


MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**DECEMBER 10, 2019
10:00 AM**

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, December 10, 2019
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the November 26, 2019 Budget Council Meeting	7
		b) Minutes of the November 27, 2019 Regular Council Meeting	15
		c) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) None	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Blumenort Waste Transfer Station Caretaking	33
		b) Rocky Lane Waste Transfer Station Caretaking	35
PUBLIC HEARINGS:	6.	a) None	
GENERAL REPORTS:	7.	a) CAO & Director Reports for November 2019	37
		b) Disaster Recovery Program (DRP) Updates (Standing Item)	
AGRICULTURE SERVICES:	8.	a)	
		b)	
COMMUNITY SERVICES:	9.	a)	
		b)	

FINANCE:	10.	a)	Bylaw 1162-19 Short Term Borrowing	57
		b)	Unrecoverable Taxes – Write off Taxes Tax Roll #411267	63
		c)	Investing Canada – Community Initiatives Grant Application	65
		d)		
OPERATIONS:	11.	a)		
		c)		
UTILITIES:	12.	a)		
		b)		
PLANNING & DEVELOPMENT:	13.	a)	Bylaw 1163-19 Lane Closure Plan 142 0594, Block 34, Lot 8 and Lot 9 (La Crete)	67
		b)	La Crete Area Structure Plan (Review)	79
		c)		
ADMINISTRATION:	14.	a)	Bylaw 1161-19 Honorariums & Expense Reimbursement	127
		b)	Agricultural Land Expansion (County Land Use Proposal)	135
		c)	Smoke Hazard Letter – Template	141
		d)	Motions Requiring Northern Alberta Elected Leaders (Member Approval)	153
		e)	Strategic Planning Session	175
		f)	Zama Town Hall Meeting	177
		g)	Caribou Update (standing item)	
		h)		
		i)		
COUNCIL	15.	a)	Council Committee Reports (verbal)	

**COMMITTEE
REPORTS:**

- b) Municipal Planning Commission Meeting Minutes 179
- c)

**INFORMATION /
CORRESPONDENCE:**

- 16. a) Information/Correspondence 199

CLOSED MEETING:

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

- 17. a) Town of Rainbow Lake Revenue Sharing Agreement (s. 21, 24)
- b)

NOTICE OF MOTION:

- 18. a)

**NEXT MEETING
DATES:**

- 19. a) Budget Council Meeting
December 11, 2019
10:00 a.m.
Fort Vermilion Council Chambers
- b) Budget Council Meeting
December 18, 2019
10:00 a.m.
Fort Vermilion Council Chambers
- c) Regular Council Meeting
January 14, 2020
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

- 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the November 26, 2019 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 26, 2019, Budget 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: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 26, 2019 Budget Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**November 26, 2019
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve (arrived at 10:54 a.m.)
Jacquie Bateman Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Eric Jorgensen Councillor (arrived at 10:09 a.m.)
Anthony Peters Councillor
Ernest Peters Councillor
Lisa Wardley Councillor

REGRETS:

ADMINISTRATION: Len Racher Chief Administrative Officer
Carol Gabriel Deputy Chief Administrative Officer/
Recording Secretary
Jennifer Batt Interim Director of Finance
Byron Peters Director of Planning and Development
Fred Wiebe Director of Utilities
Doug Munn Director of Community Services
Dave Fehr Director of Operations
Grant Smith Agricultural Fieldman
Don Roberts Zama Site Manager
Willie Schmidt Fleet Maintenance Manager

ALSO PRESENT: Members of the public.

Minutes of the Budget Council meeting for Mackenzie County held on November 26, 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 19-11-689 MOVED by Councillor Driedger

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) None

DELEGATIONS:

4. a) None

TENDERS:

5. a) None

PUBLIC HEARINGS:

6. a) None

**GENERAL
REPORTS:**

7. a) None

**AGRICULTURE
SERVICES:**

8. a) None

**COMMUNITY
SERVICES:**

9. a) None

FINANCE:

10. a) **2020 Grants to Non Profit Organizations**

Review of 2020 Grants to Non-Profit Organizations.

Councillor Jorgensen arrived at 10:09 a.m.

Reeve Knelsen recessed the meeting at 10:35 a.m. and reconvened the meeting at 10:52 a.m.

Deputy Reeve Sarapuk arrived at 10:54 a.m.

MOTION 19-11-690

MOVED by Councillor Wardley

That the agreement with the La Crete Ferry Campground be amended to add insurance coverage.

CARRIED

Continuation of the review of 2020 Grants to Non-Profit Organizations.

Councillor Jorgensen stepped out of the meeting at 11:45 a.m.

Reeve Knelsen recessed the meeting at 11:58 a.m. and reconvened the meeting at 12:46 p.m. with all members present.

Continuation of the review of 2020 Grants to Non-Profit Organizations.

MOTION 19-11-691
Requires 2/3

MOVED by Councillor E. Peters

That the 2020 Grants to Non-Profit Organizations be recommended as discussed as per Tracking Change #17.

CARRIED

MOTION 19-11-692

MOVED by Councillor E. Peters

That the VSI Services contract extension be tabled to the next meeting.

CARRIED

FINANCE:

10. b) 2020 One Time Project – Addition

MOTION 19-11-693
Requires 2/3

MOVED by Councillor Bateman

That the Bridge Maintenance project in the amount of \$250,000 be incorporated in the 2020 One Time project list, contingent on Grant funding.

CARRIED

FINANCE:

10. c) Review 2019 One-Time Projects – Carry Forwards

MOTION 19-11-694
Requires 2/3

MOVED by Councillor Braun

That the 2019 One-Time Projects recommended to be Carried Forward be approved and incorporated into the 2020 Budget as presented.

CARRIED

FINANCE:

10. d) 2019 Capital Projects – Carry Forwards

Reeve Knelsen recessed the meeting at 1:58 p.m. and reconvened the meeting at 2:13 p.m.

MOTION 19-11-695
Requires 2/3

MOVED by Councillor Bateman

That the 2019 Capital Projects recommended to be Carried Forward be incorporated into the 2020 Budget as presented with the following amendments:

- FV – Water Services Repairs – recommend additional funds as requested in the amount of \$80,000
- FV – Streetscape – carry forward 2019 remaining funds in the amount of \$71,586
- Vanguard Subdivision Playground Equipment – remove additional funds request for fencing
- Rebuild Blumenort Road East – recommend additional funds as requested in the amount of \$440,000
- Rebuild Machesis Lake Road – recommend additional funds as requested in the amount of \$440,000

CARRIED

FINANCE:

10. e) 2020 Capital Project Requests

Reeve Knelsen recessed the meeting at 3:22 p.m. and reconvened the meeting at 3:36 p.m.

MOTION 19-11-696
Requires 2/3

MOVED by Councillor Jorgensen

That the 2019 budget be amended to include \$8,000 for the immediate purchase of the VRA Gas Filler for the La Crete Recreation Society with funding coming from the Recreation Reserve.

CARRIED

MOTION 19-11-697
Requires 2/3

MOVED by Councillor Cardinal

That the 2020 Capital projects be recommended as discussed.

CARRIED

FINANCE:

10. f) 2020 Operating Budget – Draft

FINANCE:

10. g) Mackenzie Wellness Centre Project

MOTION 19-11-698
Requires 2/3

MOVED by Councillor Wardley

That the 2020 Operating Budget Draft and the Mackenzie Wellness Centre Project be tabled to the next meeting.

CARRIED

OPERATIONS: 11. a) None

UTILITIES: 12. a) None

**PLANNING AND
DEVELOPMENT:** 13. a) None

ADMINISTRATION: 14. a) None

**COUNCIL
COMMITTEE
REPORTS:** 15. a) None

**INFORMATION /
CORRESPONDENCE:** 16. a) None

CLOSED MEETING: 17. None

NOTICE OF MOTION: 18. a) None

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

Budget Council Meeting
November 26, 2019
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
November 27, 2019
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 19-11-699 **MOVED** by Councillor Braun

That the budget Council meeting be adjourned at 4:14 p.m.

CARRIED

These minutes will be presented to Council for approval on December 10, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the November 27, 2019 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 27, 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: J. Emmerson Reviewed by: CG CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 27, 2019 Regular Council Meeting be adopted as presented.

Author: J. Emmerson Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**November 27, 2019
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:06 a.m.)
Anthony Peters	Councillor
Ernest Peters	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Carol Gabriel	Deputy Chief Administrative Officer/ Recording Secretary
Byron Peters	Director of Planning and Development
Doug Munn	Director of Community Services
Jennifer Batt	Interim Director of Finance
Dave Fehr	Director of Operations
Grant Smith	Agricultural Fieldman
Don Roberts	Zama Site Manager

ALSO PRESENT: Members of the public.
S/Sgt. Jesse Gilbert, Fort Vermilion RCMP Detachment
Cst. William White, Fort Vermilion RCMP Detachment

Minutes of the Regular Council meeting for Mackenzie County held on November 27, 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 19-11-700 MOVED by Deputy Reeve Sarapuk

That the agenda be approved with the following additions:
17. c) Organizational Chart

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) Minutes of the November 5, 2019 Regular Council Meeting

MOTION 19-11-701

MOVED by Councillor A. Peters

That the minutes of the November 5, 2019 Regular Council Meeting be adopted as presented.

CARRIED

3. b) Minutes of the November 5, 2019 Budget Council Meeting

MOTION 19-11-702

MOVED by Councillor Braun

That the minutes of the November 5, 2019 Budget Council Meeting be adopted as presented.

CARRIED

3. c) Business Arising out of the Minutes

None.

**GENERAL
REPORTS:**

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

MOTION 19-11-703

MOVED by Councillor Bateman

That the disaster recovery program update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

8. a) Stray Animals Act

Councillor Jorgensen arrived at 10:06 a.m.

MOTION 19-11-704 **MOVED** by Deputy Reeve Sarapuk

That the Stray Animals Act summary be received for information and that administration investigate obtaining Inspector status.

CARRIED

COMMUNITY SERVICES:

9. a) 2019 Campground Caretakers Bonus

MOTION 19-11-705 **MOVED** by Councillor Braun

That the 2019 Campground Caretaker bonuses be approved as follows:

- Wadlin Lake - \$6,022.00
- Hutch Lake - \$5,345.00
- Machesis Lake - \$118.75

CARRIED

FINANCE: **10. a) Financial Reports – January 1, 2019 to October 31, 2019**

MOTION 19-11-706 **MOVED** by Councillor Wardley

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

CARRIED

FINANCE: **10. b) Expense Claim – Chief Administrative Officer**

MOTION 19-11-707 **MOVED** by Councillor Driedger

That the Chief Administrative Officer expense claim for October 2019 be received for information.

CARRIED

FINANCE: **10. c) Expense Claims – Councillors**

MOTION 19-11-708 **MOVED** by Councillor A. Peters

That the Councillor expense claims for October 2019 be received for information.

CARRIED

FINANCE: 10. d) Expense Claims – Members at Large

MOTION 19-11-709 MOVED by Councillor Wardley

That the October 2019 Member at Large Expense Claims be received for information.

CARRIED

FINANCE: 10. e) MasterCard Statements

MOTION 19-11-710 MOVED by Councillor Cardinal

That the MasterCard statements for August and September 2019 be received for information.

CARRIED

FINANCE: 10. f) Quarterly Fuel Report (Q3)

MOTION 19-11-711 MOVED by Councillor A. Peters

That the quarterly fuel usage report for Quarter 3 of 2019 be received for information.

CARRIED

FINANCE: 10. g) Town of High Level 2019 Capital Funding Project Cancellations

MOTION 19-11-712 MOVED by Councillor Braun
Requires 2/3

That the 2019 Budget be amended by returning \$695,470 back into the General Operating Reserve for the cancellation of the following projects by the Town of High Level.

- | | |
|-------------------------------------|-----------|
| 1. Arena Boards | \$50,000 |
| 2. Washroom and Change Room Upgrade | \$15,000 |
| 3. Sports Complex Expansion | \$630,470 |

CARRIED

OPERATIONS: 11. a) Tompkins Crossing Ice Bridge Contract Extension

MOTION 19-11-713 **MOVED** by Councillor Bateman

That the Construction and Maintenance of Tompkins Crossing Ice Bridge agreement with George and Abe Driedger be extended for a one year period, expiring in April 2020.

CARRIED

Reeve Knelsen recessed the meeting at 10:40 a.m. and reconvened the meeting at 10:54 a.m.

UTILITIES: **12. a) None**

PLANNING AND DEVELOPMENT: **13. a) Bylaw 1160-19 Land Use Bylaw Amendment to add Hamlet Residential 2A to Section 9**

MOTION 19-11-714 **MOVED** by Councillor Jorgensen

That first reading be given to Bylaw 1160-19 being a Land Use Bylaw Amendment to add Hamlet Residential 2A to Section 9, subject to public hearing input.

CARRIED

TENDERS: **5. a) Agricultural Land Lease**

MOTION 19-11-715 **MOVED** by Councillor Driedger

That the proposals for the Agricultural Land Lease (Hay Land Rental at the Buffalo Head Truck Fill Station) be opened.

CARRIED

Proposals Received:

Joe Peters	\$150.00 per year
Dave Schellenberg	\$200.00 per year
Adam & Carol Martens	\$210.00 per year
Dave Hiebert	\$375.00 per year
Ed Harder	\$120.00 per year
Peter Wiebe	\$225.00 per year

MOTION 19-11-716 **MOVED** by Councillor E. Peters

That the proposal for the Agricultural Land Lease (Hay Land

Rental at the Buffalo Head Truck Fill Station) be awarded to the highest bidder.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. b) Policy DEV001 Urban Development Standards

MOTION 19-11-717

MOVED by Councillor Bateman

That administration continue with the review of Policy DEV001 Urban Development Standards.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. c) Policy DEV005 Municipal Reserve Policy

MOTION 19-11-718

MOVED by Councillor Braun

That Policy DEV005 Municipal Reserve Policy be approved as amended.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. d) Organic Alberta CARES Application – Request for Support

MOTION 19-11-719
Requires

MOVED by Councillor Bateman

That Mackenzie County provide a letter of support to Organic Alberta for their CARES program application.

CARRIED

ADMINISTRATION:

14. a) Bylaw 1161-19 Honorariums & Expense Reimbursement

MOTION 19-11-720
Requires 2/3

MOVED by Councillor Bateman

That first reading be given to Bylaw 1161-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

MOTION 19-11-721
Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 1161-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

Councillor A. Peters stepped out of the meeting at 11:50 a.m.

MOTION 19-11-722
Requires Unanimous

MOVED by Councillor Cardinal

That consideration be given to go to third reading of Bylaw 1161-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members, at this meeting.

DEFEATED

Councillor A. Peters rejoined the meeting at 11:54 a.m.

DELEGATIONS:

4. a) Fort Vermilion RCMP – Statistics and Enhanced Policing Report

MOTION 19-11-723

MOVED by Councillor Jorgensen

That the RCMP crime statistics and enhanced policing report be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:08 p.m. and reconvened the meeting at 12:54 p.m.

ADMINISTRATION:

14. b) Memorandum of Understanding – Fort Vermilion School Division (Zama School Equipment/Properties)

MOTION 19-11-724

MOVED by Councillor Wardley

That the Memorandum of Understanding between Mackenzie County and the Fort Vermilion School Division regarding the Zama School equipment and properties be received for information.

CARRIED

ADMINISTRATION: 14. c) Tri-Council Meeting – December 4, 2019

MOTION 19-11-725 MOVED by Councillor Wardley

That the following items be added to the December 4, 2019 Tri-Council meeting for discussion:

- Lobby Government Effectively Follow-up
- Proposed Farm Land Expansion
- Lionstooth Energy Project (Delegation)
- High Level Post Office Hours

CARRIED

PUBLIC HEARINGS: 6. a) Bylaw 1158-19 Land Use Bylaw Amendment to add the definition of Dwelling-Multi-Family to Section 2.3.1, to add regulations for Dwelling-Multi-Family to Section 8.19 and to add Dwelling-Multi-Family as a Discretionary Use to the Hamlet Residential 1 “HR1” and Hamlet Residential 2 “HR2” districts

Reeve Knelsen called the public hearing for Bylaw 1158-19 to order at 1:06 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1158-19 was properly advertised. Byron Peters, Director of Planning and Development, 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, Director of Planning and Development, presented the following:

Administration proposes another definition under the heading of Multi-Family dwellings to be put into Section 2.3.1 of the Land Use Bylaw 1066-17.

Dwelling-Multi-Family: means a residential building containing three (3) or more dwelling units separated by common walls and located on a single site, each dwelling unit having at least one (1) separate at-grade entrance.

Administration also proposes to add regulations for Dwelling-Multi-Family to Section 8 of the Land Use Bylaw 1066-17:

8.19 Dwelling-Multi Family

8.19.1 Multi Family dwellings must provide an appropriate balance of developed, parking and green space on each lot and/or within each multi-family site.

8.19.2 Multi-Family dwellings must have the proper setbacks in relation to their zoning districts, as well as exterior finishes, whether permanent or temporary, orientation and massing that is compatible with those commonly found in Residential Zones and that is appropriate to the neighbourhood.

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

First reading was given on October 23, 2019.

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

- *What does the term multi-family refer to? 3 or more residences in a joint unit with separate entrances. It refers to the building itself, housing multiple families. We don't define whether it is a bachelor unit, etc.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1158-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1158-19. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1158-19 at 1:09 p.m.

MOTION 19-11-726

MOVED by Councillor Bateman

That second reading be given to Bylaw 1158-19 being a Land Use Bylaw Amendment to add the definition of Dwelling-Multi-Family to Section 2.3.1, to add regulations for Dwelling-Multi-Family to Section 8.19, and to add Dwelling-Multi-Family as a Discretionary Use to the Hamlet Residential 1 "HR1" and Hamlet Residential 2 "HR2" districts.

CARRIED

MOTION 19-11-727

MOVED by Councillor Wardley

That third reading be given to Bylaw 1158-19 being a Land Use Bylaw Amendment to add the definition of Dwelling-Multi-Family to Section 2.3.1, to add regulations for Dwelling-Multi-Family to Section 8.19, and to add Dwelling-Multi-Family as a Discretionary Use to the Hamlet Residential 1 "HR1" and Hamlet Residential 2 "HR2" districts.

CARRIED

PUBLIC HEARINGS:

6. b) Bylaw 1159-19 Land Use Bylaw Amendment to amend the regulations of the Home Based Business, Minor Use

Reeve Knelsen called the public hearing for Bylaw 1159-19 to order at 1:09 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1159-19 was properly advertised. Byron Peters, Director of Planning and Development, 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, Director of Planning and Development, presented the following:

There are currently two reporting requirements for home based businesses, which includes the renewal of their development permit and their business license. The proposed changes are to simplify the process and eliminate one of the renewal requirements. It was determined that the Business License requirement is sufficient.

First reading was given on October 23, 2019.

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

- *Is there anything about off street parking? Off street parking is identified within the regulations of the Land Use Bylaw for all businesses including Home Based*

Businesses. It is also included in their development permit.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1159-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1159-19. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1159-19 at 1:12 p.m.

MOTION 19-11-728 **MOVED** by Councillor Bateman

That second reading be given to Bylaw 1159-19 being a Land Use Bylaw Amendment to amend the regulations in section 8.29.5 and section 8.29.6 of Home Based Business, Minor Use.

CARRIED

MOTION 19-11-729 **MOVED** by Councillor Braun

That third reading be given to Bylaw 1159-19 being a Land Use Bylaw Amendment to amend the regulations in section 8.29.5 and section 8.29.6 of Home Based Business, Minor Use.

CARRIED

ADMINISTRATION: **14. d) Caribou Update (Standing Item)**

MOTION 19-11-730 **MOVED** by Councillor Jorgensen

That the Caribou Update be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:** **15. a) Council Committee Reports (verbal)**

MOTION 19-11-731 **MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Environment & Parks regarding commercial fishing at Bistcho Lake and recreational fishing at Thurston Lake.

CARRIED

MOTION 19-11-732

MOVED by Councillor Jorgensen

That the Council Committee reports be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. b) Agricultural Service Board Meeting Minutes

MOTION 19-11-733

MOVED by Councillor E. Peters

That the Agricultural Service Board meeting minutes of October 31, 2019 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. c) Municipal Planning Commission Meeting Minutes

MOTION 19-11-734

MOVED by Councillor Wardley

That the Municipal Planning Commission meeting minutes of October 31, 2019 be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 19-11-735

MOVED by Councillor Wardley

That the response to Service Alberta regarding broadband internet include the projects in our region and the Zama Fibre Project partnership with Arrow Technologies.

CARRIED

MOTION 19-11-736

MOVED by Councillor Bateman

That the information/correspondence items be received for information.

CARRIED

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

CLOSED MEETING: 17. Closed Meeting

MOTION 19-11-737 MOVED by Councillor Bateman

That Council move into a closed meeting at 2:02 p.m. to discuss the following:

- 17. a) Union Negotiations (*FOIP, Div. 2, Part 1, s. 23, 24*)
- 17. b) Zama Fire Services (*FOIP, Div. 2, Part 1, s. 24*)
- 17. c) Organizational Chart (*FOIP, Div. 2, Part 1, s. 17, 24*)

CARRIED

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

- All Councillors
- Len Racher, Chief Administrative Officer
- Carol Gabriel, Deputy Chief Administrative Officer (*left the meeting at 3:00 p.m. and rejoined the meeting at 4:03 p.m.*)
- Jennifer Batt, Interim Director of Finance (*left the meeting at 3:00 p.m.*)
- Byron Peters, Director of Planning & Development (*left the meeting at 3:00 p.m.*)
- Doug Munn, Director of Community Services (*left the meeting at 3:00 p.m.*)
- David Fehr, Director of Operations (*left the meeting at 3:00 p.m.*)
- Don Roberts, Zama Site Manager (*left the meeting at 3:00 p.m.*)

MOTION 19-11-738 MOVED by Councillor Jorgensen

That Council move out of a closed meeting at 4:03 p.m.

CARRIED

17. a) Union Negotiations

MOTION 19-11-739 MOVED by Councillor Braun
Requires 2/3

That the Mediator's Recommendations for Terms of Settlement,

dated October 22, 2019, between Mackenzie County and the Alberta Union of Provincial Employees (Local 118/008) be ACCEPTED.

CARRIED

17. b) Zama Fire Services

MOTION 19-11-740
Requires 2/3

MOVED by Councillor Driedger

That administration be directed to develop an agreement with the Town of High Level for fire services for vehicle extrication and highway response along Highway 35 north and the Zama Road.

CARRIED

17. c) Organizational Chart (ADDITION)

MOTION 19-11-741
Requires Unanimous

MOVED by Councillor Jorgensen

That the Director of Community Services job description be brought back to the next meeting.

DEFEATED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

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

Budget Council Meeting
December 11, 2019
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 19-11-742 **MOVED** by Councillor Braun

That the Council meeting be adjourned at 4:09 p.m.

CARRIED

These minutes will be presented to Council for approval on December 10, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Doug Munn, Director of Community Services
Title:	TENDERS Blumenort Waste Transfer Station Caretaking

BACKGROUND / PROPOSAL:

Administration prepared and advertised the 'Blumenort Waste Transfer Station Caretaking – Request for Proposals'. Submissions were due at the Mackenzie County office December 9, 2019 at 4:30 p.m.

