds Transfer from County

Discussions about \$15,000 unused funds the County has from the 2018 lobby/dressing room renovation projects.

Ken Derksen makes a motion to have Philip Derksen ask for the reallocation of the unused funds from the reno lobby/dressing room project, to other inhouse capital projects that have already been completed in 2019.

CARRIED

8.3 Ice Schedule NPHL, Sunday Morning Ice

1) NPHL in La Crete got rejected

2) Sunday Morning Ice, discussions about opening up the arena for ice users before noon on Sunday mornings.

Philip Krahn makes a motion that the arena be opened as needed on Sunday mornings.

CARRIED

#### 8.4 Internet Upgrade

Discussed that WIFI upgrades are needed for many of the user groups  
Peter Wiebe makes the motion for to spend up to \$5000 for WIFI equipment upgrades  
CARRIED

#### 8.5 AGM

AGM will be on September 12, 2019 @ 7:30 pm following the regular board meeting

#### 8.6 Auction Items

Duffy had information of an upcoming auction sale in Wabamum selling ice making, and ice maintenance equipment.  
Dave Schellenberg makes a motion for Philip to go to Wabamum, AB to look at some ice making and maintenance equipment going on auction to see what is available and the condition it's in.

CARRIED

Simon Wiebe moved to go in camera at 6:56 p.m.

Holly Neudorf moved to go out of camera at 7:05 p.m.

Duffy Driedger moved that the meeting be adjourned at 7:10 p.m.

Next Meeting will be September 12, 2019 at 6:00 p.m. The AGM will be at 7:30 p.m. on September 12 after the regular board meeting.

Join us for the the Annual



# Regimental Ball

November 16, 2019

5:30PM- 2AM

DINNER, DANCE, & CHARITY EVENT

Fort Vermilion Community Complex

5001 44th Avenue

**\$45/ Ticket**

*Tickets available at detachment  
or See a Local RCMF Member*

**For Details: 780-927-3258**

Dave Peters  
Box 482  
La Crete, AB  
T0H 2H0

September 17, 2019


Dear Mr. Racher, Mackenzie County CEO

This letter is to let you know how much we appreciate the improvements the county has made at Atlas Landing and the Tompkins Landing river crossing over the years. The gravel made such a nice improvement. I have worked at both places and the improvements in the recent years really helps the public that uses these facilities for camping, picnics, and boating.

We would ask you to consider installing some new washrooms at Atlas Landing. The firefighting crews have used the old ones over the years and this summer they were way over full. The Indigenous people also use them regularly in the summer and fall months. The washrooms are very much in need of some regular maintenance.

Thank you once again for working on behalf of the Mackenzie County communities.

Dave F. Peters



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### **Saw Mill History:**

The setting up of local saw mills was born out of necessity for the construction of buildings and development of the community; however, the saw mills also aided the early settlers in providing some additional income.

Our present day local saw mills are prohibited from selling their products locally as the Alberta government requires that all lumber products have to be sold through a broker. Saw mills harvesting logs from crown land pay timber dues and crown fees.

### **Early Saw Mills:**

#### **Tompkins Landing Saw Mill:**

In the early 1960s John P. Peters set up a saw mill close to the river near the Tompkins Landing river crossing. A few years later they moved to live at the same site. This is where the La Crete Ferry Campground is presently.

In July of 1967 John P. & Justina Peters moved to Santa Rosa, Bolivia and his brother Frank took over the saw mill.

In September of 1967 Peter Wolfe bought the saw mill from Frank Peters. On July 7, 1970 the saw mill caught fire and was completely destroyed. It took two weeks to extinguish the fire. That summer, another sawmill was purchased and they continued operations. In the spring of 1972, the river flooded due to an ice jam, flooding the entire sawmill site. There was an average of three and a half feet of water in the yard. The mill was operated until 1975.

George and Isaac Goertzen brothers trucked lumber out of this saw mill site to Grimshaw Planer Mills owned by Ken Fisher.

#### **Atlas (Etna) Landing Saw Mill:**

Etna Landing has been named after Etienne Rivard. He came north-west in 1918 with a few brothers from Quebec to avoid conscription in WWI. His presence at Etna Landing played a role in the name it received. Why locals call it Atlas Landing instead of Etna Landing is a mystery.

John Neustaeter started the saw mill at Etna Landing in 1962 and moved his family to the site. In the summer of 1962 Herman T. & Maria Banman built a 28' x 40' house at Etna's Landing and worked for John Neustaeter at his sawmill and planer for a couple of years. In October of 1966 John P. & Helena Neustaeter quit the saw mill operations at Atlas because Ken Fischer bought the lumber rights in that area. Prior to the saw mill operations at Etna Landing John had a saw mill operation in Blumenort close to the river where they logged on an island. The flat where they lived was named Neustaeter Landing by the Forestry Department.

After Mr. Neustaeter gave it up, Herman purchased the saw mill and planer and worked with it for a couple of years, but didn't have great luck so they decided to try something else. After they couldn't log at Etna Landing anymore they moved to DeBolt for a year and a half, and then to Crooked Creek where John worked for Clark Brothers doing road construction.

Other local saw mill/planer owners in the early years were Herman H. Banman, Jacob W. Driedger – 1970s, Fehrs/Goertzens in Blumenort, Cornelius C. Krahn, Isaac D. Martens, Peter W. Teichroeb in Buffalo Head Prairie, Wilhelm P. Wiebe, William Zacharias, and there likely were quite a few more.