OPTIONS & BENEFITS:

Submissions will be evaluated based on the following criteria:

Evaluation Criteria	Weight	Score
Interview & Experience (Successful proponent must receive a minimum of 15%)	30%	
Proposal Cost	70%	
TOTAL	100%	

Administration is recommending that the contract be awarded to the lowest bidder providing they meet the minimum criteria and interview screening.

COSTS & SOURCE OF FUNDING:

Funds have been budgeted for the contract at the current rates.

Author: _____ Reviewed by: _____ CAO: _____

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

The Blumenort Waste Transfer Station Caretaking Request for Proposals were advertised in the local newspaper and the Big Deal Bulletin.

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Blumenort Waste Transfer Station Caretaking – Request for Proposals be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the Blumenort Waste Transfer Station Caretaking – Request for Proposals based on the Evaluation Scoring criteria prior to awarding.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the Blumenort Waste Transfer Station Caretaking – Request for Proposals be awarded to the most qualified bidder while staying within budget.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Doug Munn, Director of Community Services
Title:	TENDERS Rocky Lane Waste Transfer Station Caretaking

BACKGROUND / PROPOSAL:

Administration prepared and advertised the 'Rocky Lane Waste Transfer Station Caretaking – Request for Proposals'. Submissions were due at the Mackenzie County office December 9, 2019 at 4:30 p.m.

OPTIONS & BENEFITS:

Submissions will be evaluated based on the following criteria:

Evaluation Criteria	Weight	Score
Interview & Experience (Successful proponent must receive a minimum of 15%)	30%	
Proposal Cost	70%	
TOTAL	100%	

Administration is recommending that the contract be awarded to the lowest bidder providing they meet the minimum criteria and interview screening.

COSTS & SOURCE OF FUNDING:

Funds have been budgeted for the contract at the current rates.

Author: _____ Reviewed by: _____ CAO: _____

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

The Rocky Lane Waste Transfer Station Caretaking – Request for Proposals were advertised in the local newspaper and the Big Deal Bulletin.

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Rocky Lane Waste Transfer Station Caretaking – Request for Proposals be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the Rocky Lane Waste Transfer Station Caretaking – Request for Proposals based on the Evaluation Scoring criteria prior to awarding.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the Rocky Lane Waste Transfer Station Caretaking – Request for Proposals be awarded to the most qualified bidder while staying within budget.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO & Director Reports for November 2019

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

Author: J. Emmerson Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: _____ Reviewed by: _____ CAO: _____

MONTHLY REPORT: CHIEF ADMINISTRATIVE OFFICER TO COUNCIL

For the Month of November 2019

From: Len Racher
Chief Administrative Officer

NOVEMBER 2019 MEETINGS

November 1	Managers Meeting
November 4	Meeting with Town of Rainbow Lake (Mayor & CAO)
November 5	Regular Council Meeting
November 6	Community Services Meeting
November 7	Workplace Harassment Awareness and Violence Prevention
November 12 - 15	RMA Fall Convention
November 13	Johnson Controls - Mackenzie County - Performance Infrastructure
	Meeting with Minister of Municipal Affairs
	Meeting with Alberta Infrastructure
	Telus Meet & Greet
	MD of Greenview Hospitality Suite
November 14	Meeting with Paramount
	ATCO Hospitality
November 15	Meeting with Minister of Ag & Forestry (Chuckegg Creek Wildfire Investigation Request)
November 19 - 20	ICS - 200
November 22	Tri-Council Planning
November 26	Budget Council Meeting
November 27	Regular Council Meeting
November 29	Office Safety Meeting

Mackenzie County Council has requested the investigation of a 4-way stop in the Hamlet of La Crete at the intersection where the 697 turns towards the ferry and crosses Avenue 101, and Range Road 151. The following response was received:

The traffic movements at this intersection are predominantly east/west, the current north/south stop condition is most appropriate. It is likely that installing a four way stop would increase the risk of collisions, as such we are not considering this.

With the holiday season fast approaching, I take this time to wish you all well as this year comes to an end and a new one begins.

Respectfully,

Len Racher
Chief Administrative Officer
Mackenzie County

REPORT TO THE CAO

For the Month of November, 2019

From: Carol Gabriel
Deputy Chief Administrative Officer
(Legislative & Support Services)

Meetings Attended

- 2019-11-01 Managers Meeting
- 2019-11-04 Meeting with the Town of Rainbow Lake along with the CAO to discuss the revenue sharing agreement.
- 2019-11-05 Regular and Budget Council Meetings
- 2019-11-07 Workplace Harassment Awareness & Violence Prevention Training
- 2019-11-12 to 2019-11-15 Attended the Rural Municipalities of Alberta Fall Convention and several meetings with provincial ministries and Paramount.
- 2019-11-19 and 2019-11-20 ICS 200 Training Course
- 2019-11-22 Attended the Tri-Council Secretariat meeting with the CAO to discuss the Tri-Council meeting and Regional Emergency Advisory Committee meeting agenda topics.
- 2019-11-26 Budget Council meeting
- 2019-11-27 Regular Council meeting
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council, correspondence, etc.
- Research and responding to inquiries.
- Continued working on scheduling meetings with Ministers during the RMA Conference in November and updating lobbying materials as required.
- Coordinating the Lobby Government Effectively Seminar to be held jointly with the Town of High Level and the Town of Rainbow Lake on December 2, 2019.

Bylaws/Policies/Reports/Publications:

- Assisting the Finance department with the 2020 budget process.
- The Honorariums and Expense bylaw was presented and received 1st and 2nd reading on November 27, 2019. Bylaw will be presented for 3rd reading on December 10, 2019.

Human Resources:

- The AUPE negotiations file is coming to a close. Council accepted the Mediators recommendations on November 27, 2019. Changes to the agreement have been discussed with staff and are being implemented. Continue working on updating the final Collective Agreement document with the approved changes.
- The County switched its benefit carrier effective December 1, 2019. Communication has been ongoing with Employees and Councillors.
- The Management Team and the Supervisors attended Workplace Harassment Awareness & Violence Prevention training on November 7th and 8th.

Records Management:

- Ongoing requests for access to information.

Personnel

- Nothing to report.

Events/Community Engagement:

- The Public Consumption of Cannabis online survey closed on October 15, 2019. Results of the survey will be presented to Council in the New Year.
- Assisting Forestry and the MLA's office with advertising the MLA Wildfire Open House scheduled for December 14, 2019.
- Coordinating the annual County Christmas Banquet and Long Service Awards. Seven employees will be receiving their five-year award and two employees will receive their 10-year award.

Other:

- Coordinating an Emergency Management Agency meeting for December 9, 2019.
- A draft Memorandum of Understanding for the Enhanced Policing agreement has been prepared. The Fort Vermilion School Division funding support has been put on hold until spring discussions.
- Weekly advertisements to the newspaper.
- Ongoing updates to the County's Social Media including the website, Facebook, etc.
- Ongoing form review and updating.
- Preparing for various meetings.
- Travel and meeting coordination.
- Assisting other departments as required.

Monthly Report to the CAO

For the month of November, 2019

From: Byron Peters,
Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR. Caribou task force is seemingly creating a sub-regional plan.
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 – Open House was on November 4 th . CARES grant completion date set for January 15, 2021. Minimal progress on the project this year. ICCI grant proceeding well with REDI.
Streetscape	Ongoing	La Crete- Need to meet to determine 2020 priorities. Fort Vermilion- A handful of trees were planted this fall. Prioritizing the big lookout deck as the next project and applying for CFEP grant through FVBoT. Deck design is still in discussions. The new deck inserts (with corrected information) are expected to be installed by mid-December.
MGA Updates	Ongoing	Documented applicable MGA updates and implementing these changes through the planning

		department. Outstanding items include: offsite levies, tax incentives, and more.
Fort Vermilion Flood Risk Assessment	Q2 2019	Complete
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>Rainbow Lake: Draft MOU agreement was sent to Rainbow Lake – more negotiations needed.</p> <p>High Level: Preliminary discussions started at administrative level. No discussions recently.</p> <p>Northern Lights: 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>MD Opportunity: IDP exemption has been approved, and ICF submitted to the MoMA.</p> <p>Northern Sunrise: IDP Exemption request approved, ICF has been approved by both Councils.</p> <p>RM Wood Buffalo: Awaiting draft ICF proposal from RMWB. IDP/ICF time extension request has been drafted.</p>

Personnel Update:

Currently plan to use a combination of temporary employees and contracted services to fill vacancies created by staff on (or with upcoming) leave. One currently on leave and three more are anticipated to go on leave within the next few months.

Other Comments:

La Crete Industrial Lands assessment project has started – there was some good feedback from the initial open house. We’re looking at how we can expand on this project to present the need for improved infrastructure to other agencies/governments.

Most of my time over the last month has focused on planning department projects and activities, including the Alberta Community Partnership grant project. With a few projects just starting and the personnel changes in the department, it's been good for me to be able to be more involved in the departments' day to day functions.

Long Sleeve Productions in the area from December 2-6th, they are interviewing a number of individuals and filming footage for the Fort Vermilion and La Crete promo video's. This is an expansion of a REDI project.

MONTHLY REPORT TO THE CAO

For the Month of November 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 has been completed for the summer.

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/19	9 trickle services have been repaired this summer. Will carry forward project to complete in 2020. Sent out letters to inform those that have been repaired, their trickle will not be used going forward.
Rural Potable Water Infrastructure	Oct/19	Project is 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. Draft licence has been submitted by AEP for our review and should take affect in 2019.
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. Will see how this fits with industrial development strategy that P & D is completing.
LC – Well #4	Nov/19	Updated application for funding under the Alberta Municipal Water/Wastewater Partnership program with new estimates. 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:

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Other Comments:

<p>We completed ICS-200 course for staff that were in key roles this past summer and whom we want prepared for future events.</p> <p>Well #3 cleaning had great results. We went from 17 l/s withdraw rates before cleaning to 23.7 l/s after the well cleaning. We received the video inspection results and are awaiting the written report and laboratory results.</p>

Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County

MONTHLY REPORT TO THE CAO

For the Month Ending November, 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	2018 Statement of Expenditures were approved. 2019 Projects have been submitted, awaiting approval.
GAS Tax	Ongoing	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. DRP advisors for Chuckegg Fire claim have been reassigned. Awaiting new contact information. Awaiting invoices from ratepayers with grazing leases affected by wildfire. Awaiting response from insurance company regarding availability of fire insurance for fencing. Continue to review projects, costs, and required documentation compiled for submission to the Disaster Recovery Program.

May wildfires		Received approval notice from DRP. Confirming which wildfires are approved for claim.
2020 Operating & Capital Budgets	Ongoing	Draft Budget Council Meeting November 5 th and 26 th . Compile changes and information for December 11 th Budget Council meeting presentation. Review 3 year operating plan, and 5 year capital plan requirements required for 2020.
Grants to Non Profits	Oct 15	2020 grant applications have been reviewed with Council during November 5 th and 26 th Budget meetings.
Tax Collection – Lawyer	Ongoing	2 tax collection files currently 1 – awaiting response from ratepayer 1 – for Council decision December 10 th meeting

MONTHLY REPORT: CHIEF ADMINISTRATIVE OFFICER

For the Month of November, 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.
Buffalo Head Truck Fill Hay Lease	2019	Bids were opened at the November 27 th council meeting. A total of six bids were received on 6.5 acres of brome/alfalfa hay ground. The highest bid was \$375 for a three year term.
Emergency Livestock Response Plan	April 2020	The ASB met with Brad Andres, Director of Emergency Management Services AAF on August 19 th 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. It is the ASB’s intention to have this Response Plan in place by early April, 2020.

Wolf Bounty	2019	To date there have been 530 wolf carcasses tagged. The wolf bounty will be discontinued when budgeted funds are depleted.
Shelterbelt Program	2019	Administration is currently seeking other options for the Shelterbelt program as it appears the current one is insufficient to ratepayer needs. Application deadline is December 31 st .
Seed Cleaning Plant Inspections	2019	Seed Cleaning Plants received their annual inspection on Feb 26 th . 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 th in Peace River. 16 Municipalities participate in the program. There was a significant increase in VSI usage in 2019.
Water Pumping Program	November 2019	To date there have been 32 Pump Rentals. 2019 saw the most rentals since the program was started.

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 rd 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. Guard rail has been installed along Twp Rd 104-4 for one mile along the deepest part of the channel.

Personnel Update:

Other Comments:

Monthly Report to the CAO

For the Month of November 2019

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

Meetings Attended in November 2019

November

1	Manager Meeting
5	Council Meeting
6	Community Services Committee Meeting
8	Workplace Harassment and Violence Training Session
14	Joint Health and Safety Committee Meeting
15	Waste Transfer Station Attendants Meeting
26	Council Budget Meeting
27	Council Meeting

Fort Vermilion, La Crete and Zama Fire Department for October 2019

Activity Summary Report for Oct 27 to November 30, 2019

0 - Alarm
5 - Fire
18 – Medical Co-response
4 – Motor Vehicle Incident

Health and Safety

- Completed Emergency Response Plans for all Waste Transfer Stations

Waste

- Completed safety inspections on several WTS sites
- RFP's for both Blumenort and Rocky Lane WTS Caretakers have been put out for Tender. Due date for RFPs is December 9, 2019
- Extended Waste Haul Agreement with L&P Disposal
- Ignite burnable wood piles at Waste Transfer Stations – Bluehills, Blumenort, Fort Vermilion and Rocky Lane

Parks and Recreation

- Community Services Committee currently reviewing the Recreation Board Agreements
- Continue to work on ICIP Grant for Wellness Centre

Building Maintenance

- Replace leaking hot water tank – Zama Water Treatment Plant
- Repair dishwasher and sewer piping – Zama trailer
- Process firewood in Fort Vermilion
- Repair hot water tank – LC Firehall
- Attend first aid course
- Attend ICS 200 course
- Numerous minor repairs- water leaks, lights, door knobs, pressure washer etc.

General

I have resigned my position as Director of Community Services and my last day of work will be December 20, 2019. As this will be my final report I would like to thank Len Racher and Council for the opportunity to work for Mackenzie County.

COMMUNITY SERVICES & OPERATIONS

Month End Summary November 2019 Enforcement & Safety

Enforcement

- Checking weekly for dogs in Fort Vermilion in the areas that were identified as concerns by ratepayers. Also checked Rocky Lane School as well as the Rocky Lane Waste Transfer Station.
- One dog picked up in La Crete and brought to the vet.
- Investigated burn pile and smoke concerns in West La Crete.
- Continuing to monitor garbage collections on Wednesday in La Crete.
- Working with Fred with prioritization of goal setting.
- Reviewed bylaw's from other municipalities regarding smoke or burning that effects visibility.
- Dealt with 4 bylaw concerns in La Crete.

Health and Safety

- Continued working with HSC committee on training, and attending Health & Safety Meetings.
- Set up First aid Training for 14 employees in November.
- Set up First Aid training in for employees for January.
- Completed investigations into Incidents with our employees.
- Sent out reminders to staff regarding winter conditions (Ice).
- Set up training for La Crete shop over-head crane and boom truck.

Communications

Started working with the roads department to set up digital communications with our existing equipment. This will be ongoing into the New Year.

Ron Dyck

Enforcement & Safety Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Jennifer Batt, Interim Director of Finance
Title:	Bylaw 1162-19 Short Term Borrowing

BACKGROUND / PROPOSAL:

The County maintains a line of credit with ATB Financial. The main purpose of this line of credit is to ensure cash is available to meet the County’s financial obligations. The County has not in recent years utilized its line of credit and it is not anticipated that it will be utilized during 2020, however it is good financial planning to have it in place if required.

The Finance Department prepares monthly investment reports to monitor levels of cash, near-cash (T-bills), and short and long-term investments. In turn, this report assists our projection of cash flows in the near and intermediate term. Cash flow projections are prepared in order to determine the estimated levels of funds required on a monthly basis to meet the County’s financial obligations and invest the estimated available funds in order to maximize the County’s investment income.

Draws on this line of credit will only occur if required and are automatically repaid as deposits are made on our account.

OPTIONS & BENEFITS:

Review of the internally prepared projected cash flow reports indicates that the County has adequate cash flow. It is recommended that Council approve a short-term borrowing bylaw for \$2,000,000 should additional funds be needed in the future.

The proposed bylaw is attached for review.

Author: J. Batt Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

If the County borrows these funds, interest will be charged and recorded to operating expenses.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Under the Municipal Government Act, Section 256(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

- Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1162-19, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

Motion 2

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1162-19, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

Motion 3

- Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1162-19, being a bylaw authorizing the short-term borrowing of funds with ATB Financial, at this meeting.

Author: J. Batt Reviewed by: _____ CAO: _____

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1162-19, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.

Author: J. Batt Reviewed by: _____ CAO: _____

BYLAW NO. 1162-19

**BEING A BYLAW OF THE
MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA,
TO AUTHORIZE THE SHORT-TERM BORROWING OF FUNDS,
FROM TIME TO TIME, AS MAY BE NECESSARY TO MEET THE
OPERATING AND CAPITAL OBLIGATIONS OF
MACKENZIE COUNTY**

WHEREAS, under the authority and pursuant to the provisions of Section 246, and 251 of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the Council may pass a bylaw to borrow money on a short-term basis for the financing of an operating expenditure and/or capital property expenditure; and

WHEREAS, it is deemed proper and expedient for the Council of Mackenzie County to authorize the Reeve and Chief Administrative Officer or designate to borrow sums considered necessary to meet the current operating expenditures and capital obligations of the Corporation as per the approved annual budgets.

NOW THEREFORE, the Council of Mackenzie County, hereinafter called the "Corporation", in the Province of Alberta, duly assembled, enacts as follows:

1. That the Council of the Corporation does authorize borrowing from ATB Financial a sum or sums not exceeding Two Million (\$2,000,000.00) Dollars, which the Council deems necessary to expend to meet the current operating expenditures and capital obligations of the Corporation, until such time taxes levied or to be levied therefore can be collected, or as grants can be received from the Province of Alberta or Government of Canada, and as the Corporation applies for and receives funds by way of issuance of long-term debenture, and to pay or agree to pay interest not exceeding Ten Percent (10%) on the sum or sums so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between Council and ATB Financial.
2. That the sum or sums so borrowed be evidenced and secured by the promissory note or notes of the Reeve and Chief Administrative Officer or designate of the Corporation given on its behalf, and the said Reeve and Chief Administrative Officer or designate are hereby authorized and empowered to execute and give such promissory note or notes as may be required by ATB Financial and to determine and agree upon from time to time the rate of interest applicable to the amount of same borrowed hereunder, remaining from time to time outstanding.
3. That the Council of the Corporation does hereby pledge to ATB Financial security for the money borrowed hereunder, unpaid taxes and penalties on taxes assessed and/or levied by the Corporation in previous years together with penalties thereon and taxes assessed or to be assessed and/or to be levied for the current year and the following year, equal only to the amount of used

promissory note or notes including interest but not to exceed the sum of Two Million (\$2,000,000.00) Dollars.

4. The Corporation shall deposit in an account with the said ATB Financial the amount of said taxes, penalties and other designated revenues as collateral security for the money to be borrowed hereunder and interest thereon, and the sum shall be applied as necessary in payment of monies borrowed hereunder and interest thereon.
5. That the said ATB Financial shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the monies borrowed as aforesaid, or to be bound to wait until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
6. That nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favour of the said ATB Financial.
7. This Bylaw shall come in effect on January 1, 2020 and expire on December 31, 2022.

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.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Jennifer Batt, Interim Director of Finance
Title:	Unrecoverable Taxes – Write off Taxes Tax Roll # 411267

BACKGROUND / PROPOSAL:

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

From this list, administration forwarded information to our lawyers to assist in the collection efforts on Tax Roll # 411267. Upon investigation, it appears this company has ceased business activity.

Tax Roll #411267 outstanding balance \$106,348.20

Tax Roll #411267 was last assessed in 2012, with now a large majority of the outstanding balance is tax penalties assessed on the outstanding balances.

It is highly unlikely that the outstanding balance of \$106,348.20 will be collected; further recovery steps seem unattainable. Administration is recommending that the outstanding balance be written off.

OPTIONS & BENEFITS:

That Council pass a motion to reverse 2019 penalties on Tax Roll #411267 in the amount of \$14,291.47.

That Council pass a motion to write off the outstanding balance of Tax Roll #411267 in the amount of \$92,056.73.

There is no Provincial Education Requisition Credit for education taxes to be collected on this tax roll.

Author: J. Batt Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

Penalties, and taxes up to and including 2018 are included in the 2018 yearend bad debt calculation, and reflected in the financial statements. There is no impact to the 2019 operating budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Bylaw 1142-19 Tax Penalties

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2019 penalties in the amount of \$14,291.47 on Tax Roll #411267 be reversed.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That taxes in the amount of \$92,056.73 for Tax Roll #411267 be written off as unrecoverable.

Author: J. Batt Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Jennifer Batt, Interim Director of Finance
Title:	Investing Canada – Community Initiatives Grant Application

BACKGROUND / PROPOSAL:

During the September 24, 2018 Council meeting, Council passed the following motion.

MOTION 18-09-712 **MOVED** by Councillor Bateman

That Mackenzie County apply for the Investing Canada – Community Initiatives Grant, as the grant sponsor, and work with the Regional Economic Development Initiative (REDI) for all aspects of the grant application, administration and project deliverables.

CARRIED

This application was submitted by Mackenzie County, with the matching funding partner being Regional Economic Development Initiative (REDI).

Mackenzie County was successful in obtaining this grant, and now requires that it be included in the 2019 Budget.

OPTIONS & BENEFITS:

N/A

Author: J. Batt Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

Investing in Canada Grant funding of \$51,500, and \$51,500 from Regional Economic Development Initiative (REDI). Total budget amount of \$103,000.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2019 budget be amended to include the Community Initiatives project in the amount of \$103,000, with 50% funding coming from Investing Canada – Community Initiatives grant, and 50% funding from Regional Economic Development Initiative (REDI).

Author: J. Batt Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Byron Peters, Director of Planning and Development
Title:	Bylaw 1163-19 Lane Closure Plan 142 0594, Block 34, Lot 8 and Lot 9 (La Crete)

BACKGROUND / PROPOSAL:

Administration has received a request from a developer to purchase 4 meters of the public utility lane that is between Plan 142 0594, Block 34, Lot 8 and Lot 9. The Developer wishes to purchase this piece of land to amalgamate with Lot 8 to create a larger lot.

Administration would like to keep the northern 2 meters of the Lane in order to allow access to the future proposed park and to act as the utility right of way and as a drainage right of way.

The applicant must purchase the public lane from the County at market value and is responsible for all surveying costs. The market value of the land will be requested if Council, decides they are willing to sell the lane to the applicant.

As this is a “Lane” attached to the public roads and not a “Lot”, this Bylaw requires the Minister of Transportation’s approval.

Bylaw 1134-19 was presented to the Municipal Planning Commission on February 25, 2019 where the following motion was made:

MPC-19-02-23 **MOVED** by John W. Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-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, subject to public hearing.

Author: K Racine **Reviewed by:** C Smith **CAO:** _____

CARRIED

This item was taken to Council on March 12, 2019 for first reading where it was passed with the following motion:

MOTION 19-03-163 **MOVED** by Councillor Bateman

That first reading be given to 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, subject to a ten foot fenced walkway and public hearing input.

CARRIED

This application was distributed to commenting agencies during the advertisement period. Alberta Transportation has no issues with the proposed lane closure but Northern Lights Gas Coop has notified the County that this lane is the only way for them to service Lot 9.

This bylaw went to public hearing April 8, 2019 and the developer retained a surveyor to draft a survey plan after the public hearing.

The survey is a requirement for approval from Alberta Transportation. The surveyor requested that the wording in the bylaw be changed to match the prepared plan to ensure the land titles office would register the lane closure. Since this bylaw did not receive second and third reading, a new bylaw can be prepared with the appropriate wording without doing a repeal and replace.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the public hearing, which will be borne by the applicant.

SUSTAINABILITY PLAN:

N/A

Author: K Racine Reviewed by: C Smith CAO:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1163-19 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, subject to a ten foot fenced walkway and public hearing input.

Author: K Racine Reviewed by: C Smith CAO:

BYLAW NO. 1163-19
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A PORTION OF
ROAD PLAN IN ACCORDANCE
WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,
CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000

WHEREAS, Council of Mackenzie County has determined that a portion of Public Lane as outlined on Plan _____ attached hereto, be subject to a lane closure, and

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

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Public Lane described as follows, subject to the rights of access granted by other legislation or regulations:

Plan 1420594
All that portion of lane lying within Lot 24, Block 34, Plan _____
Containing 0.015 hectares more or less
Excepting thereout all mines and minerals

READ a first time this _____ day of _____, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2020.

APPROVED this _____ day of _____, 2020.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ____ day of _____, 2020.

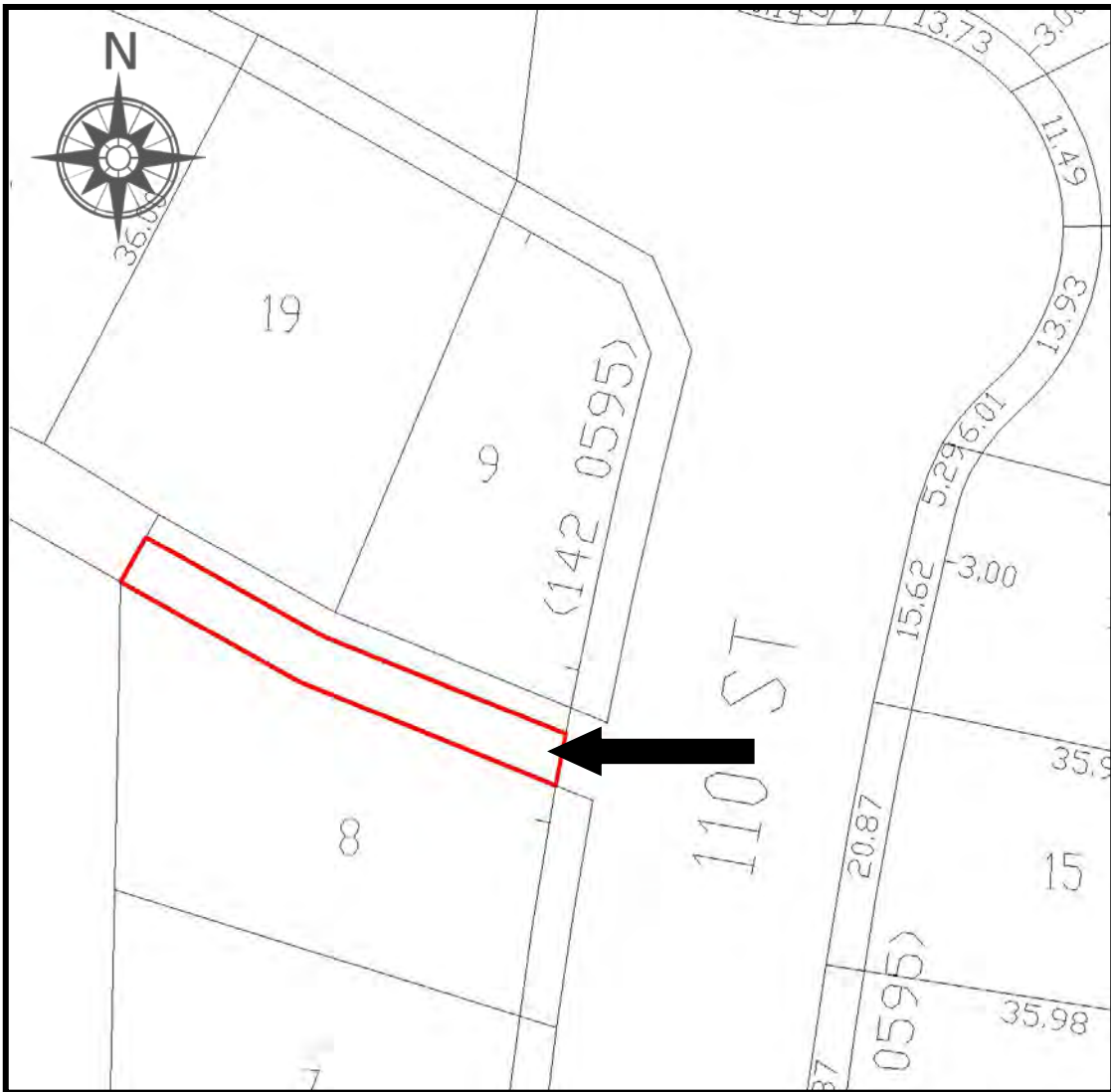
READ a third time and finally passed this ____ day of _____, 2020.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

BYLAW No. 1163-19

Plan _____



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT John Buller		
ADDRESS Box 1095		
TOWN La Crete		
POSTAL CODE T0H 2H0	PHONE (RES.) 8926-0353	BUS.

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
						142 0594	34	8

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Lane Closure TO: _____

REASONS SUPPORTING PROPOSED AMENDMENT:

The way the house is sitting on the property it doesn't work without the extra 4 meters to the north.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 460 RECEIPT NO. Invoiced

APPLICANT _____ DATE Feb 8, 2019

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

REGISTERED OWNER _____ 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

Mackenzie County INVOICE REQUEST

Invoice to: SELECT DEVELOPMENTS INC

Contact Name: JOHN BULLER Customer ID: 005558

Address: BOX 1095 Province: AB

City: LA CRETE Postal Code: T0H 2H0

Email: mrs scrubs@telus.net Phone: (780) 926-0353

GL Coding	Description	GST	Total
1-61-00-00-420	LAND USE AMENDMENT		\$ 460.00
Total:		\$ 0.00	\$ 460.00

Prepared By: Kristin Racine

Signature: *Kristin Racine* Date: Feb 8, 2019

Approved by Manager/Director: *Caitlin Smith*

Signature: *Caitlin Smith* Date: 2019-02-08

Approved by Finance Controller/Director: _____

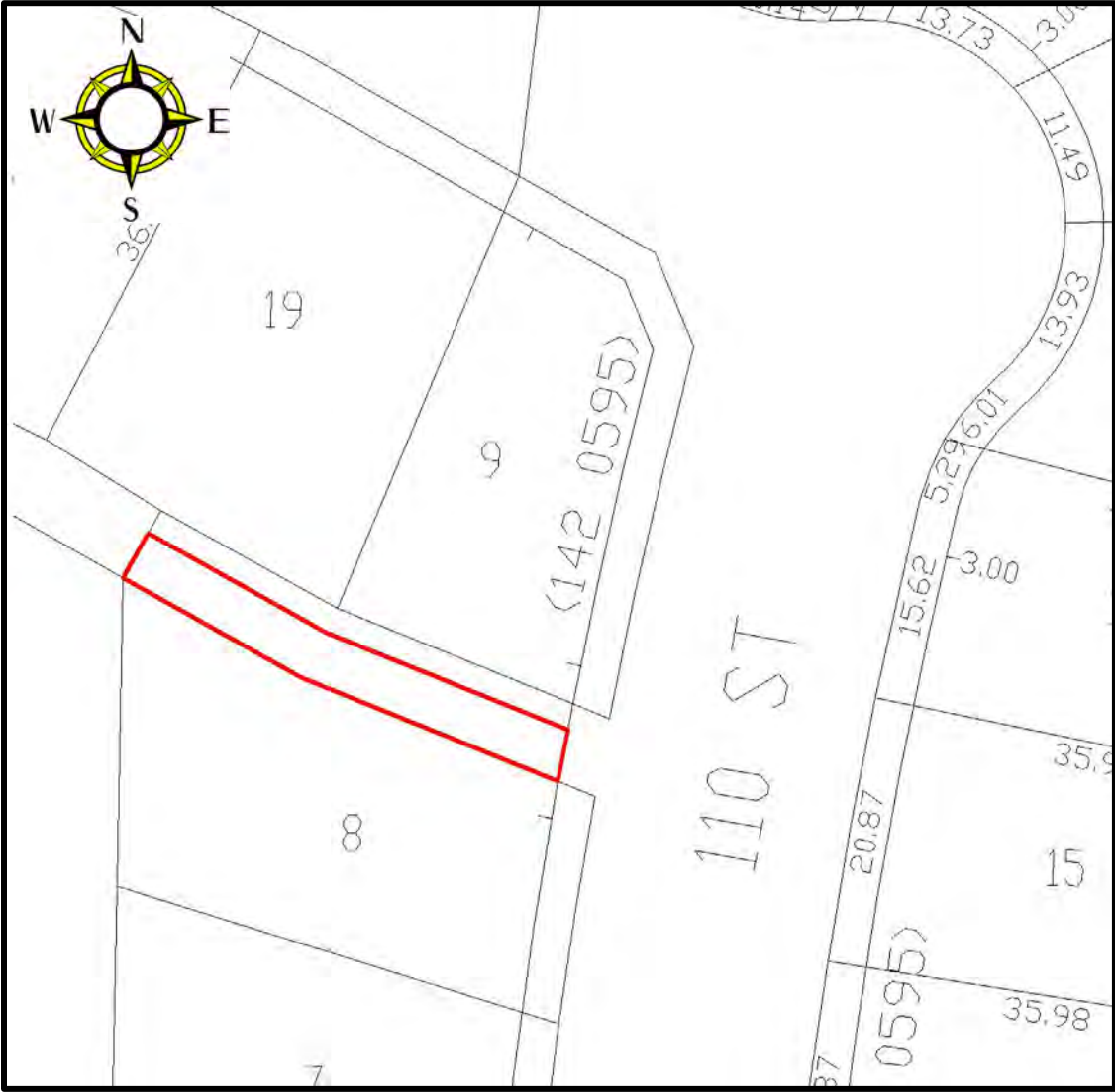
Signature: _____ Date: _____

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 AMENDMENT APPLICATION



File No. Bylaw 1134-19

NOT TO SCALE

Disclaimer

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



Mackenzie County

BYLAW APPLICATION



File No. Bylaw 1134-19

NOT TO SCALE

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Mackenzie County

SCHEDULE OF AREAS	
LAND DESCRIPTION	AREA REQUIRED
Lane, Plan 142 0594 (Closed)	0.015 ha
Lot 8, Blk 34, Plan 142 0594	0.074 ha
Total	0.089 ha.

PLAN No. _____
 ENTERED AND REGISTERED
 ON _____
 INSTRUMENT No.: _____

 A.D. REGISTRAR

Mackenzie County – Alberta

Plan Showing

Lane Closure within Plan 142 0594 and
 Consolidation Affecting Part of

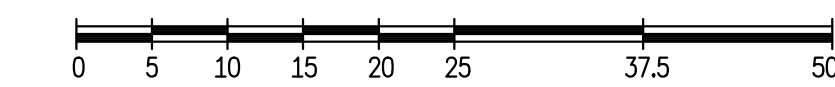
Lane, Plan 142 0594 (Closed) &
 Lot 8, Block 34, Plan 142 0594

Within

N.W. 1/4 Sec. 9, Twp. 106, Rge. 15, W.5M.

By: Jason W. Coates, ALS, 2019

Scale: 1:500



NOTES:

Distances are in metres and decimals thereof.
 Reference Point (RP) is shown thus RP ○
 All Statutory Iron Posts placed marked thus: P298
 Measurements are between Iron Posts unless shown otherwise.
 Lands affected by the Registration on this Plan shown bounded thus
 and contains 0.089 ha., comprising 1 (one) parcel.
 Bearings are shown to nearest 5" of arc.

LEGEND

The following abbreviations may appear on this Plan:

- | | | |
|---|----------------------------------|---|
| Δ denotes central angle of curve | M. denotes Mound or Meridian | Rge. denotes Range |
| C. of T. denotes Certificate of Title | Mk. denotes Mark | RP denotes Geo-Referenced Point |
| c.s. denotes Countersunk | N. denotes North | R/W denotes Right of Way |
| Ch.Brg. denotes chord bearing | NAD denotes North American Datum | Sec. denotes Section |
| CSRS denotes Canadian Spatial Reference System | PLI denotes Placed | Twp. denotes Township |
| E. denotes East | Fd. denotes Found | T. denotes Trench |
| Fd. denotes Found | Pos. denotes Position | UTM denotes Universal Transverse Mercator |
| GNS5 denotes Global Navigation Satellite System | R denotes Radius of Curve | W. denotes West |
| I. denotes Iron Post | Re-est denotes Re-established | Wit. denotes Witness |

Statutory iron post shown thus: Found Placed
 ● ○

GEO-REFERENCING INFORMATION

Bearings are UTM Grid, Zone 11, NAD83 (CSRS) and are derived from GNS5 Observations.

Reference Meridian is 117° West Longitude.
 Combined Factor is 0.999565.

Reference Point (RP): Fd. I. c.s., SE. Corner Lot 9, Block 34, Plan 142 0594
 N6450171.775m, E:533637.226m

SURVEYOR:

Jason W. Coates, ALS

Date of Survey:
 Surveyed on September 20th, 2019,
 in accordance with the provisions of the Surveys Act.

REGISTERED OWNER(S):

David Friessen
 Eva Friessen

AutoCAD Dwg File: 190117.dwg

BORDERLINE SURVEYS
 11028 – 102nd Avenue, Box 2661
 Fairview, AB 780-835-4618
 www.borderlinesurveys.com

Date: October 1st, 2019
Surveyed By: JC
Drawn By: SW
Checked: JC
Job #: 190117



Detail
 Scale 1:200





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Byron Peters, Director of Planning and Development
Title:	La Crete Area Structure Plan (Review)

BACKGROUND / PROPOSAL:

The Planning and Development Department was asked by Council to bring the current Area Structure Plan for La Crete for review to discuss industrial uses currently being allowed within the hamlet. The following motion was made by Council on October 8, 2019:

MOTION 19-10-545
Require Unanimous

MOVED by Councillor Wardley

That the La Crete Area Structure Plan be brought back to the next meeting for review.

CARRIED UNANIMOUSLY

The Hamlet of La Crete currently has two (2) industrial land use zonings allowing for light and heavy industrial facilities:

9.30 La Crete Light Industrial (LC-LI)

Purpose

9.30.1 The purpose of the La Crete Light Industrial (LC-LI) district is to provide for the grouping of light industrial and associated commercial uses, which do not cause nuisances to surrounding land uses, within HAMLETS.

9.31 La Crete Heavy Industrial (LC-HI)

Purpose

9.31.1 The purpose of the La Crete Heavy Industrial (LC-HI) district is to provide for heavy industrial uses, within HAMLETS, adjacent to land uses that will not be negatively impacted by associated nuisances.

There is currently one (1) rural industrial subdivision being proposed Northeast of the hamlet and two (2) new industrial developments proposed just outside of La Crete, all adjacent to Highway 697.

Author: N Friesen Reviewed by: B Peters CAO: _____

Alberta Transportation has concerns with development occurring east of La Crete because they do not want to grant any new accesses off of Highway 697. All intersections off Highway 697 accessing La Crete are near capacity, hindering the hamlet's ability to grow east. Administration is also working to create a new rural industrial Area Structure Plan for the outskirts of La Crete.

OPTIONS & BENEFITS:

The La Crete Area Structure Plan was approved in 2013, with no amendments.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E23 The County's business communities can provide local products and services to meet consumer demand.

Strategy E23.1 Consult with the County's business community to identify strategies that would strengthen the municipality's "open-for-business" attitude.

Strategy E23.3 Develop strategies to attract small- and medium-sized enterprises that provide support to the County's existing businesses and industries.

Strategy E24.2 Youth have sustainable employment opportunities that enable them to continue to live and work in the County.

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

Strategy E26.1 Infrastructure is adequate and there are plans in place to manage additional growth.

Strategy E26.2 Provide exceptional services that enhance the quality of life in County hamlets and existing rural areas as a means to dissuade residents and newcomers from moving to undeveloped areas to establish small lots or acreages.

Strategy E26.3 Take proactive measures to anticipate growth by preparing evidence-based plans for it.

Author: N Friesen **Reviewed by:** B Peters **CAO:**

COMMUNICATION / PUBLIC PARTICIPATION:

Not applicable at this time. Any changes to the ASP will require public consultation.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the La Crete Area Structure Plan be received for information.

Section 9 | Land Use District Regulations

9.30 La Crete Light Industrial (LC-LI)

Purpose

- 9.30.1 The purpose of the La Crete Light Industrial (LC-LI) district is to provide for the grouping of light industrial and associated commercial uses, which do not cause nuisances to surrounding land uses, within HAMLETS.



Permitted and Discretionary Land Use Classes

- 9.30.2 Land use classes within the following table shall be permitted or discretionary within the La Crete Light Industrial (LC-LI) district of this BYLAW.

Permitted	Discretionary
ACCESSORY BUILDING	AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MAJOR
AGRICULTURAL MACHINERY SALES AND SERVICE	BULK FUEL STORAGE AND DISTRIBUTION
AGRICULTURAL SUPPLY DEPOT	DUGOUT
AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MINOR	MANUFACTURED HOME SALES AND SERVICE
BUILDING SUPPLY CENTRE	SELF-STORAGE 1
BUSINESS SUPPORT SERVICES	SIGNS
COMMERCIAL SCHOOL, INDUSTRIAL	TARP SHELTER
CONTRACTOR, LIMITED	WAREHOUSE
EQUIPMENT RENTAL FACILITY	
INDUSTRIAL USE, GENERAL	
MANUFACTURING, MINOR	
PUBLIC UTILITY	
RECYCLING DEPOT	

Section 9 | Land Use District Regulations

Permitted	Discretionary
SERVICE STATION – MINOR	
SHIPPING CONTAINER	
SHOP – COMMERCIAL	

Regulations

9.30.3 In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

Regulation	Standard
Density	At the discretion of the Development Authority
Min. Setback	
Yard – Front	9.1m (30.0ft)
Yard – Exterior Side	At the discretion of the Development Authority.
Yard – Interior Side	At the discretion of the Development Authority.
Yard – Rear	3.1m (10.0ft)

Additional Regulations

- 9.30.4 In addition to Section 8.32 of this BYLAW, the Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other SCREENING of a visually pleasing nature, satisfactory to the Development Authority.
- 9.30.5 The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement adjoining DEVELOPMENT and character of the site to the satisfaction of the Development Authority.
- 9.30.6 The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this LAND USE DISTRICT.

Section 9 | Land Use District Regulations

9.31 La Crete Heavy Industrial (LC-HI)

Purpose

- 9.31.1 The purpose of the La Crete Heavy Industrial (LC-HI) district is to provide for heavy industrial uses, within HAMLETS, adjacent to land uses that will not be negatively impacted by associated nuisances.



Regulations

- 9.31.2 In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

Permitted	Discretionary
ACCESSORY BUILDING	AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MAJOR
AGRICULTURAL MACHINERY SALES AND SERVICE	BULK FUEL STORAGE AND DISTRIBUTION
AGRICULTURAL SUPPLY DEPOT	BULK FERTILIZER STORAGE AND/OR SALES
AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MINOR	BUSINESS SUPPORT SERVICES
CONTRACTOR, GENERAL	CONCRETE PRODUCTS
DUGOUT	ENVIRO- TANK
EQUIPMENT RENTAL FACILITY	GRAIN ELEVATOR
INDUSTRIAL USE, GENERAL	INDUSTRIAL USE, HEAVY
MANUFACTURING, MINOR	MANUFACTURING, MAJOR
PUBLIC UTILITY	OIL FIELD SERVICE
SHOP – COMMERCIAL	SALVAGE YARD
WAREHOUSE	SELF-STORAGE 2
	SERVICE STATION – MAJOR

Section 9 | Land Use District Regulations

Permitted	Discretionary
	SHIPPING CONTAINER
	SIGNS
	TARP SHELTER
	WASTE MANAGEMENT

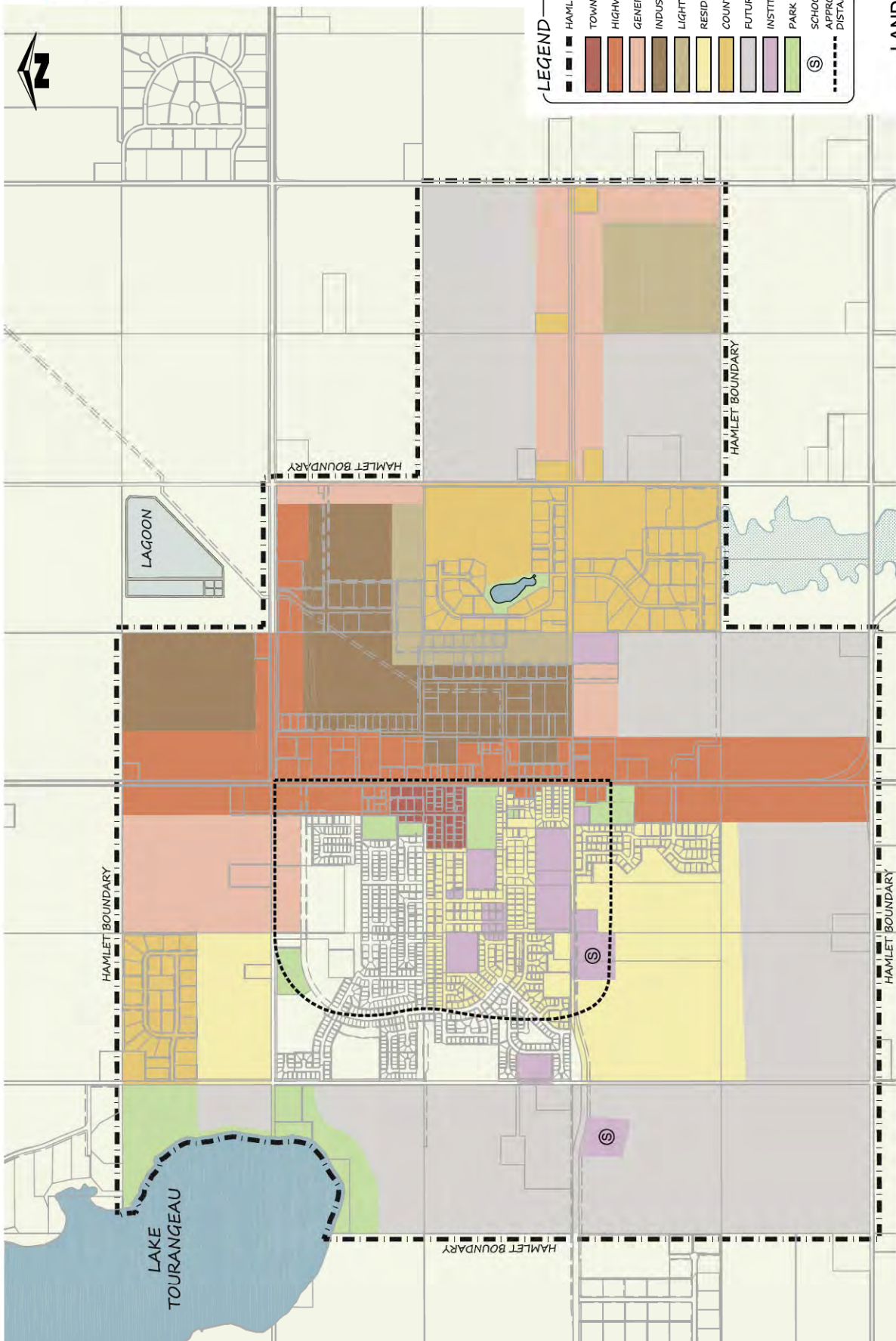
Regulations

9.31.3 In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

Regulation	Standard
Density	At the discretion of the Development Authority
Min. Setback	
Yard – Front	9.1m (30.0ft)
Yard – Exterior Side	At the discretion of the Development Authority
Yard – Interior Side	At the discretion of the Development Authority
Yard – Rear	3.1m (10.0ft)

Additional Regulations

- 9.31.4 In addition to Section 8.32 of this BYLAW, the Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other SCREENING of a visually pleasing nature, satisfactory to the Development Authority.
- 9.31.5 The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement adjoining DEVELOPMENT and character of the site to the satisfaction of the Development Authority.
- 9.31.6 The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this LAND USE DISTRICT.



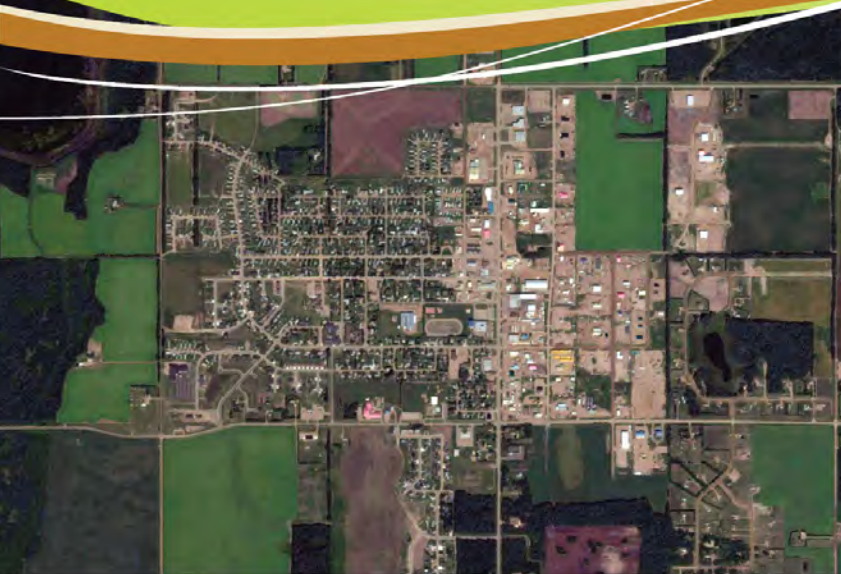
LEGEND

-  HAMLET OF LA CRETE
-  TOWN CENTRE
-  HIGHWAY COMMERCIAL AREA
-  GENERAL COMMERCIAL AREA
-  INDUSTRIAL AREA
-  LIGHT INDUSTRIAL AREA
-  RESIDENTIAL AREA
-  COUNTRY RESIDENTIAL AREA
-  FUTURE RESIDENTIAL
-  INSTITUTIONAL AREA
-  PARK AREA
-  SCHOOL
-  APPROXIMATE 30 MIN. WALKING DISTANCE TO TOWN CENTRE

FIGURE 2
LAND USE CONCEPT
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

Area Structure Plan
Hamlet of La Crete

Bylaw No. 895-13



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1 Purpose and Scope

This Area Structure Plan (Plan) has been prepared for the Hamlet of La Crete at the request of Mackenzie County (County), a Specialized Municipality with both urban and rural areas within its jurisdiction.

1.1 Introduction

La Crete is a fast growing community. Growth scenarios indicate that within 20-years its population could more than double. This population growth rate coincides with an expectation that industrial and commercial growth will continue. The purpose of the Plan is to provide a framework for future subdivision, servicing, and development of the hamlet that builds on the existing community strengths to create an urban environment that provides a high quality of residential, employment and recreational opportunities.

The Plan is primarily based on policy direction from the County Municipal Development Plan Bylaw 735-09. It sets out a vision and specifies actions and policies needed to achieve that vision based on the requirements of the *Municipal Government Act* (MGA). The MGA requires an Area Structure Plan to identify:

- Sequence of development for the plan area;
- Land uses proposed, either generally or with respect to specific parts of the area;
- Density of population proposed either generally or with respect to specific areas;
- General location of major transportation routes and public utilities; and,
- Other matters council considers necessary.

Area Structure Plans are long-term “living documents.” As the land use, socio-demographic and economic context changes it is not uncommon for plans to receive review and amendments. Despite such changes, the vision of this Plan should remain consistent. However, it is anticipated that more detailed components may be amended in accordance with hamlet and County needs.

The policies and actions identified in this Plan are meant to influence the Mackenzie County Land Use Bylaw, development standards, neighbourhood area plans, subdivision design, and development approvals to ensure that the long term vision for growth determined through this planning process is achieved.

1.2 Background Report

Along with the Plan, a background report was prepared. This report contains most of the analysis undertaken to identify the vision, goals and policies for the Plan. This includes a review of the planning context; an update of demographic considerations; review of existing land uses, natural features, facilities and infrastructure; and identification of opportunities associated with the same.

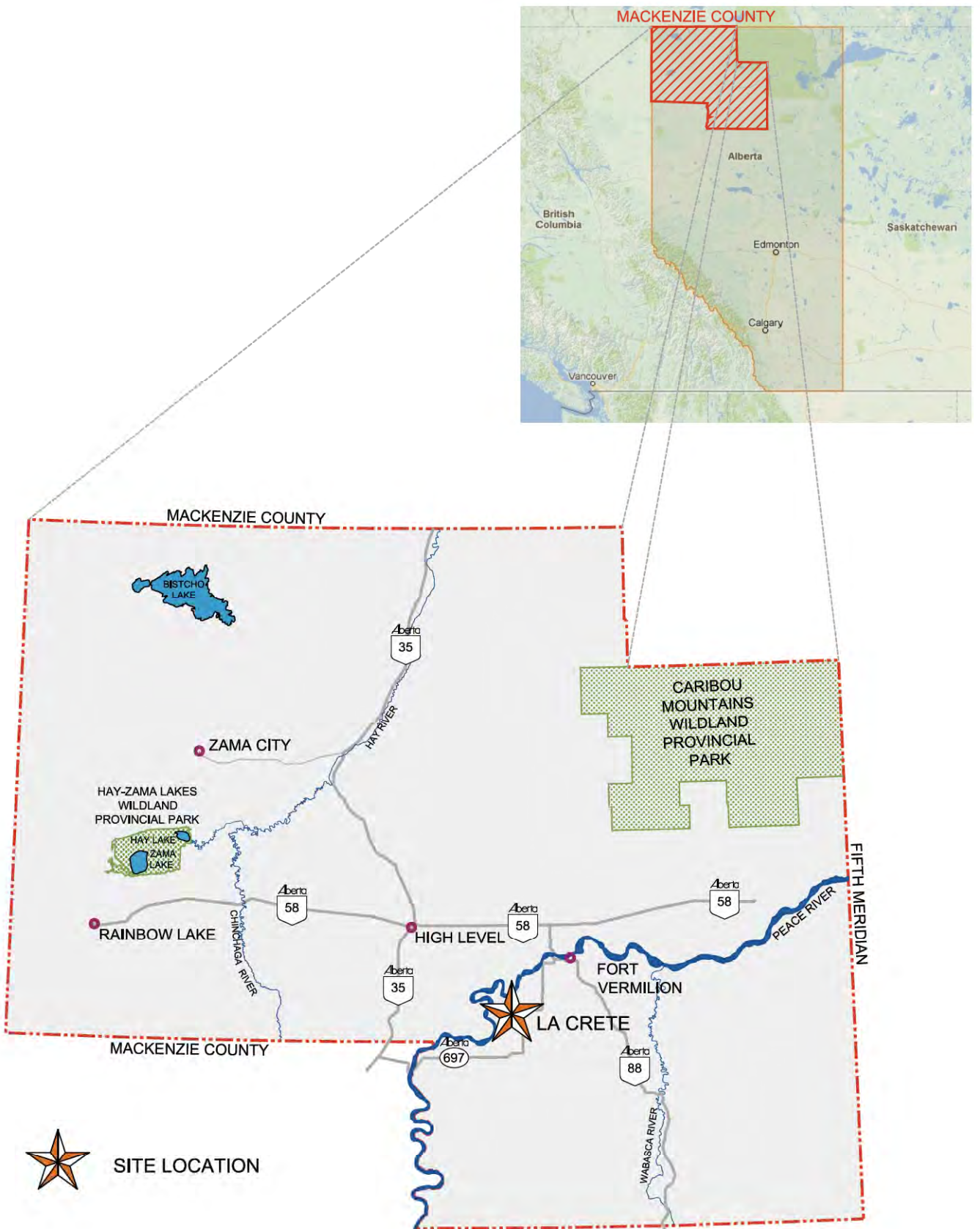


FIGURE 1
LOCATION PLAN
LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

1.3 Mackenzie County Municipal Development Plan (2009)

The Municipal Development Plan (MDP) defines the vision, principles, objectives, and policies of the County as well as objectives and policies for hamlets. By doing so, a foundation for the preparation of more detailed land use plans within existing hamlets is established.

1.3.1 Objectives for Hamlet Growth

Expanding the role of hamlets as service centres for surrounding rural areas is a common theme throughout the MDP and is a sound objective to achieving the overall vision for the County and a long term growth strategy for La Crete.

Key objectives expressed in the MDP that provide a foundation for growth in La Crete include:

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

1.3.2 Policies for Hamlet of La Crete

Key policies in the MDP that outline a long term growth strategy for La Crete include:

- Review and update the existing Hamlet of La Crete Area Structure Plan;
- Establishment of designated growth areas;
- Support contiguous development;
- Require Neighbourhood Structure Plans or Outline Plans for multi-lot subdivision applications;
- Promote the growth of a compact central business district;
- Encourage industrial uses to be located within industrial parks and buffered from incompatible uses;
- Encourage the grouping of major community facilities to create a focal point for the community;
- Support initiatives that promote La Crete's culture and heritage;
- Identify multi-family sites that accommodate a range of densities; and,
- Ensure sufficient supply of zoned and serviced commercial and industrial lands in close proximity to the aerodrome.

1.4 Community Consultation

Community consultation formed the cornerstone for this Plan. Early stakeholder consultation in La Crete helped focus the direction of this plan, while a public open house ensured wider input into the Plan's vision, policies and concepts. Results of this consultation can be found in the background report for this plan.

Key points recorded during consultation were:

1.4.1 Early Stakeholder Consultation

- Vibrancy and growth are opportunities.
- Pedestrian friendliness is an area for improvement.
- Business areas could be improved by paving parking lots and improving neatness.
- As community grows, there should be a separation of uses, particularly heavier industrial uses and residential.
- Land for increasing retail supply would be beneficial.
- Quality of development should be regulated (e.g. architectural controls).
- The lake area should be kept natural.
- Leap frog development is occurring and is not good from a service cost perspective.
- Encourage development instead of land banking.

1.4.2 Public Open Houses

A Public Open House was held on May 22nd, 2013 at the Heritage Centre.

- Display boards were presented to attendees that highlighted policies of the ASP and presented the land use concept, along with other maps.
- Little consequential feedback was received during the open house. Most discussion with the attendees focused on other matters being consulted on that evening.

2 Creating a Vision

The County has prepared this Plan to clarify, communicate and deliver its vision for the future development and redevelopment of La Crete.

In 20-years La Crete is envisioned to be a vibrant community serving as a cultural and commercial centre for the surrounding agricultural community while providing a high quality of life for all ages through a diversity of housing, recreation and employment opportunities in a northern rural setting.

In order to implement the vision, the Plan seeks to achieve specific objectives which are identified below. These objectives recognize and build on the La Crete policies of the MDP.

- Guide interim and long-term growth in a deliberate manner that coordinates with infrastructure provision and facilitates a complementary land use mix.
- Promote development of a town centre as a walkable and mixed use precinct that can help strengthen community identity.
- Expand residential development primarily to the west and south, integrating with existing recreational opportunities and providing key connections to commercial areas of town.
- Recognize the changing needs of the community by allowing a range of housing choices, including multi-family buildings.
- Expand business land supply in order to support economic development and encourage well designed developments in high profile areas such as 100 Street and the town centre.
- Protect natural areas that contribute to the rural character of La Crete.
- Expand community facilities and services to meet increasing demands, including space for two new schools, the trail network and the Lake Tourangeau recreational area.
- New development designs should reflect the northern climate.

As part of delivering these objectives, the Plan must be consistent with existing municipal, provincial, and federal policies, regulations and plans for the area. To illustrate the intent of the Land Use Concept, plans for municipal services, roadways and staging have been prepared.

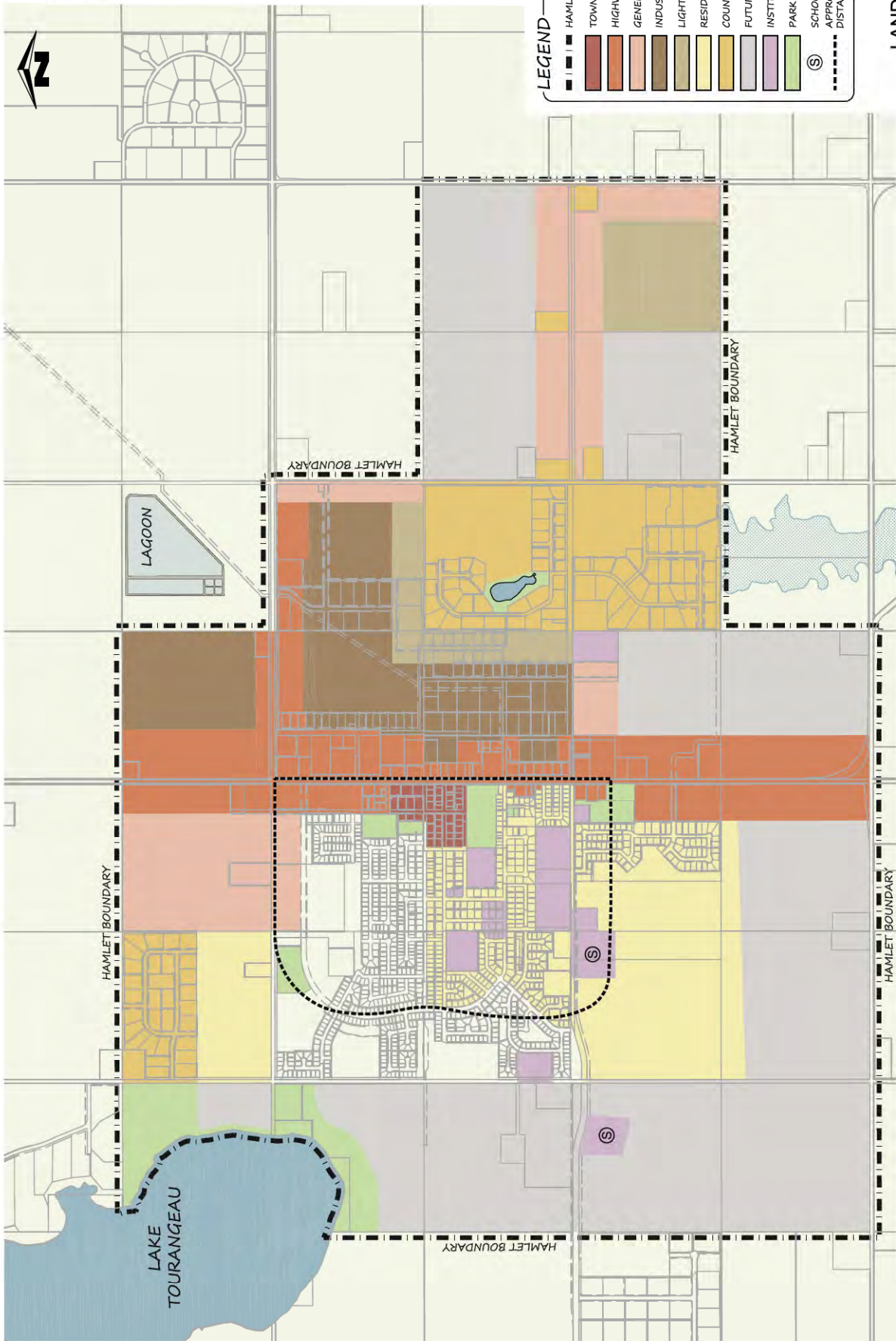
2.1 Land Use Concept

The Land Use Concept integrates the natural and man-made considerations of the Plan area with the needs of the community while meeting all relevant policy guides and regulatory requirements.

The land use areas displayed in the Land Use Concept are conceptual. They are intended to provide a broad road map for future development. Further planning through Conceptual Schemes or Neighbourhood Area Structure Plans and Outline Plans may revise the designation and area of land uses. Substantial deviations from this concept will require amendments to the Plan; however, if the intent of the concept is preserved amendments may not be necessary.

The Land Use Concept recognizes the established development pattern within the existing hamlet, and integrates compatible and complementary land uses to create a complete community while maintaining a distinct rural hamlet character.

Where the land use area identified in the Land Use Concept does not follow a property, road or significant natural feature, or where there is uncertainty regarding the location of the boundary, the specific boundary location may be determined at the time of subdivision or development, through legal survey and/or supporting technical documents.



LEGEND














-  HAMLET OF LA CRETE
-  TOWN CENTRE
-  HIGHWAY COMMERCIAL AREA
-  GENERAL COMMERCIAL AREA
-  INDUSTRIAL AREA
-  LIGHT INDUSTRIAL AREA
-  RESIDENTIAL AREA
-  COUNTRY RESIDENTIAL AREA
-  FUTURE RESIDENTIAL AREA
-  INSTITUTIONAL AREA
-  PARK AREA
-  SCHOOL
-  APPROXIMATE 30 MIN. WALKING DISTANCE TO TOWN CENTRE

FIGURE 2
LAND USE CONCEPT
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

2.2 Land Use Distribution

The tables below display the land use statistics for the 2033 Land Use Concept. Net developable area includes only undeveloped areas identified in the Plan for development, while the gross developable area includes the entire hamlet area.

Table 1 Land Use Statistics

	Area (ha)	% of NDA
Gross Developable Area	1724	
Existing Developed Areas	564	
Net Developable Area (NDA)		100%
Future Residential	357.57	31%
Residential	141.08	12%
Industrial	88.14	8%
Commercial	167.23	14%
Open Space (assumed 10% NDA)	116	10%
Stormwater Management Facilities (assumed 5% NDA)	58	5%
Roads and Access (assumed 20% NDA)	232	20%

Table 2 Unit and Population Estimates

	Net Area (ha)	Units/Net ha	Units	People/Unit	Population
Existing Hamlet Residential	239.33	3.52	844	2.85	2408
New Hamlet Residential	141.08	10.1	1425	2.85	4061
Total	743.419		2,269	-	6,469

Note: these statistics are intended for discussion purposes and are subject to change.

3 Achieving the Vision

This section sets out policies to guide development in a manner that can achieve the 20-year vision for La Crete, as well as fulfill the requirements of the MGA.

3.1 General Development Policies

The following policies reflect the intent of the vision across the hamlet and also speak to development processes that can help ensure that the vision is implemented.

- All Areas 1. Mackenzie County may require the following when a land use or development is proposed for lands adjacent to a pipeline right-of-way:*
- 1. Provisions to clearly identify the edge of the pipeline right-of-way;*
 - 2. Restrictions on the development of that portion of the property closest to the pipeline right-of-way; and*
 - 3. An emergency response plan relating to the pipeline right-of-way.*
- All Areas 2. Development should strive to maintain the natural drainage pattern of the land to reduce impacts from development.*
- All Areas 3. New multi-lot development should be in accordance with a Conceptual Scheme (or Outline Plan or Neighbourhood Area Structure Plan).*
- All Areas 4. Developers should be encouraged to retain existing trees during design and development in order to maintain the rural character of La Crete.*
- All Areas 5. The planning area is considered to have high potential to contain archaeological, paleontological and/or historic period resources. A Historic Resource Impact Assessment may be required prior to development. All development proposals should be referred to the Historic Resources Management Branch for review and will require an application for Historical Resources Act clearance.*
- All Areas 6. Conceptual Schemes, Neighbourhood Structure Plans or Outline Plans should be generally consistent with the Land Use Concept; however:*
- 1. They may deviate from the Land Use Concept provided the objectives of this Plan are maintained.*
 - 2. They may deviate from the Land Use Concept when a new site specific constraint is identified that requires a change.*
 - 3. Amendments to this Plan may be required.*
- All Areas 7. Developers may be required to prepare an emergency plan to address recommendations in the Fire Smart: Protecting Your Community from Wildfire manual published by Partners in Protection.*
- All Areas 8. Development should consider winter design (e.g. quality lighting design, pedestrian shelter, snow management, passive solar design of buildings).*

3.2 Residential Policies

This section outlines policies for all residential areas, and those for specific residential areas.

3.2.1 Policies Applying to All Residential Areas

The following policies reflect the general intent of the vision and apply in all residential areas.

- All Residential A.* *Home based businesses are encouraged, provided they do not alter the residential character of a property.*
- All Residential B.* *Connectivity between neighbourhoods should be encouraged through the provision of streets that are designed to support safe pedestrian, cycle and vehicle movements.*
- All Residential C.* *Residential intensification is encouraged through subdivision of lots in existing developed areas and through development of multi-family dwellings.*
- All Residential D.* *Multi-family developments should reflect the following provisions:*
- 1. Multi-family residential development is primarily encouraged within a ten minute walk of the Town Centre Area.*
 - 2. Infill should be contextual and enhance the streetscape through landscaping and built form and mass which reflects that of nearby structures and properties.*
 - 3. Multi-family developments should offer a suitable transition from adjacent single-detached residential dwellings, such as landscaping or architectural treatments.*
 - 4. Multi-family development should be designed to encourage a pedestrian friendly streetscape.*
 - 5. Crime Prevention through Environmental Design should be considered when buildings and sites are designed.*

3.2.2 Hamlet Residential Area

The majority of the residential lands are located in the west and south of the current built area. There are also residential areas identified for lands east of 100 Street. The predominant dwelling type is anticipated to be low density residential (i.e. single detached dwellings, manufactured homes). Variety in residential building types is encouraged within a short walk to the Town Centre Area, which is permissive of higher density residential typologies.

- Hamlet Residential A. Single-family detached dwellings will be the primary development in this area, however duplex and row houses are suitable in appropriate locations.*
- Hamlet Residential B. Mobile homes should be constructed in areas separate from “stick-built” single family detached homes in future development.*
- Hamlet Residential C. Single-family detached homes in future development areas should be placed on a lot in a manner that reflects typical setbacks of nearby residential developments in the community.*
- Hamlet Residential D. Infill housing should be designed to ensure the front yard setback is consistent with those buildings on adjacent properties.*

3.2.3 Country Residential Area

There are two pockets of Country Residential development in the hamlet, characterised by large lots, open spaces with landscaping including trees and low profile buildings. The MDP does not identify the north-western Country Residential pocket for expansion. The eastern pocket of Country Residential is identified in the MDP to expand over the balance of the two quarter sections it currently occupies. No other Country Residential development is identified within the hamlet boundaries, though the MDP does identify Country Residential for areas west, south and northeast of the hamlet.

- Country Residential A. New country residential development should be consistent with existing country residential development in terms of servicing, lot areas, and landscaping.*
- Country Residential B. Wherever possible when there are existing trees on a property they should be preserved.*
- Country Residential C. No new country residential areas should be created other than those identified in the Land Use Concept.*

3.3 Commercial Development Policies

Commercial uses are concentrated along 100 Street, the town centre area, and east along 94 Avenue and Township Road 1062. There are three types of commercial lands identified: hamlet town centre, highway commercial and general commercial.

3.3.1 Town Centre Area

The Plan recognizes an opportunity to establish a centrally located multi-use destination that could over time evolve to become the commercial and cultural ‘heart’ of La Crete. Within a short walk of the Town Centre Area are parks, existing and future school sites and neighbourhood commercial uses, and existing residential. Support for residential intensification in this area and within a 10-minute walk west of 100 Street can encourage the growth of a walk-up market, important to ensure a vibrant town centre emerges with viable commercial uses.

- Town Centre A. Development within the Town Centre Area should incorporate design elements that encourage high quality public realm, recreation, and pedestrian connectivity.*
- Town Centre B. Commercial uses and multi-family developments are appropriate in this area provided they are designed to support a main street character, including the following elements:*
- a. Buildings should maintain a consistent setback along a public street.*
 - b. The space between a building and the street should be landscaped to encourage a high level of public amenity and a visually pleasing streetscape.*
 - c. In order to promote a consistent street wall (defined by individual building massing), the location of parking should not be between the front façade of a building and the street.*
 - d. Vehicle crossings of sidewalks should be minimized through the use of rear lanes for parking lot access, and where this is not possible shared accesses and common parking areas used by adjacent properties.*
 - e. Minimum off-street parking requirements should be substantially relaxed in the Town Centre for new development to encourage a pedestrian friendly town centre environment. In some cases parking requirements may be waived entirely.*
 - f. Changes in use for already established buildings may be deemed to meet parking requirements as set out in the Land Use Bylaw.*
 - g. New building and site design should emphasize creating a pedestrian friendly environment, including windows and doors in street-facing ground floor walls and the articulation of building mass to create visual interest and reduce the bulk of larger structures.*

- h. New development located next to a residential district should address a transition between residential and commercial uses through landscaping and architectural treatments*
- i. Building mass and arrangement should enable solar access to sidewalks and public areas during winter months.*

- Town Centre C. Residential intensification is supported in this area, though if new development faces onto 100 Avenue the ground floor level should include commercial uses.*
- Town Centre D. Recreational, cultural and institutional uses are encouraged to locate in the town centre to help develop a critical mass of uses that can support a vibrant commercial centre.*
- Town Centre E. Public open spaces such as a market garden or small parks are encouraged. Sunlight access year round and low impact design features should be considered during site selection and design.*
- Town Centre F. The streetscape in the town centre should incorporate elements such as wide sidewalks, benches, bike racks, pedestrian scale lighting, planters and street trees to enhance the pedestrian experience.*
- Town Centre G. At the discretion of the County, parking areas should be paved, incorporating low impact design features.*

3.3.2 Highway Commercial Area

Highways create attractive locations for commercial businesses due to relatively higher levels of visibility and access. The commercial uses are anticipated to be in the form of large scale commercial developments (i.e. box stores, power centre, etc) that serve a regional market catchment. It is suggested that an enclosed mall should not be permitted in the Highway Commercial Area until such a time as the town centre is well established as this would likely preclude the growth of the town centre.

When development applications are made for specific sites in the highway commercial area, they should be required to demonstrate the relation between the next nearest buildings and the proposed development. Traffic and pedestrian circulation routes on site need to be specified and rationalized amongst adjacent properties.

- Highway Commercial A. Sites should be designed in a comprehensive manner that integrates with existing and future development opportunities on surrounding sites, including consideration of building design, mass, transportation and site operation. This may require cooperation amongst adjacent property owners through a Concept Scheme, Neighbourhood Structure Plan or Outline Plan process to create attractive and functional commercial areas. Joint access, drainage and parking easement agreements may be required to facilitate cooperative use and development.*

- Highway Commercial B. Development should provide pedestrian and bicycle amenities, including walkways from the main street frontage to main entrances of commercial buildings, and conveniently located bicycle parking.*
- Highway Commercial C. New developments are encouraged to enter into shared parking agreements to meet minimum parking standards. Parking should mainly be provided to the side and rear of new developments.*
- Highway Commercial D. New developments should be subject to landscaping and appearance requirements to ensure that these areas are aesthetically pleasing.*
- Highway Commercial E. Development of properties adjacent to residential areas should address potential land use conflicts through building orientation, landscaped buffers, lighting design, architectural treatments and operational requirements.*
- Highway Commercial F. A property developed with multiple commercial buildings should be designed as a comprehensive development, considering the relation between the appearance and operational characteristics of the different buildings and their individual uses.*
- Highway Commercial G. Low impact design features should be incorporated into development.*

3.3.3 General Commercial

General Commercial uses have a larger commercial footprint than those identified for the Town Centre Area and do not need direct exposure to a high traffic route for their business, although good access to the road network is desirable. These uses could include retail with accessory warehouses or shops, large office buildings, motels and hotels, automotive equipment and vehicle services, bus depot, equipment rentals facility, exhibition grounds, home improvement centre, lumber yard, manufactured homes sales and service, recreational vehicle storage, recycling facility, and similar uses.

- General Commercial A. Development of properties adjacent residential areas should address potential conflicts through building orientation, lighting design, architectural treatments and operational plans. Additionally, landscaped buffer areas may be required at the interface.*
- General Commercial B. New developments should be subject to landscaping and appearance requirements to ensure that the view of these areas is aesthetically pleasing.*
- General Commercial C. Development should provide pedestrian and bicycle amenities, including walkways from the main street frontage to main entrances of commercial buildings, and conveniently located bicycle storage.*
- General Commercial D. New developments are encouraged to enter into shared parking agreements to meet minimum parking standards.*
- General Commercial E. Low impact design features should be incorporated into developments.*

3.4 Industrial Development Policies

There are two industrial areas addressed by this section: Industrial and Light Industrial.

The light industrial area is used as a buffer between the Industrial Area and nearby land uses which are potentially sensitive to nuisance (e.g. noise, dust, odours, gases, particulate substances, toxic substances). It is not expected that industrial uses involved with manufacturing or resource processing will be developed within the Light Industrial Area.

The Industrial area is expected to accommodate manufacturing, processing, assembly, distribution, service and repair, and similar uses. Typical uses in this area will carry out a portion of their operations in an outdoor area and are not compatible with residential uses.

- Industrial A. Industrial uses should not be permitted to locate in the light industrial area if they are incompatible with residential uses as this area serves as an intermediate area between nearby residential uses.*
- Industrial B. Light industrial uses should be compatible with nearby residential land uses.*
- Industrial C. All industrial sites should be developed in a manner that minimizes the potential impacts on adjacent or nearby properties. Methods to ensure industrial developments do not negatively impact adjacent properties and roadways may include the construction of landscaped berms, architectural treatments, landscaping and fencing, distance separation, the retention or planting of native vegetation, and the on site treatment of stormwater.*
- Industrial D. All development may require visual and noise buffering depending on the nature of the use.*

3.5 Open Space Development Policies

Open space, both formally landscaped and natural, is an essential component of the physical structure of the Land Use Concept.

3.5.1 Open Spaces

Along with protecting sensitive areas, Natural Areas form part of the Land Use Concept's open space system. It is anticipated that the following lands may ultimately be dedicated:

- Lands around Lake Tourangeau and areas of residual forest that coincide with parks identified in the Land Use Concept or MDP.
- Areas identified as environmental reserves for stormwater management facilities during subdivision processes.

Natural Areas are intended to be left in their natural state including topography and vegetation. Low impact recreational uses (i.e. trails and benches) are appropriate within the Natural Areas. Additionally, complementing community infrastructure (i.e. stormwater management facilities, small parks integrated with existing landscaping) may also be appropriate.

At the time of subdivision the Natural Area lands should be dedicated as Environmental Reserve.

3.5.2 Parks

Parks are strategically located within the plan area to maximize their benefits to residents. Generally, a park will be accessible to all residents of the neighbourhood within a short walk from each dwelling. Parks should be landscaped and where appropriate should have recreation facilities (i.e. trails, playgrounds, fields).

School and park sites should be dedicated as Municipal Reserve at the time of subdivision.

3.5.3 Open Space and Parks Policies

Open Space A. Areas of steep slopes and potentially environmentally sensitive lands should be deemed undevelopable and be identified at time of subdivision.

Open Space B. Natural Areas in the plan area should remain in their natural state with exceptions only for developments related to or supporting recreation, such as trails, natural interpretation sites and parks.

Open Space C. Stormwater management facilities (SWMF) are intended to be multi-purpose in that they also function as open space and amenity areas. SWMFs should generally have a naturalized landscaping aesthetic with low intensity recreation opportunities built into their design. The recreation facilities may include trails, benches, and open access (no fences) to the facilities. To complement and be fully integrated into the community it is important that all SWMF integrate recreational opportunities into their design.

- Open Space D. At the time of subdivision the stormwater management facilities will be dedicated as Public Utility Lots. Those stormwater management facilities that incorporate recreational opportunities and benefit the community may receive municipal reserve credit for up to 20% of their area.*
- Open Space E. Developers may be required to establish caveats on the title of privately owned lands that are adjacent to or are a part of significant natural areas as a method of protecting environmental features from development, or to establish environmental reserve easements as provided for in the Municipal Government Act. These caveats and environmental reserve easements may address lands that would otherwise qualify as environmental reserve. Mackenzie County may also establish conservation easements as provided for in the Alberta Land Stewardship Act.*
- Open Space F. Mackenzie County should accept the full 10% of municipal reserve entitled to the County according to the Municipal Government Act in the form of land, cash in- lieu of land or a combination of both. Future municipal reserve dedications may be used to further the development of the proposed recreational trail system, or to develop a park site within or near the plan area with the intention of providing a recreation facility for the existing or planned residential population. Trails which form part of the circulation network should be considered part of the road dedication.*
- Open Space G. Mackenzie County may require that municipal reserve dedications in residential areas be in the form of land or cash-in-lieu. Where there are multiple land owners in an area, some land owners may be requested to provide more than their share of the 10% reserve dedication, while others may be requested to pay ‘money in lieu’ of dedicating land to compensate those land owners who provided the land so that in effect every developer makes a similar contribution of 10%.*
- Open Space H. The landscaping of public parks and open space should include species which are sustainable in local climate conditions.*
- Open Space I. Substantial natural water bodies that are potentially subject to flooding or are environmentally significant should be dedicated as Environmental Reserve.*

3.6 Institutional and Community Services Policies

Institutional land uses include developments such as schools, emergency services, municipal services, cemeteries, places of worship, and community health services. These land uses can provide valuable cultural, social and health services to the community and surrounding areas

- Facilities A. The County should encourage the development of institutional land uses that provide cultural, social or health services to residents. This includes a library and associated open space in the Town Centre Area and a new recreational centre (as demand requires) located in a General Commercial Area.*
- Facilities B. The County should consult with and work with the Fort Vermilion School District to facilitate the acquisition of the lands identified for two school sites.*
- Facilities C. The County may permit the development of institutional land uses in areas identified for industrial, commercial or residential land uses where adjacent existing and planned development is compatible. High traffic generating uses should be required to locate near streets capable of accommodating the traffic effects.*
- Facilities D. The County should provide for the development of emergency services such as fire stations, police stations and ambulance services as needed. Care should be taken to ensure that these uses do not create land use conflicts with residential uses.*
- Facilities E. Emergency services providers should be consulted on all subdivision applications, Concept Plans, or similar planning application.*
- Facilities F. Development within the Plan area should integrate Crime Prevention through Environmental Design principles in the design of public and private spaces.*

3.7 Servicing Policies

Services identified in this Plan are conceptual, and therefore it is anticipated that more detailed land use and subdivision plans will be completed in the future to provide further required detail to the concepts.

- Servicing A. All development should be serviced by municipal water and wastewater.*
- Servicing B. Infrastructure should be designed to accommodate lands outside of the Plan boundaries where required by the County.*
- Servicing C. Municipal services should be provided by a developer at their cost, including extensions to adjacent sites where deemed useful by the County.*
- Servicing D. Production and distribution capacity for power and natural gas service in Mackenzie County should not be considered as limiting factors to development.*
- Servicing E. A servicing study to the satisfaction of the County may be required to be completed prior to developing any lands.*
- Servicing F. Developers are encouraged to explore the most cost efficient servicing options available.*
- Servicing G. Developers should take into consideration the long-term operation and maintenance cost to the County when evaluating servicing options.*
- Servicing H. The layout of municipal utilities is likely to be subject to refinement at the subdivision stage.*
- Servicing I. All water services should be metered and designed for peak servicing requirements and adequate fire suppression needs.*
- Servicing J. Where desirable, stormwater management facilities and utility corridors should accommodate passive recreation opportunities.*
- Servicing K. A developer may be required to provide rights-of way for shallow services.*
- Servicing L. Provision of services should be in accordance with an Infrastructure Master Plan for La Crete.*

3.8 Roads and Access Policies

As this Plan incorporates residential, commercial and industrial development, future transportation networks both within the plan area and connecting to adjacent lands should be able to accommodate a wide variety of vehicles, volumes and traffic use patterns. The Roads and Access Map of this Plan generally describes how current, upgraded and new roadways can service existing and planned developments.

3.8.1 New Road Profiles

There are two new road profiles that should be considered to help achieve the vision put forward in this Plan.

The town centre road profile is intended to improve the walking environment through the town centre to support a pedestrian friendly environment. This includes wider sidewalks, street trees, and pedestrian scale street lights.

The green link roads are intended to be developed with shared paths down one side of the street. These links are intended to provide connections for active modes to major parks, schools and the town centre. In some cases these roads will need retrofitting when funding and improvement projects permit, however in new areas they should be developed in full. Where a green link is identified but retrofitting is not possible for some time, the County should provide additional signage to indicate the presence of active mode users on the street and also provide wayfinding signs so that active mode users can easily navigate their way through the trail system.

3.8.2 Trail Network

Trails are a critical component of the open space network, and will provide much needed connectivity and recreational opportunities. The trail network also contributes to maintaining the rural character of La Crete. The Roads and Access Map identifies key trails to maintain and others to be created during new development and redevelopment. Trail rights of way within a Municipal Reserve should be a minimum of four metres wide, with the trail surface a minimum of two metres wide.

3.8.3 Roads and Access Policies

- | | |
|----------------------------|--|
| <i>Roads and Access A.</i> | <i>All roadways, intersections and accesses should be developed to Mackenzie County standards.</i> |
| <i>Roads and Access B.</i> | <i>Developers in the commercial areas should be encouraged to share accesses and parking lots with adjacent developments and these agreements may be registered against the property titles of participants.</i> |
| <i>Roads and Access C.</i> | <i>The local road system should allow for a number of vehicular and pedestrian route alternatives linking community destinations.</i> |

- Roads and Access D. Where possible local roads should be aligned to allow for dwellings to benefit from solar orientation.*
- Roads and Access E. Developers should install at their cost paved roads, sidewalks and trails to the satisfaction of the County.*
- Roads and Access F. The County should require all benefitting developers to contribute proportionally to the cost of road upgrades.*
- Roads and Access G. The County should work with Alberta Transportation and other relevant agencies to incorporate a dangerous goods route that can adequately service planned developments.*
- Roads and Access H. The County may consider deviation from the transportation network without amending the Plan if the deviation is to avoid creating isolated undevelopable parcels, enable safer intersection design, or achieve an identifiable better outcome.*
- Roads and Access I. The “Green Link” and “Town Centre” road profiles should be used to inform the road standard for the areas of the transportation network identified in the Roads and Access Map of this Plan for their use.*
- Roads and Access J. The road and access network of the Plan area should facilitate the prominence of the Hamlet Core as the community hub.*

4 Making it Work

The implementation strategy addresses three primary areas of action: transformative projects, planning processes, and development sequence.

4.1 Transformative Public Projects

Sometimes projects led by the public sector can alter the nature of the community in which they are developed. They are intended to help alter the current direction development is going in order to achieve a vision that does not necessarily reflect continuing with the present nature of development outcomes.

4.1.1 Town Centre Actions

La Crete does not currently have a defined town centre with pedestrian-scale built form, public amenity areas and pedestrian friendly street areas that supports a cultural centre to La Crete. The County can support the development of a town centre through their capital improvement projects and also through amending the land use bylaw to help ensure that buildings and uses located in the town centre area support the vision for a pedestrian friendly commercial centre.

The Plan proposes that a new town centre district be added to the Land Use Bylaw, with design controls on new development to ensure they deliver pedestrian friendly outcomes in keeping with a town centre concept. Additionally, capital improvements can be undertaken to support development of a town centre. These include the new library programmed for around 2017 and streetscape upgrades that can be done in an ad hoc manner as funds permit, so long as a cohesive streetscape plan is being implemented. The addition of a public open space, such as a plaza or market square, associated with the library would help add a focal point to the centre of La Crete, which can support an increased community identity and sense of place. The intent is that over time people will be encouraged to regularly frequent the town centre, with the fringe benefit of supporting nearby businesses.

Actions for consideration:

1. *Add a new town centre district to the Land Use Bylaw that includes design controls to support the development of a pedestrian friendly town centre.*
2. *Attempt to identify and acquire land in the town centre area for a library.*
3. *Attempt to develop a market square or plaza in the town centre area.*
4. *Attempt to influence Canada Post to relocate their post office to a town centre site.*
5. *Work with owners of brownfield sites to redevelop into a commercial use or landscape for a park to promote the beautification of the town centre.*
6. *Use a new street design standard for the town centre area and create a streetscape master plan for this area to be implemented over time.*

4.1.2 Trail Network and “Green” Streets Actions

The current recreational trail network is a prominent recreation feature in the community and helps give the hamlet its identity. It provides a way for residents to interact with the rural natural setting in which the hamlet is situated and helps the hamlet maintain a rural character.

The Plan proposes to expand the trail network throughout the town along key street corridors to connect large open spaces and cultural activity areas, such as the town centre, schools and parks.

The existing trail network could benefit from the development of key connections identified in this Plan. These would help establish the trail network as a complete system. Identifying this as a core element of La Crete’s character before substantial expansion of the hamlet occurs will assist in fully integrating this feature in new developments.

Actions for consideration:

1. *Implement the proposed street network design for the Green Streets as new development occurs and redevelopment opportunities are presented.*
2. *Include funding contributions from developers to assist with costs of expanding the trail network.*

4.1.3 Brownfield Properties

It would be beneficial for the County to work with the owners of brownfield sites to remediate them to an appropriate standard for commercial development. An alternative to commercial development could be to beautify the properties through landscaping and creation of walking paths, providing environmental issues are safe for passive recreation use of the sites.

Actions for consideration:

1. *Approach the owners of the brownfield properties to investigate options for redevelopment or passive uses (e.g. landscaped open spaces).*
2. *Pursue funding to redevelop these properties from Federation of Canadian Municipalities Green Municipal Fund, Alberta Municipal Sustainability Initiative and others as applicable to assist in funding the re-development and feasibility assessment of these properties.*

4.2 Planning Processes

4.2.1 Implications for Other Municipal Plans and Bylaws

This Plan has been prepared to be generally consistent with the MDP and other overarching land use planning documents that affect the Plan area. However, to ensure consistency between plans the following is suggested:

- Repeal Hamlet of La Crete Area Structure Plan (2005).

- Update the Land Use Bylaw to reflect any differences between the Plan's Land Use Concept and the current land use districts.
- Review this Plan on a periodic basis.

4.2.2 Conceptual Schemes

The Plan addresses future development in conceptual terms. Prior to development and at the discretion of the County, an application for subdivision and development may require the preparation of a Conceptual Scheme as defined in the MGA (a site specific Neighbourhood Structure Plan or Outline Plan may achieve a similar result). The boundary of these plans should be based on good planning practice and not necessarily land ownership. These documents would ensure consistency with the Plan and identify servicing details.

4.2.3 Municipal Reserve Credit

To create a complete and functional community, cooperation and a strategy is required to ensure that parks and school sites are located in appropriate locations to serve future residents. To accomplish this where there are multiple land owners in an area, it is often a requirement for some land owners to provide more than their share of the 10% reserve dedication, while others are requested to pay 'money in lieu' of dedicating land to compensate those land owners who provided the land so that in effect every developer makes a similar contribution of 10%. Thus to implement the Plan, a reserve dedication process that involves over-dedication in some cases and compensation in others is important to ensure that the open space provision is distributed effectively throughout the hamlet as it grows.

4.3 Development Sequence

Development of lands within the Plan should follow a general practice of contiguous expansion. It is generally anticipated that future development will occur in areas adjacent to existing development. Additionally, the sequencing and extent of development will largely be governed by the availability of services (water and sanitary) to accommodate the expansion of the community and timing will be at the behest of the development industry as demand for new units develops over time.

A suggested development sequence is identified in the Development Staging Map.

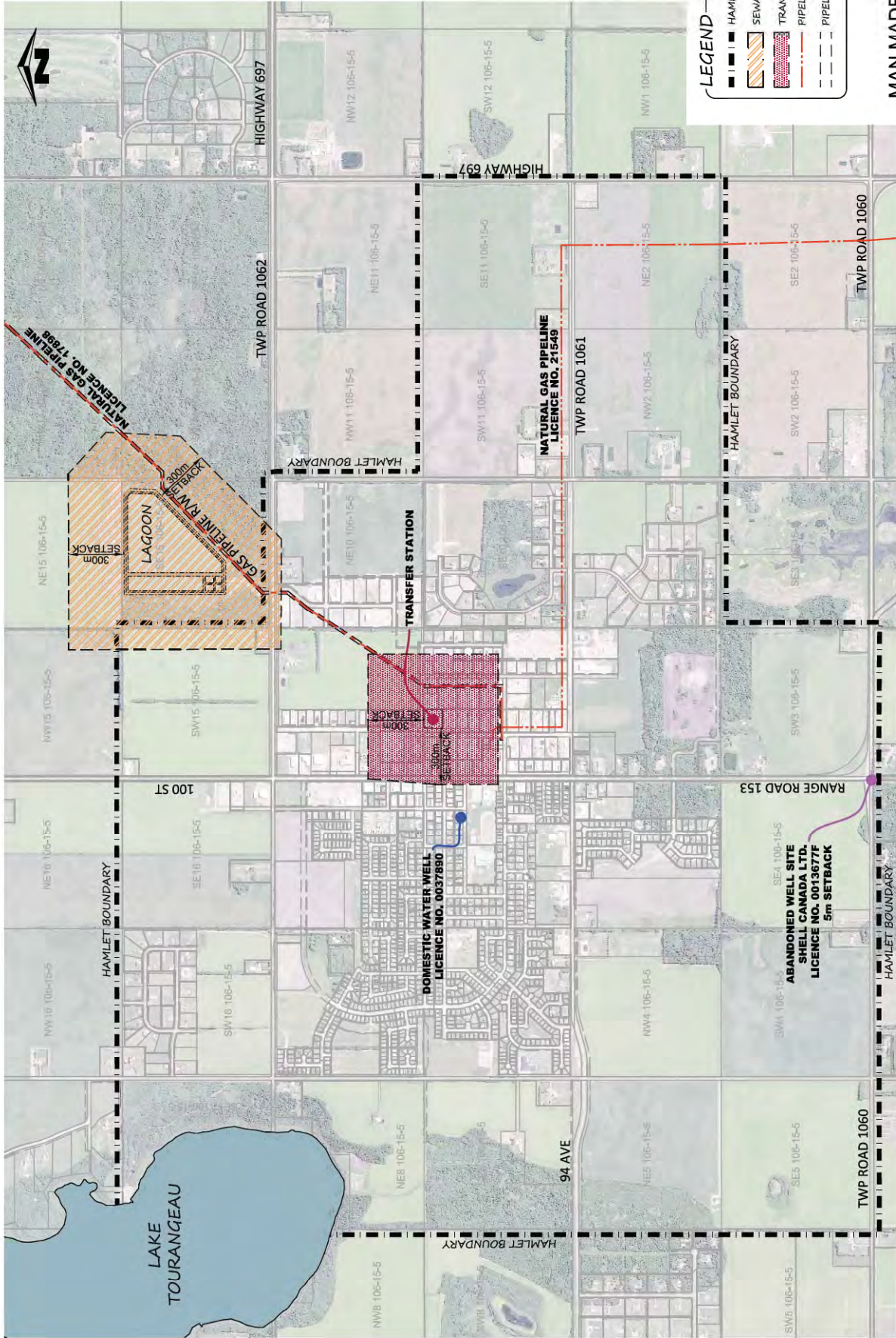
5 Maps and Diagrams

The following maps and diagrams are included in this section:

- Plan Boundaries
- Man Made Constraints
- Environmental Considerations
- Parks, Open Spaces and Facilities
- Roads and Access
- Road Diagrams
- Water
- Sanitary
- Stormwater
- Development Staging
- Plan Boundaries



FIGURE 3
PLAN BOUNDARIES
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013



LEGEND

- HAMLET OF LA CRETE
- SEWAGE LAGOON SETBACK
- TRANSFER STATION SETBACK
- PIPELINE
- PIPELINE RIGHT-OF-WAY

FIGURE 4
MAN MADE CONSTRAINTS
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

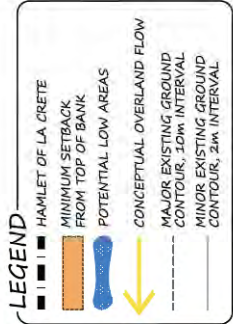
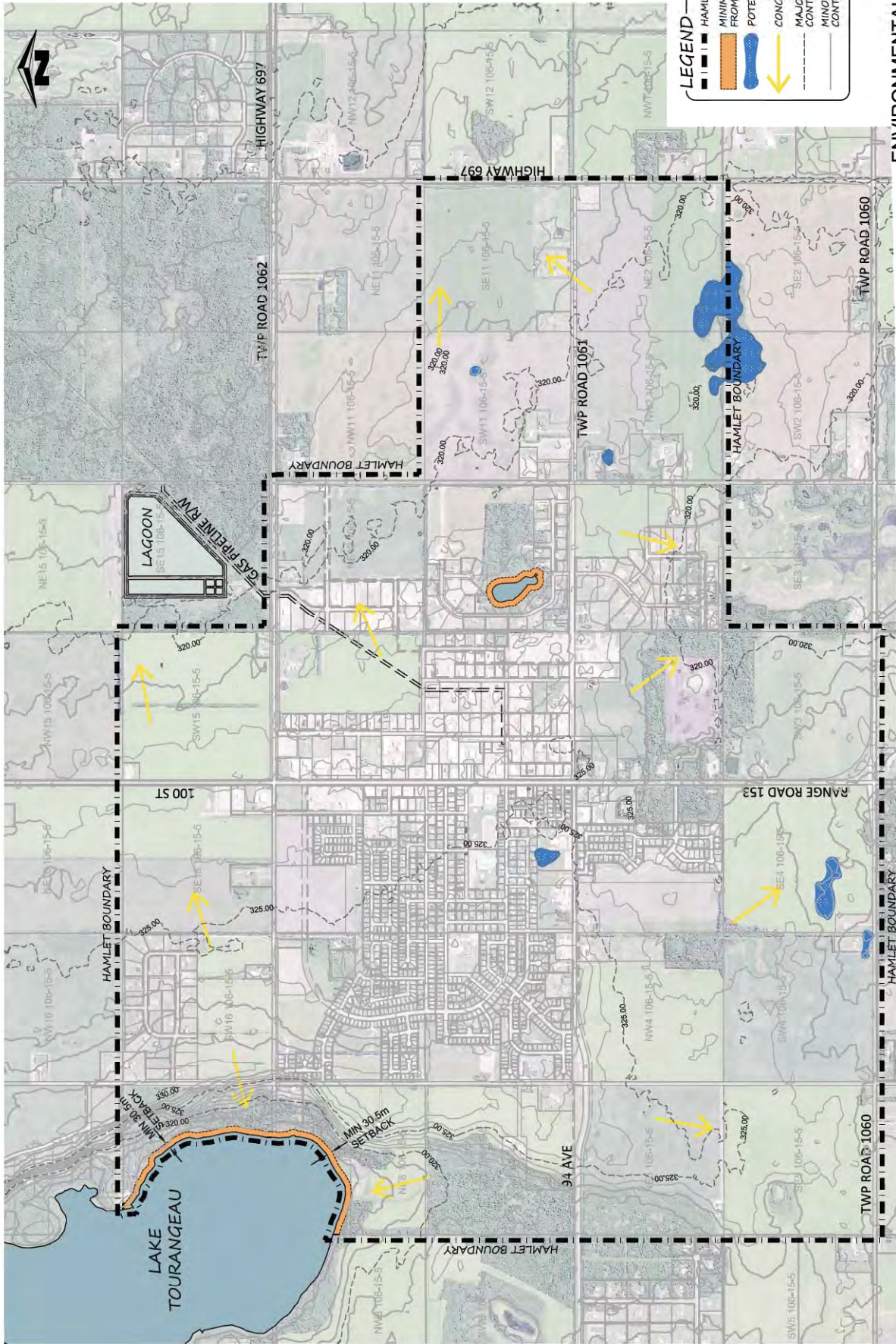


FIGURE 5
ENVIRONMENTAL CONSTRAINTS
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

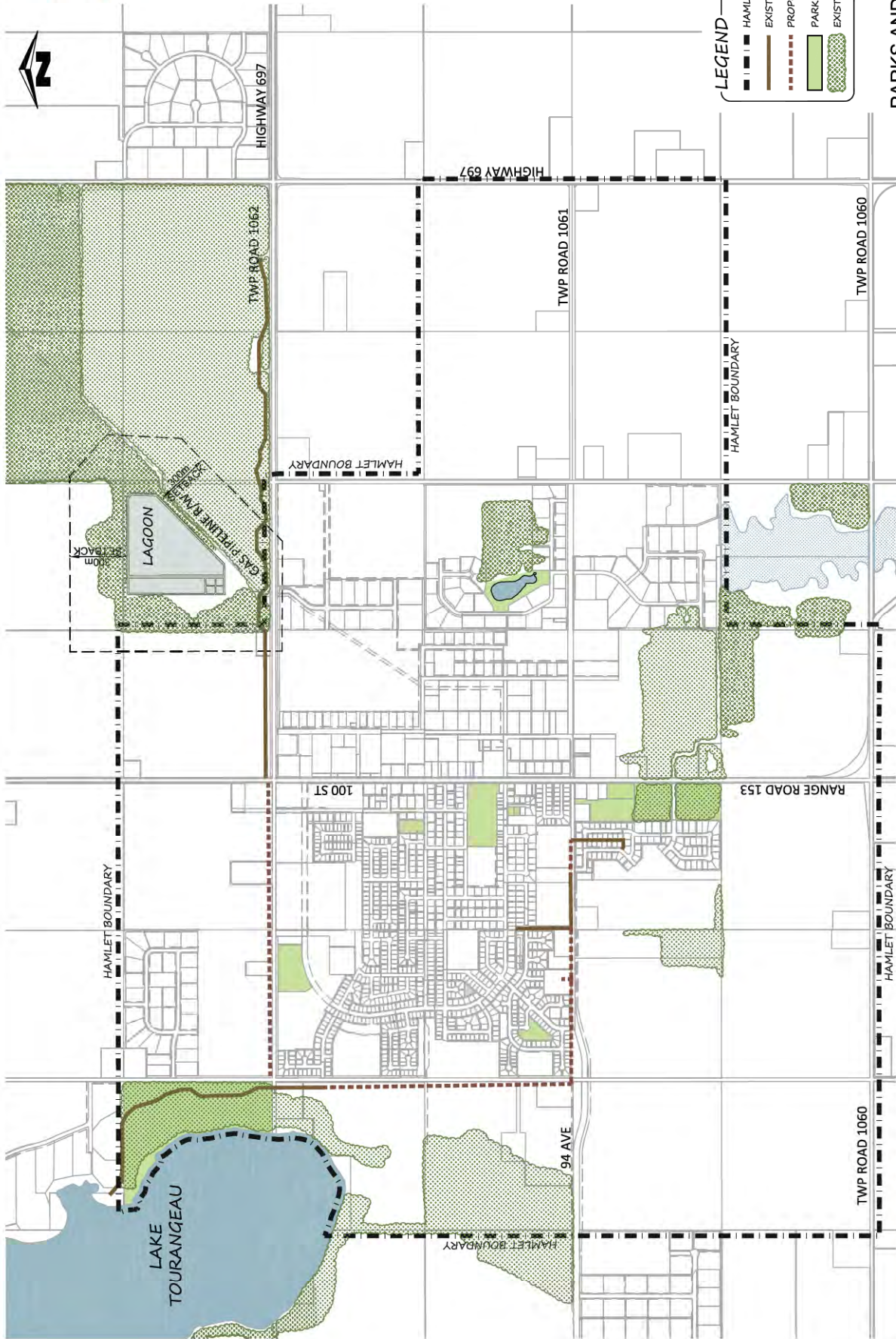


FIGURE 6
PARKS AND OPEN SPACES
LA CRETE AREA STRUCTURE PLAN
NOT TO SCALE
MARCH 2013

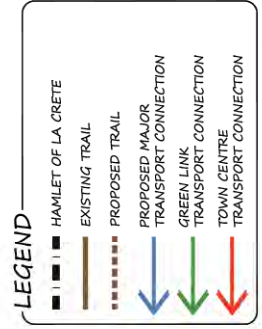
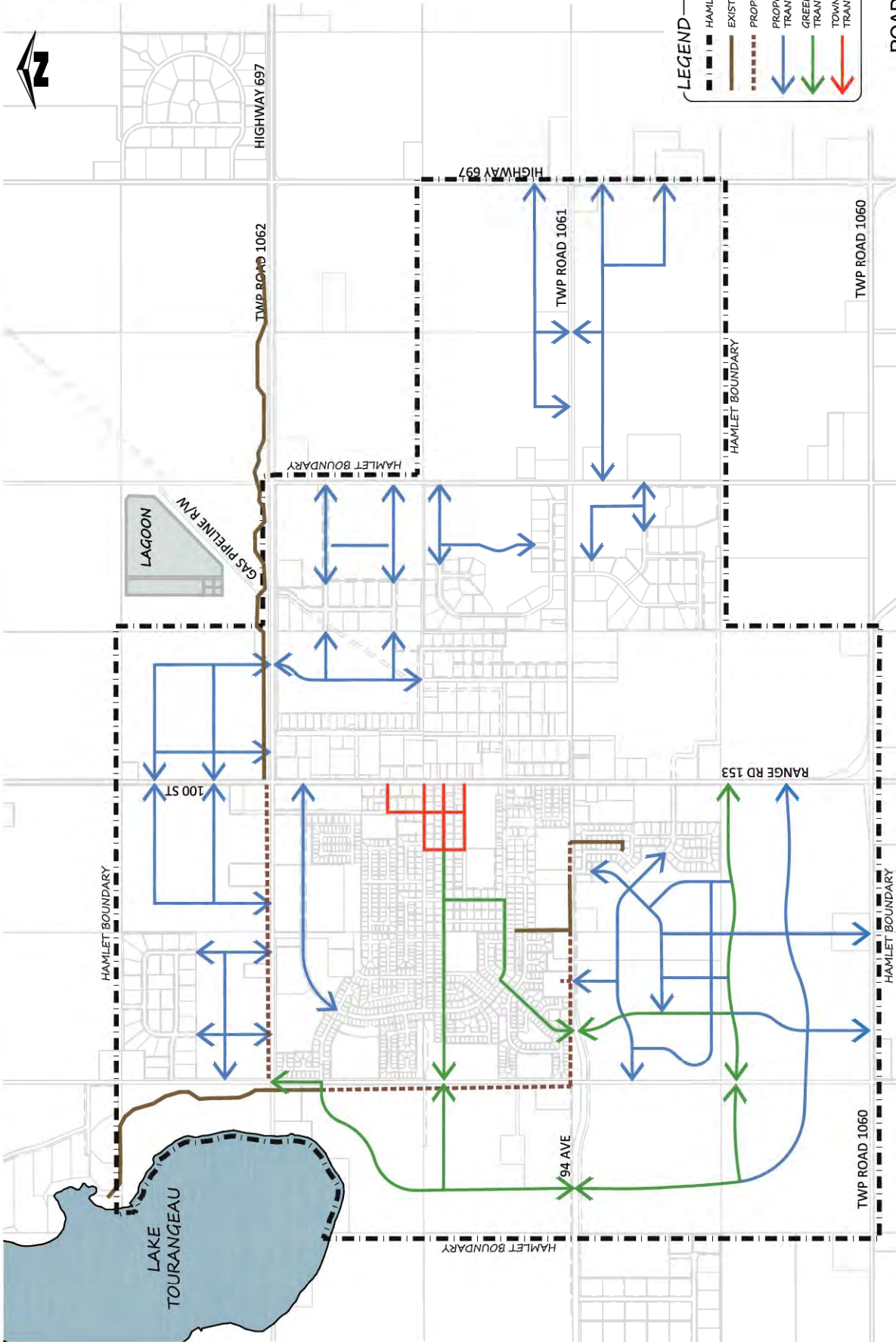
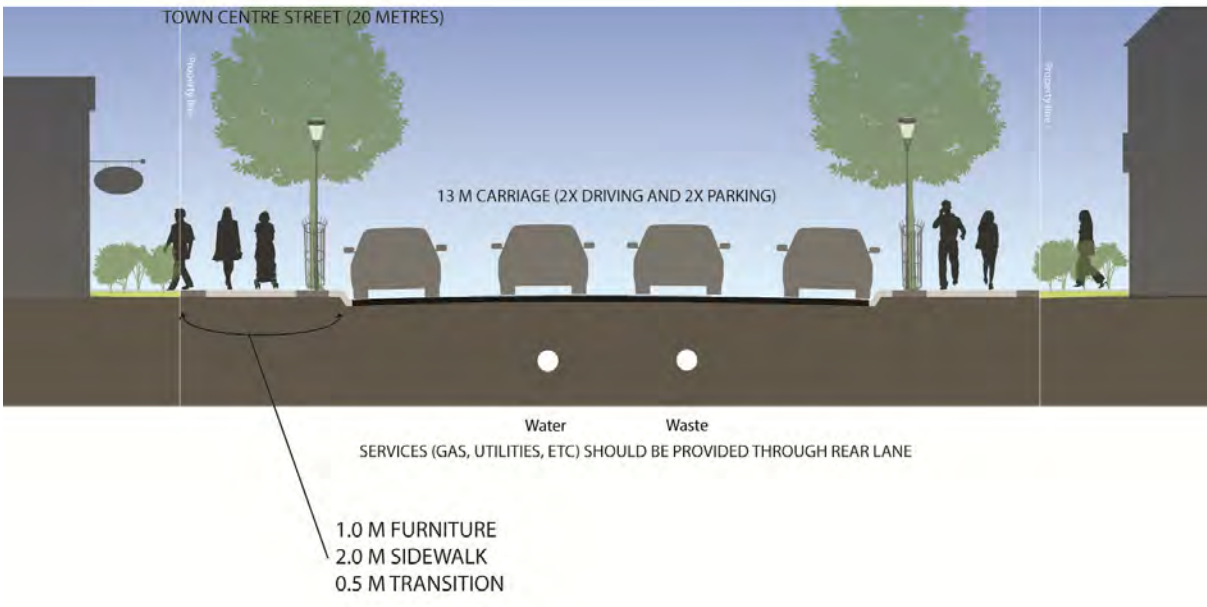
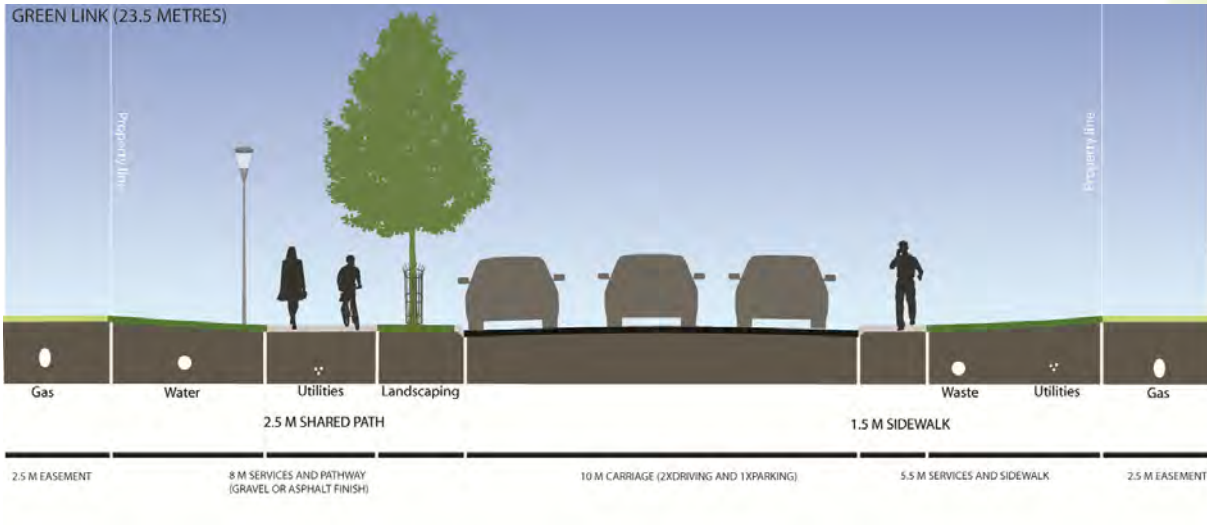


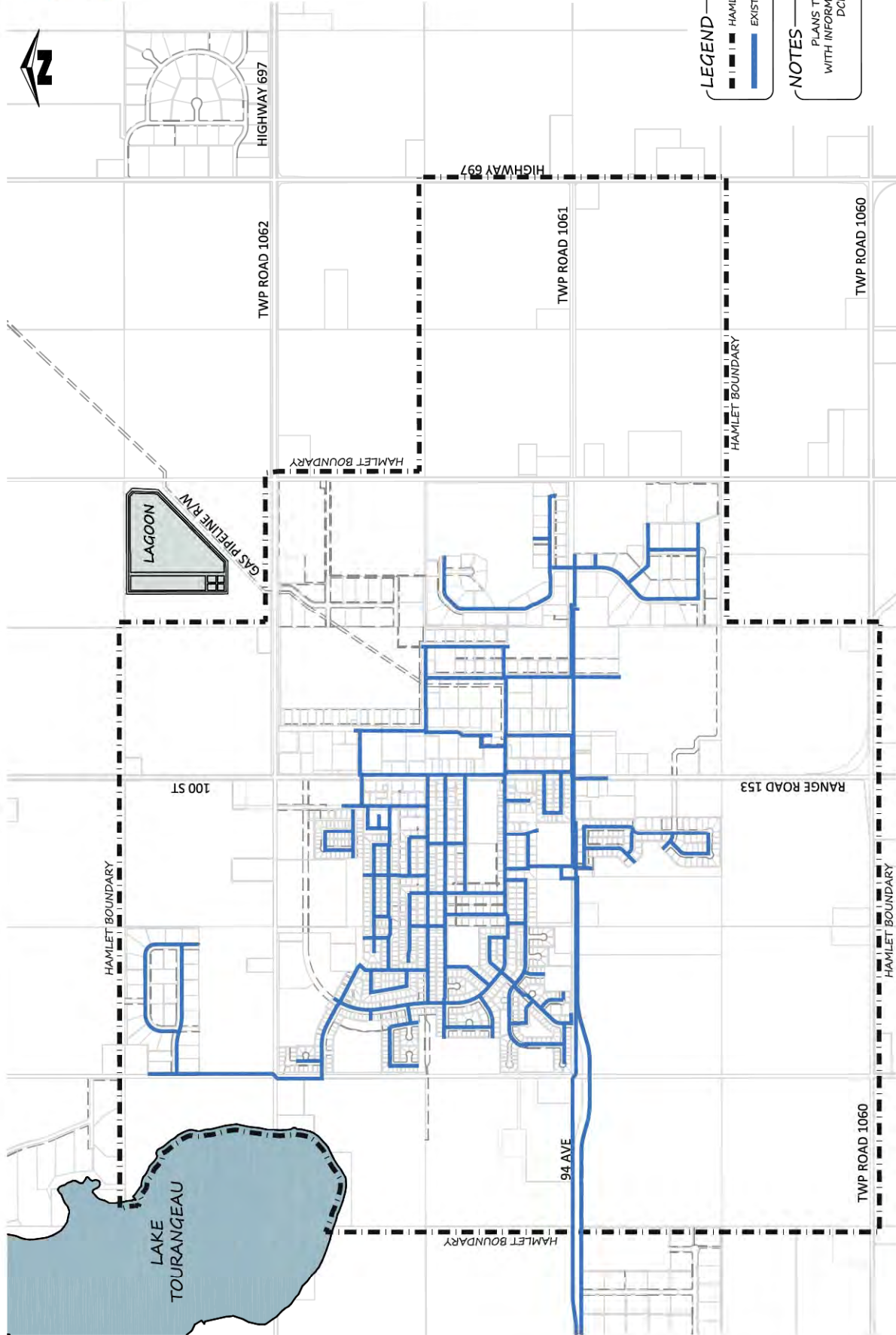
FIGURE 7
ROADS AND ACCESS
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013

Figure 8 Road Diagrams





Mackenzie County



LEGEND

- HAMLET OF LA CRETE
- EXISTING WATER MAIN
- PLANS TO BE FINALIZED WITH INFORMATION PROVIDED BY DCL SIEMENS

NOTES

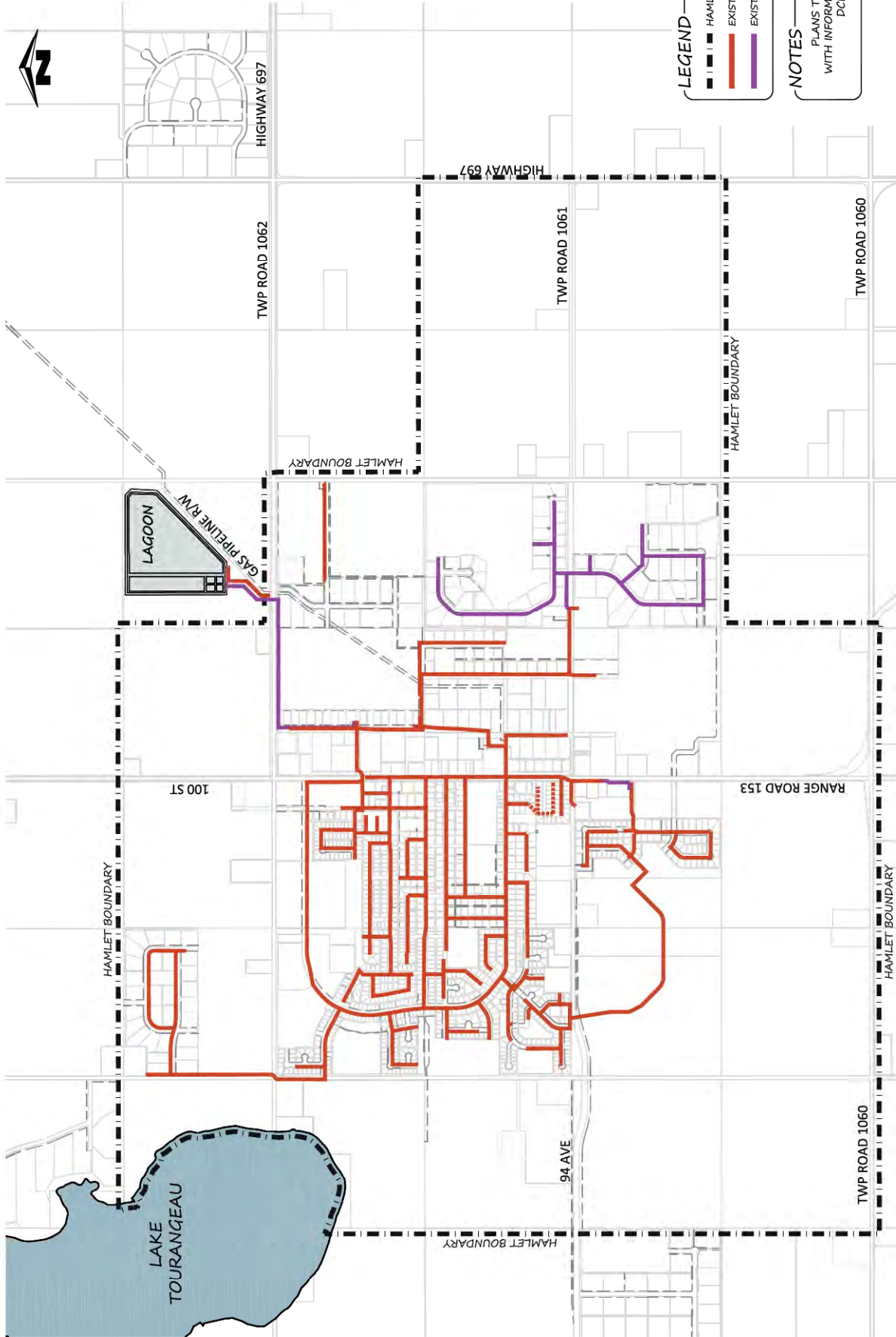
PLANS TO BE FINALIZED WITH INFORMATION PROVIDED BY DCL SIEMENS.

FIGURE 9
WATER
LA CRETE AREA STRUCTURE PLAN
 SCALE 1:20,000
 FEBRUARY 2013





Mackenzie County



LEGEND

- HAMLET OF LA CRETE
- EXISTING SANITARY GRAVITY
- EXISTING SANITARY FORCEMAIN

NOTES

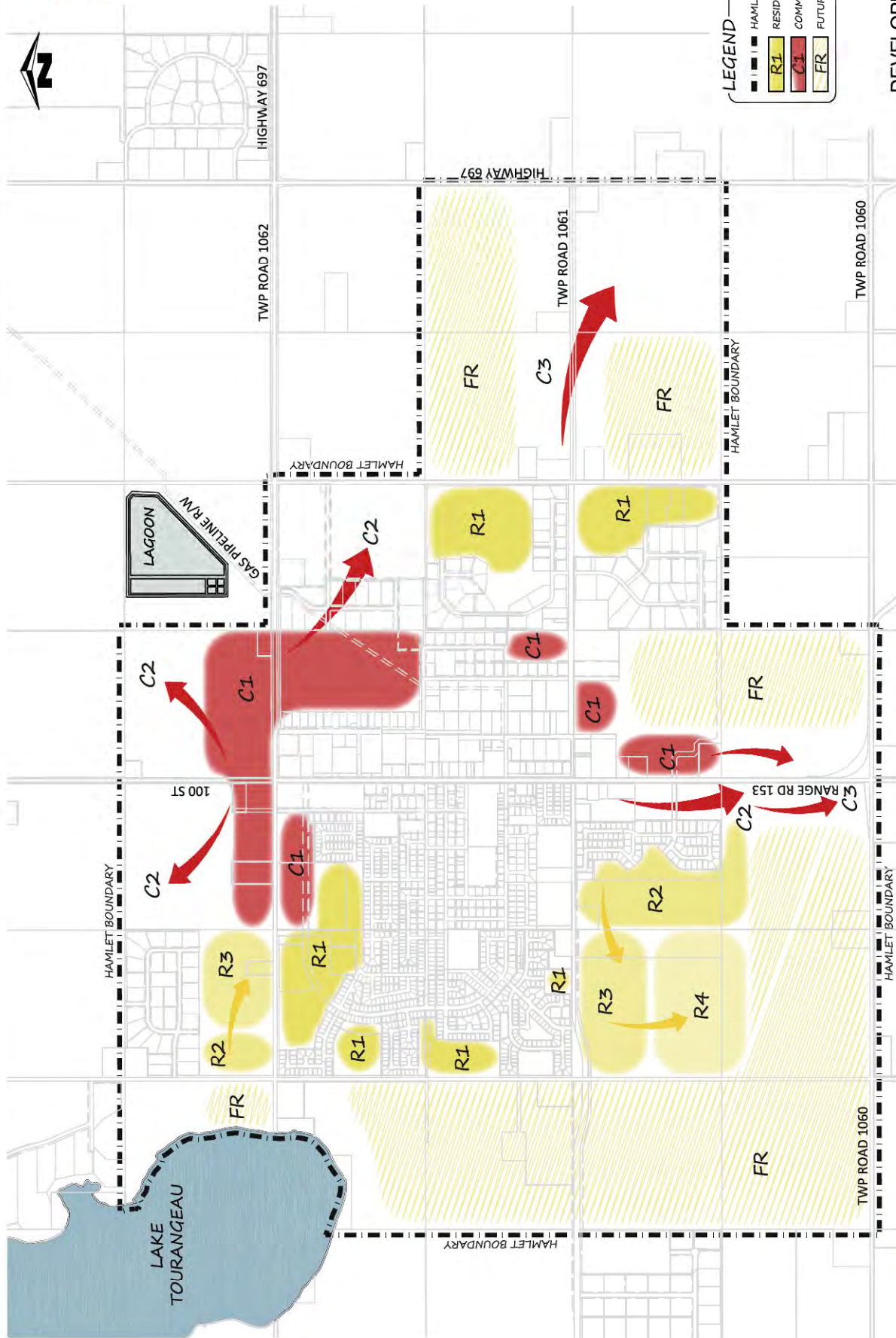
PLANS TO BE FINALIZED WITH INFORMATION PROVIDED BY DCL SIEMENS.

FIGURE 10
 SANITARY
 LA CRETE AREA STRUCTURE PLAN
 SCALE 1:20,000
 FEBRUARY 2013





Mackenzie County



LEGEND

	HAMLET OF LA CRETE
	RESIDENTIAL - STAGE NUMBER
	COMMERCIAL - STAGE NUMBER
	FUTURE RESIDENTIAL

FIGURE 12
DEVELOPMENT STAGING
LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 MARCH 2013





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Bylaw 1161-19 Honorariums & Expense Reimbursement

BACKGROUND / PROPOSAL:

A municipal council establishes a bylaw that outlines types of meetings and activities for which the honorariums and reimbursable expenses, and at what levels, can be claimed.

The honorariums and expense reimbursement bylaw is reviewed annually at the Organizational Meeting.

Due to the Finance Committee being abolished at the Organizational Meeting, the bylaw was brought forward with removal of all reference to the Finance Committee and some other minor clarification and received 1st and 2nd reading on November 27, 2019.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1161-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

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

BYLAW NO. 1161-19
BEING A BY-LAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE
REIMBURSEMENT FOR COUNCILLORS
AND APPROVED COMMITTEE MEMBERS

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the “M.G.A.” provides for decisions of council to be made by resolution or bylaw, and

WHEREAS, the council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

NOW THEREFORE, the Council of Mackenzie County, duly assembled, enacts as follows:

DEFINITIONS:

“Council Meeting/Special Council Meeting” – refers to a duly called meeting according to the Municipal Government Act.

“Committee Meetings” – refers to meetings related to Council Committee Meetings, Committee of the Whole Meetings, Rural Municipalities of Alberta Zone Meetings, Tri-Council Meetings, Ratepayer Meetings, Mackenzie County Open Houses, and meeting invitations issued by the Chief Administrative Officer.

“Committee Members” – means a public member-at-large appointed by Council to a Council Board or Committee.

HONORARIUMS

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the daily local business of the municipality as follows:

- | | |
|------------------|----------------------|
| (a) Reeve | \$1,500.00 per month |
| (b) Deputy Reeve | \$1,350.00 per month |
| (c) Councillor | \$1,200.00 per month |

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid according to the following rates plus mileage and meal allowance, where applicable.
 - (a) Council Meeting/Special Council Meetings \$340.00
 - (b) Committee Meetings \$240.00
 - (c) Seminars/Conventions/Workshops \$340.00
- 2.1 Councillors attending less than half of a Council Meeting may claim only half the honorarium.
- 2.2 A combined maximum of two meetings may be claimed per day under Section 2 (a) and 2 (b).
- 2.3 Honorariums claimed under Section 2. (c) are all inclusive. Only one (1) per diem may be claimed per day.
3. The Reeve or designate is eligible to claim honorariums and expenses when representing the municipality at community or other functions.
4. Committee Members appointed to approved council committees shall be paid \$240.00 per meeting when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable.
5. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable.
 - (a) Councillors or Committee Members driving to a seminar/convention shall be paid \$240.00 for one travel day there and one travel day back.
 - (b) An additional travel day may be allowed when travel is out of province and in excess of 1,000 kilometers from the individual's home and their destination via the shortest route.

COMMUNICATION ALLOWANCES

6. Councillors are eligible for a monthly communication allowance as follows:
 - (a) an internet access allowance of \$75, and
 - (b) a personal computer allowance of \$50, if applicable, and
 - (c) a telephone allowance of \$60 for Councillors, and

- (d) a telephone allowance of \$100 for the Reeve.

TRANSPORTATION EXPENSES

- 7. Mileage shall be paid at a flat rate of \$0.58 for each kilometer travelled by each Councillor or Committee Member who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or Committee Member to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
- 8. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS

- 9. Where a Councillor or Committee Member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
 - (a) Either
 - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
 - (ii) an allowance of \$100.00 per night
 - (b) in respect of each breakfast, lunch, or dinner,
 - (i) a meal allowance may be claimed as follows:

Breakfast	\$25.00 including GST (if time of departure is prior to 7:30 a.m.)
Lunch	\$30.00 including GST (if time of return is after 1:00 p.m.)
Dinner	\$45.00 including GST (if time of return is after 6:30 p.m.)
- 10. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
- 11. When the combined travel and session time exceeds 10 hours, overnight accommodation may be claimed.

12. A Councillor may claim reasonable government networking expenses while representing the County without prior approval. Reimbursement of these expenses will require approval by a resolution of Council based on the submission of actual receipts.
13. A Councillor or Committee Member may claim
 - (a) an allowance for personal expenses for each full 24-hour period on travel status (as per the Canada Revenue Agency Appendix C – Meals and Allowances 1.2 Incidental Expense Allowance).

ATTENDANCE AT COMMUNITY EVENTS

14. Councillors are eligible to claim expenses when representing the municipality at a County supplied ticketed event.

ATTENDANCE AT POLITICAL EVENTS

In accordance with the Election Finances and Contributions Disclosure Act:

15. Should a member of Council be approved to attend a political event, on behalf of Mackenzie County, for which proceeds support a political party or candidate, Mackenzie County will reimburse the value of the meal or event upon submission of receipt. Mackenzie County will not reimburse any portion of a meal or event expense that constitutes proceeds to a political party or candidate. *(For example: If the individual charge is more than \$50, \$25 shall be allowed for expenses and the balance shall be considered as a contribution to the registered party, registered constituency association or registered candidate, as the case may be.)*
16. The individual purchasing the ticket may retain the tax receipt for his or her own purposes. The tax receipt issued by the party or candidate should be in the name of the individual purchasing the ticket.
17. Councillors are eligible to claim honorariums and mileage expenses to attend political functions.

BENEFITS

18. A group benefits package shall be made available to each Councillor at 50% of the cost of the benefit premiums.

SIGNING AUTHORITY

19. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
 - (a) Councillors have attended Council meetings in person or by teleconference.
 - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.
 - (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
20. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall recommend a resolution of Council for approval of the expense in question. If the expense in question is not approved, the amount will be deducted from their next expense claim.
21. Councillors and Committee Members must submit their expense claims by the 5th of each month in order to be paid in that month.
22. Expense claims submitted 60 days after the due date will not be paid, unless there are special circumstances. A resolution of Council shall be required prior to payment of the claim.
23. Councillors and Committee Members will submit their December expense claim and honorarium by December 15th in order to expedite the closing of the year-end accounts. Meetings held after the 15th shall be added to the January claim.
24. No expenses other than those listed in this bylaw may be claimed.
25. This bylaw shall come into effect the day that it is passed and rescinds Bylaw 1135-19 and all amendments made thereto.

First Reading given on the 27th day of November, 2019.

Second Reading given on the 27th day of November, 2019.

Third Reading and Assent given on the _____ day of _____, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Agricultural Land Expansion (County Land Use Proposal)

BACKGROUND / PROPOSAL:

The County has been lobbying for the completion of the previous agricultural land expansion sales for several years, along with lobbying for additional lands to be sold for agricultural purposes. Our understanding is that farmland expansion is a priority of the current government, and administration recommends that the County amplify communications with the province in this regard.

Lobbying materials were presented to Council at the August 27, 2019 Committee of the Whole meeting with regard to the agricultural land expansion. Extensive discussions were held and a lobbying package was prepared based on those discussions for presentation to the Minister in September 2019. A copy of this package was provided to Council.

Subsequently in preparation for a meeting with the Minister in November 2019, another letter was drafted regarding the County's land use proposal. Due to various circumstances, the letter required some changes and is being presented for discussion and amendment. Please note that the initial letter presented to the Minister was retracted.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

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

SUSTAINABILITY PLAN:

Agricultural land expansion and the associated servicing and spin off effects impacts nearly every aspect of the sustainability plan.

COMMUNICATION / PUBLIC PARTICIPATION:

Administration recommends that some form of public involvement be integrated into the agricultural land expansion process, should the project proceed. It is also recommended that the County meet with neighbouring jurisdictions to explain our priorities and objectives.

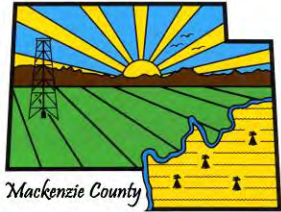
POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the letter to the Minister of Environment and Parks be sent as presented/amended regarding the agricultural land expansion (County Land Use Proposal).

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



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

November 28, 2019

The Honourable Jason Nixon
Minister of Environment and Parks
323 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister:

RE: COUNTY LAND USE PROPOSAL

Mackenzie County is a large and diverse municipality, blessed with a variety of resources and cultures. Within this vast and diverse region we believe there is an opportunity to advance a variety of land use objectives that would be of benefit to not only locals, but all Albertans.

There is a local desire for an increase in agricultural lands and grazing reserves, and also an acknowledgement that there is a need to better protect and conserve areas of the boreal forest to protect biodiversity and Species at Risk, including the Woodland Caribou.

Mackenzie County believes that the following framework provides the opportunity for local support for the furtherment of the above named objectives:

- Sale of 350,000 acres of crown lands for agricultural land expansion
 - A portion of revenues from land sales needs to support the infrastructure to service those lands
 - Extended fire season after lands are sold in order to ensure public safety due to reduced visibility from smoke
 - Additional mechanism to allow for additional crown land sales in 10 – 12 years
- Further development of the existing Fort Vermilion Provincial Grazing Reserve
 - About 10,000 acres currently developed, another 5000 acres are available for development.

November 28, 2019

- Currently serves 15 patrons and 800 cow/calf pairs
- Development of a new provincial grazing reserve towards the south end of the county that serves 1000 cow/calf pairs
- In order to diversify our economy from a loss of oil and gas revenue we ask for an annual commitment from the province of \$50,000 for 5 years to advance and promote tourism and agricultural diversification within the County

The attached map is included for reference purposes and are intended to indicate general areas of interest and consideration for varying land uses. We also support the maintenance of waterbody setbacks and biodiversity corridors within areas that are ideally suited for agricultural lands.

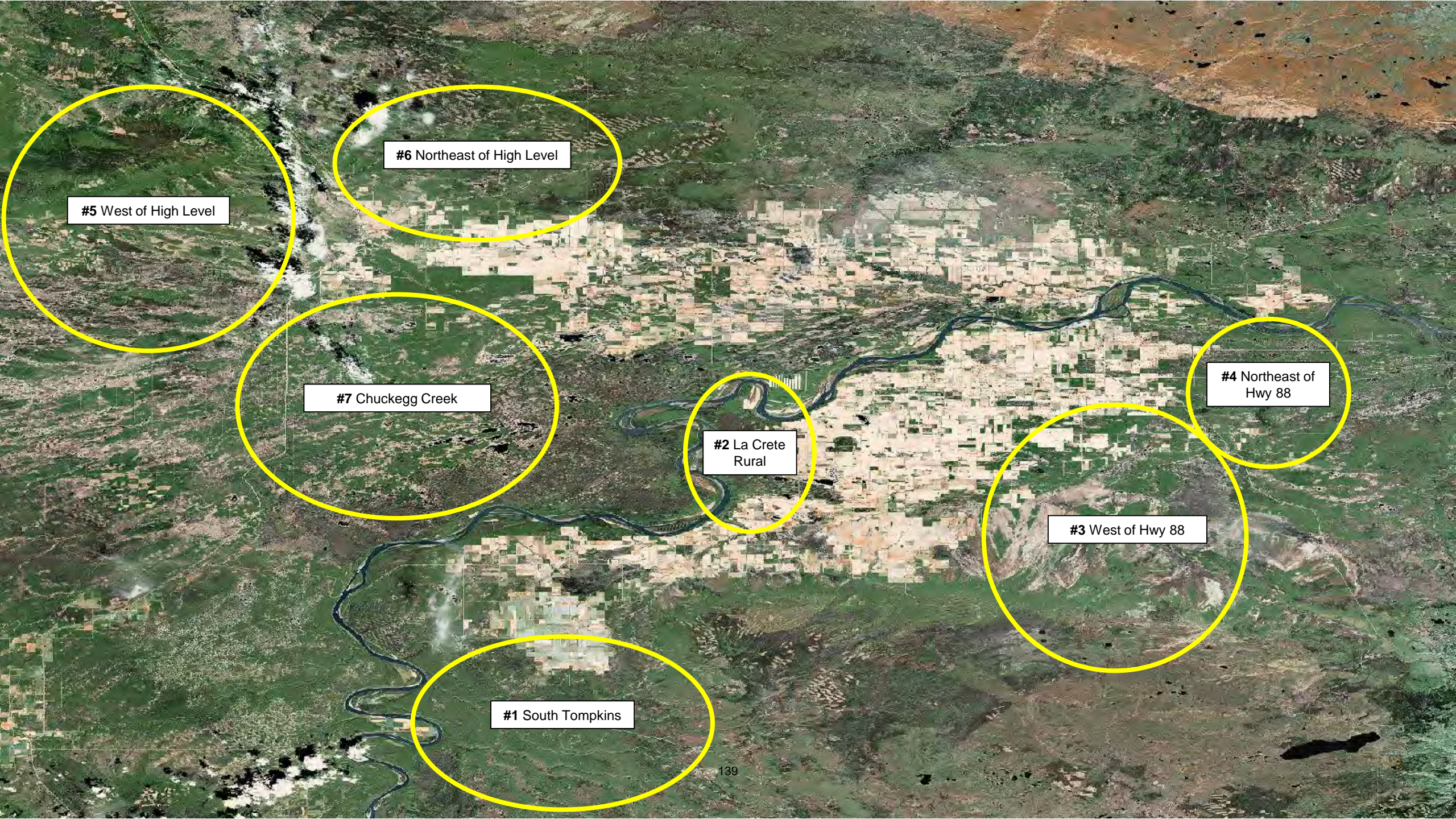
We appreciate the complexity of managing Alberta's rich landscape, and we are excited for the opportunities in our region. Thank you for your time and consideration of our proposal. Please feel free to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, (780) 927-3718 or by email lracher@mackenziecounty.com.

Yours Sincerely,

Josh Knelsen
Reeve
Mackenzie County

Attach.

c: Dan Williams, MLA Peace River
Mackenzie County Council



#5 West of High Level

#6 Northeast of High Level

#7 Chuckegg Creek

#2 La Crete Rural

#4 Northeast of Hwy 88

#3 West of Hwy 88

#1 South Tompkins



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Smoke Hazard Letter – Template

BACKGROUND / PROPOSAL:

At the November 19, 2019 Council Meeting, Council passed a motion to issue residents a letter for safety hazards caused by smoke.

ADMINISTRATION: **14. a) Smoke Management**

MOTION 19-11-672 **MOVED** by Councillor Cardinal

That residents be issued a letter when found creating a highway safety hazard due to fires.

CARRIED

Attached you will find a drafted letter to the affected residents. You will find two options provided, one that pulls reference to the drafted smoke bylaw, and one without.

OPTIONS & BENEFITS:

Option 1 – Approve the draft letter as a template to deliver to landowners who’s smoldering is affecting potential traffic risks.

Option 2 – Pass a Bylaw with respect to smoke management to help mitigate the impacts of burning including the nuisance to others and traffic risks as well as approve the draft letter template as enforcement of the bylaw. (a copy of the previously drafted Bylaw is attached for information)

Author: F. Wiebe **Reviewed by:** _____ **CAO:** L. Racher

COSTS & SOURCE OF FUNDING:

Option 1 – staff time would be the cost incurred to hand deliver the letters to landowners and follow up with compliance.

Option 2 – additional resources would be required in order to monitor the various burn areas and contend with any violations and ensure compliance with the municipal Bylaw.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: F. Wiebe Reviewed by: _____ CAO: L. Racher



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

(Date)

Hand Delivered

(NAME)
(ADDRESS)

Dear Mr/Ms. XXXXX:

RE: SMOKE & HIGHWAY VISIBILITY CONCERNS

Mackenzie County has been made aware of heavy smoke as a result of brush smoldering on your land(s) (LEGAL LAND DESCRIPTION) causing poor visibility for drivers.

Option 1 (with no smoke bylaw in place):

We request that the smoldering be reduced or removed by ____(DATE)/(TIME) to avoid any potential incidents. Should the concern not be addressed by said time, Mackenzie County may enter upon said lands to extinguish the smoldering/burning and all associated costs may be submitted to the owner of the privately owned land or occupied public land.

Option 2 (with smoke bylaw in place):

As per section 8.2 of Mackenzie County's Smoke Management Bylaw, we hereby order you the owner to remove the smoke hazard by ____(DATE)/(TIME) to avoid any potential incidents. Should the order not be carried out by said time, Mackenzie County may enter upon said land(s) with any equipment to perform the work required to eliminate the smoke hazard and all associated costs may be submitted to the owner of the privately owned land or occupied public land.

For further mitigation of potential incidents, landowners can pick up signage to ensure traffic control methods are in place to warn the public that a smoke hazard exists on the highway.

Name
Page 2
Date

Thank you for your cooperation in helping avoid the potential for serious incidents.

Yours truly,

Len Racher
Chief Administrative Officer

c:

BYLAW NO. 1139-19
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF MANAGING THE IMPACT
OF SMOKE CAUSED BY OPEN-AIR BURNING

WHEREAS, the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, provides that the Council of a municipality may pass bylaws for the safety, health and welfare of people, the protection of people and property, the prevention of nuisances, and, for services provided by or on behalf of the municipality, and

WHEREAS, the *Forest and Prairie Protection Act*, Revised Statutes of Alberta, 2000, c. F-19, as amended from time to time, provides the municipality with the authority to enforce the provisions of the said Act; and

WHEREAS, the Council of Mackenzie County wishes to regulate the impact of smoke caused by an Open Fire for the purpose of public safety and health and quality of life; and

WHEREAS, the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, provides that the Council of a municipality may collect costs and expenses incurred by the municipality, according to the Fee Schedule Bylaw; and

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

SECTION 1 – NAME OF BYLAW

1.1 This Bylaw may be cited as the “Smoke Management Bylaw”.

SECTION 2 – DEFINITIONS

“Burnable Debris” means those materials permitted to be burned in accordance with the *Environmental Protection and Enhancement Act* Substance Release Regulation AR 124/93, which include, but are not limited to:

- (a) Straw and stubble;
- (b) Grass and weeds;
- (c) Leaves and tree pruning's;
- (d) Brush and fallen trees on newly cleared land or associated logging operations;

- (e) Used power, telegraph and telephone poles that do not contain wood preservatives;
- (f) Wooden materials, which do not contain wood preservatives, from the construction or demolition of buildings;
- (g) Solid waste from post and pole operations that does not contain wood preservatives;
- (h) Solid waste from tree harvesting operations.

“Designated County Official” means an employee of Mackenzie County tasked or appointed to perform duties related to this Bylaw.

“Fee Schedule Bylaw” means a Bylaw of Mackenzie County which establishes fees for services, fines and penalties.

“Fire” means any combustible material in a state of combustion.

“Fire Official” means the most senior available Fire Officer or Designate acting in their role on behalf of the County and their Fire Department.

“Open-Air Burning” means any combustible material or burnable debris ignited for the purposes of industrial, agricultural, and commercial disposal, inclusive of forest, brush, wood, grass, structures, and construction material.

“Peace Officer” means a Municipal Bylaw Officer, Municipal Peace Officer, or a Member of the Royal Canadian Mounted Police.

“Prohibited Debris” means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odours or toxic substances in accordance with the *Environmental Protection and Enhancement Act* Substance Release Regulation AR 124/93, which include, but are not limited to:

- (a) Animal manure;
- (b) Pathological waste;
- (c) Non-wooden material;
- (d) Waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
- (e) Combustible material in automobile bodies;
- (f) Tires;
- (g) Rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
- (h) Used oil;

- (i) Wood or wood products containing substances for the purpose of preserving wood.

“Smoke Hazard” means reduced visibility on a highway generally caused by Open-Air Burning, which extends over a small area of some hundreds of meters across, and which reduces visibility to less than _____ meters.

“Smoke Management Plan” means a plan submitted by the person responsible for the Open-Air Burning, outlining several factors related to the Open-Air Burning and outlines the smoke hazard mitigation efforts required.

“Smolder” means a low state of combustion in the absence of open flame that creates visible smoke.

OPEN-AIR BURNING REQUIREMENTS

SECTION 3 – APPLICABILITY

This Bylaw applies to all outdoor industrial, agricultural, and commercial Open-Air Burning of Burnable Debris within Mackenzie County except:

- 3.1 Grilling or cooking using charcoal, wood, wood pellets, propane or natural gas in cooking or grilling appliances, including barbeques.
- 3.2 Use of propane, acetylene, natural gas, gasoline or kerosene in a device intended for heating, construction or maintenance activities.
- 3.3 Emergency safety/signaling flares or industrial flares used for the combustion of flammable gases.
- 3.4 Structures that may be burned exclusively for fire suppression training, or testing of firefighting equipment, provided that all asbestos materials have been removed from the structure and the structure has been inspected by a licensed asbestos inspector.
- 3.5 Burning of materials for law enforcement activities as authorized by the local authority or other law enforcement authority.
- 3.6 Campfires in private and municipal campgrounds or provincial parks covered under municipal bylaws, provincial Acts and Regulations.
- 3.7 Burning of explosive or dangerous material by police or other public safety organization for which there is no other safe means of disposal.

- 3.8 Burning clean wood at solid waste disposal sites, if carried out in accordance with provincial Acts and Regulations.

SECTION 4 – GENERAL PROHIBITION OF OPEN-AIR BURNING

- 4.1 Open-Air Burning is prohibited in Mackenzie County unless the burning is in conformance with this Bylaw and as permitted under the *Forest and Prairie Protection Act*, and other applicable legislation.
- 4.2 No person conducting Open-Air Burning shall create an adverse effect or Smoke Hazard to the safety, health and welfare of people.
- 4.3 No person shall set, permit or maintain any Open-Air Burning at any time of the year such that smoke emitted from the Fire creates a Smoke Hazard and impairs visibility on a highway and poses a safety concern, unless the person responsible for the Open-Air Burning has safely and adequately controlled the flow of traffic through the area of reduced visibility by way of signage, traffic control devices, and pilot vehicles.
- 4.4 Notwithstanding any of the provisions of this Bylaw, if at any time in the opinion of the Fire Official, Peace Officer, or other Designated County Official, it is necessary for the public safety and health and quality of life, or prevent the impact of impaired visibility on a highway, that any fire should be extinguished, the person responsible for, or in charge of, or on whose property the fire is located, shall forthwith extinguish the fire upon notice or direction to do so. The Fire Official, Peace Officer, or Designated County Official may take such steps as he/she deems necessary to cause any such fire to be extinguished forthwith.
- 4.5 No Open-Air Burning shall be undertaken during periods when the Province or Municipality has issued an Air Quality Advisory applicable to the area.
- 4.6 Mackenzie County may declare an Open-Air Burning restriction such as a Fire Ban when atmospheric conditions or local circumstances make such Open-Air Burning hazardous. The public shall be notified that an Open-Air Burning restriction is in effect on local radio, and the Mackenzie County social media sites. Signs advertising the ban will be posted at the Mackenzie County offices and roadways within Mackenzie County adjacent to the affected areas.
- 4.7 Open-Air Burning shall be regularly monitored and supervised by a competent person of at least eighteen (18) years of age to ensure that the fire is kept under control. The person shall have readily available for use such fire extinguishing equipment as may be necessary for the total control of the fire.

- 4.8 Open-Air Burning shall not be permitted to remain in a state of low combustion, or smoldering. Open-Air Burning shall be completely extinguished by soaking the material with water.

SECTION 5 – OPEN-AIR BURNING OF PROHIBITED WASTE

- 5.1 Open-Air Burning of Prohibited Debris is prohibited, unless otherwise permitted by this Bylaw.

SECTION 6 – SENSITIVE RECEPTORS

- 6.1 Notwithstanding Sections 4 and 5, Open-Air Burning shall not be undertaken within 500 meters from a sensitive receptor. Sensitive receptors include:
- (a) A health care facility
 - (b) A senior citizens' residence or long-term care facility
 - (c) A child care facility
 - (d) An educational facility
 - (e) High density housing complex
 - (f) A church building
 - (g) A Primary or Secondary Highway

SECTION 7 – SMOKE MANAGEMENT PLANNING

Open-Air Burning for the purpose of outdoor industrial, agricultural, and commercial brush pile removal shall be conducted in accordance with this Bylaw and is subject to the following requirements:

- 7.1 The person responsible for Open-Air Burning of industrial, agricultural, and commercial brush pile fires on more than one adjacent quarter sections, or adjacent to other existing brush pile Open-Air Burning shall ensure that a Smoke Management Plan is prepared and submitted to Mackenzie County. The Smoke Management Plan must be approved by the Mackenzie County prior to commencing the burn.
- 7.2 The Smoke Management Plan shall contain the following information:
- (a) the specific location and description of the area to be burned
 - (b) subject vegetation types
 - (c) an emergency telephone number
 - (d) the property owner
 - (e) the agency/contractor conducting the burn
 - (f) the burn prescription
 - (g) the number of hectares to be burned, the type of fuel, fuel loading estimates and the ignition technique to be used
 - (h) a list of agencies and private parties involved

- (i) a map depicting prevailing winds and the potential impact of the smoke on occupied buildings and areas for up to _____ kilometers from the burn site
 - (j) a discussion of the need for public notification procedures and
 - (k) an evaluation of alternative methods to open-air burning.
 - (l) a traffic control plan, including signage, traffic control devices, pilot vehicles, and activation criteria and expectations for each stage.
- 7.3 The person(s) responsible for conducting Open-Air Burning shall ensure the burn does not occur within 500 metres of any dwelling, group of dwellings, commercial, institutional or industrial establishments or other occupied structure located outside of the property where the Open-Air Burning is being conducted, unless permission has been received from all occupants.
- 7.4 The person(s) responsible for the privately owned land or occupied public land is responsible to ensure traffic control methods are in place, by competent and qualified persons, in the event that a Smoke Hazard exists on the highway.
- 7.5 The person(s) responsible for conducting Open-Air Burning shall ensure that the burn is conducted in accordance with Section 6 - Sensitive Receptors.
- 7.6 The person responsible for conducting Open-Air Burning shall ensure that burning occurs when the prevailing wind direction does not cause visibility restrictions on nearby roadways or airfields.

SECTION 8 – CONTROL OF SMOKE HAZARDS

- 8.1 Mackenzie County may deny the Smoke Management Plan if it believes the Smoke Management Plan is inadequate, or the responsible person lacks the resources to activate any portion of the plan in order to mitigate the Smoke Hazard.
- 8.2 If it is determined that privately owned land or occupied public land, conditions governed by the Bylaw, that, in its opinion, constitute a Smoke Hazard, Mackenzie County may order the Owner or the responsible person in control of the land on which the Smoke Hazard exists to reduce or remove the Smoke Hazard within a fixed time.
- 8.3 If it is determined that the order it made pursuant to Section 8.2 has not been carried out, a Designated County Official may enter the land with any equipment and any person he or she considers necessary and may perform the work required to eliminate or reduce the Smoke Hazard.

SECTION 9 – RECOVERY OF COSTS

- 9.1 Where the Municipality has taken any action associated with Section 8.3, the Municipality shall charge such fees, as set out in the Fee Schedule Bylaw, to the owner of the privately owned land or occupied public land.

SECTION 10 – OFFENCES AND PENALTIES

- 10.1 Any Person Who:

- (a) Violates any provision of this Bylaw;
- (b) Suffers or permits any act or thing to be done in contravention of or in violation of any provision of this Bylaw:
- (c) Neglects to do or refrains from doing anything required to be done by the provisions of this Bylaw; or
- (d) Does any thing or omits any act or thing, thus violating any provision of this Bylaw

is guilty of an offense under this Bylaw, and is liable to a penalty as specified in 10.2

- 10.2 Any person in contravention of this Bylaw is guilty of an offense and is upon summary conviction for a first offense liable to a penalty as outlined in the Fee Schedule Bylaw.
- 10.3 Any person in contravention of this Bylaw a second and/or subsequent times shall be guilty of an offense and is upon summary conviction liable to a penalty as outlined in the Fee Schedule Bylaw.
- 10.4 Where there has been a breach of this Bylaw, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the Provincial Offenses Procedure Act.

SECTION 11 – VIOLATION TICKETS

- 11.1 A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the Provincial Offenses Procedure Act to any Person who the Officer believes has contravened any provision of this Bylaw.
- 11.2 Where a contravention of this Bylaw is of a continuing nature, further Violation Tickets may be issued by a Peace Officer in respect of each day or part of each day on which it continues.

SECTION 12 – EFFECTIVE DATE

12.1 This Bylaw shall come into full force and effect upon third and final reading.

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.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Motions Requiring Northern Alberta Elected Leaders (Member Approval)

BACKGROUND / PROPOSAL:

As confirmed at the August 23, 2019 Northern Alberta Elected Leaders (NAEL) meeting, the Northern Promotion Sub-Committee consisting of Chair, Vice Chair and several members met in September to discuss and make recommendations to the broader NAEL group for promoting the north. Meeting minutes approved by the sub-committee are attached for reference.

As a result of this meeting, three motions were made by the sub-committee, which require NAEL members support and approval. Response required by November 8, 2019; extension given.

OPTIONS & BENEFITS:

NAEL Motion 1 – Approve or Decline support with comments:

That NAEL Secretariat draft a letter requesting that NAEL be added to an upcoming agenda for the North, Central, and South Caucus Meetings, to share information on northern issues and priorities. Delegation to attend and present on behalf of NAEL to include Chair Jim Rennie, Vice-Chair Leanne Beaupre, NAEL member Carolyn Kolebaba and NAEL member Myrna Lanctot.

NAEL Motion 2 - Approve or Decline support with comments:

That the NAEL Secretariat coordinate a list of priorities to be approved by NAEL members, and include the information on an MLA *All Star Sports Card* to be shared during a presentation to the North, Central, and Southern Caucus meetings, to occur within the first 300 days of the government's mandate.

Author: J. Emmerson **Reviewed by:** _____ **CAO:** _____

NAEL Motion 3 - Approve or Decline support with comments:

That the NAEL Secretariat draft a letter requesting a contact meeting with Alberta Counsel, to occur at the Rural Municipalities of Alberta Convention (November 12-15, 2019) to gather information on what services they could provide NAEL regarding northern promotion and advocacy.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For Discussion.

Author: J. Emmerson Reviewed by: _____ CAO: _____

From: [Kim Pinnock](#)
To: [Kim Pinnock](#)
Cc: ["Jim Rennie" \(jim.rennie@woodlands.ab.ca\)](#); [lbeaupre@countypg.ab.ca](#); [Megan Ciurysek](#); [Baikuntha Acharya](#)
Subject: Motions Requiring NAEL Member Approval - Action Required
Date: November 1, 2019 2:26:05 PM
Attachments: [image001.png](#)
[APPROVED Minutes Northern Promotion & Delegation Sept 18 2019.pdf](#)
[Minutes DRAFT August 23 2019 .pdf](#)

Good afternoon Northern Alberta Elected Leaders (NAEL),
 As confirmed at the August 23, 2019 NAEL meeting, the Northern Promotion Sub-Committee consisting of Chair, Vice Chair and several members met in September to discuss and make recommendations to the broader NAEL group for promoting the north. Meeting minutes approved by the sub-committee are attached for reference.

As a result of this meeting, three motions were made by the sub-committee, which require NAEL members support and approval. The motions are identified below.

As we do not yet have a date for the next NAEL meeting, members are asked to vote via email. Please reply to this e-mail with your community's response by **November 8, 2019**. A summary of the votes and comments will be compiled for members and shared with NAEL Chair and Vice Chair for next steps.

	NAEL Community: << NAME>>	Member Contact: << NAME>>		
	Motion	Approve	Do not approve	Comments
1	It was MOVED by Jim Rennie that NAEL Secretariat draft a letter requesting that NAEL be added to an upcoming agenda for the North, Central, and South Caucus Meetings, to share information on northern issues and priorities. Delegation to attend and present on behalf of NAEL to include Chair Jim Rennie, Vice-Chair Leanne Beaupre, NAEL member Carolyn Kolebaba and NAEL member Myrna			

	Lanctot.			
2	It was MOVED by Carolyn Kolebaba THAT the NAEL Secretariat coordinate a list of priorities to be approved by NAEL members, and include the information on an MLA <i>All Star Sports Card</i> to be shared during a presentation to the North, Central, and Southern Caucus meetings, to occur within the first 300 days of the government's mandate.			
3	It was MOVED by Leanne Beaupre THAT the NAEL Secretariat draft a letter requesting a contact meeting with Alberta Counsel, to occur at the Rural Municipalities of Alberta Convention (November 12-15, 2019) to gather information on what services they could provide NAEL regarding northern promotion and advocacy.			

If you have any questions, please call our office at 780-624-6274.

Have a wonderful weekend!

Kind regards,

Kim Pinnock

Manager, Projects and Research
Northern Alberta Development Council
Economic Development, Trade and Tourism
Government of Alberta

Office: 780-624-6432
Cell: 780-219-3593
kim.pinnock@gov.ab.ca



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DRAFT MINUTES
August 23, 2019
Bonanza Agricultural Society
Saddle Hills County

Attendees

Leanne	Beaupre	County of Grande Prairie
Jeannette	Danks	Northern Alberta Development Council (NADC)
Norm	Duval	Northern Sunrise County
Sandra	Fox	Municipal District of Fairview
James	Hailes	Town of Fox Creek
Alvin	Hubert	Saddle Hills County
Peggy	Johnson	Municipal District of Fairview
Jessica	Juneau	Town of Rainbow Lake
Murray	Kerik	Municipal District of Lesser Slave River
Carolyn	Kolebaba	Northern Sunrise County
Myrna Jean	Lanctot	Village of Donnelly
Tracy	Lapping	Saddle Hills County
Todd	Loewen	MLA, Central Peace-Notley
Vern	Lymburner	Town of Valleyview
Gerald	Manzulenko	Birch Hills County
Ken	Matthews	Big Lakes County
Cary	Merritt	Saddle Hills County
Hermann	Minderlein	Birch Hills County
Kevin	O'Toole	City of Grande Prairie
Brian	Panasiuk	Town of High Prairie
Diahann	Potrebenko	Village of Rycroft
Kate	Potter	Town of Sexsmith
Bob	Regal	Town of Grimshaw
Jim	Rennie	Woodlands County
Gary	Rycroft	Town of Beaverlodge
Richard	Simard	Big Lakes County
Paul	Smith	Town of Rainbow Lake
Peter	Thomas	Village of Rycroft
Greg	Towne	Town of Peace River
Terry	Ungarian	County of Northern Lights
Tony	VanRootseloar	MD Spirit River
Tyler	Warman	Town of Slave Lake
Joulia	Whittleton	Saddle Hills County
Robert	Willing	Municipal District of Peace

Presenters:

- Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants Division, Alberta Municipal Affairs / Steve White, Executive Director, Assessment Services Branch, Alberta Municipal Affairs

Secretariat:

- Kim Pinnock, Manager, NADC
- Megan Ciurysek, Research Officer, NADC
- Lisa Williams, Administrative Assistant, NADC

Welcome

- Chair Jim Rennie introduced Mr. Todd Loewen, MLA Central Peace-Notley, and Jeannette Danks, NADC Member.
- Chair Jim Rennie introduced Secretariat, and welcomed all attendees to the meeting.

1. Call Membership Meeting to Order

Chair, Jim Rennie, called the NAEL meeting to order August 23, 2019, 10:15AM.

MLA Todd Loewen addressed the NAEL members, providing an update on the bills that have been passed by government since the election. The government has fulfilled 58 promises to date and is currently working on ten more. He discussed current consultations and engagements happening across the province, including the Alberta Health Services (AHS) review to find efficiencies and the Farm Tour. He referenced the McKinnon Blue Ribbon Panel recommendations that are under review.

MLA Loewen shared his understanding of the north as an economic driver in the province and the current state of the northern economy – with some areas in stronger shape than others across the region.

NAEL Member Questions and Comments for MLA Todd Loewen

- The library funding is already at 50 per cent. What will funding for libraries look like in the upcoming budget?
- What are the debt figures in Alberta?
 - o Alberta is \$60 billion in debt and this will grow over this term, as interest is \$2 billion dollars a year.
- Physician Recruitment - the process for International Medical Graduates (IMGs) is slow and cumbersome. Changes to the Medical Council of Canada Evaluating Examination (MCCEE) and new requirements for incoming physicians to write the Therapeutics Decision Making (TDM) exam are causing delays in certification of potentially qualified applicants. Currently College of Physicians and Surgeons of Alberta (CPSA) offers exams

only in January and June. When exams are full, applicants must wait for the next sitting. Some doctors who wrote their exams will have test results expiring as of Dec. 31 and if they do not have an opportunity to take the TDM exam until January, they will have to start the process over, causing further delays.

- MLA Loewen will follow up with the Health Minister.
- Red Tape – It is taking up to 40 weeks to complete new land appraisals – need to look at new public hires to support this work. Taking 14-16 weeks to re-zoned land. This is impacting business development and investment opportunities in the region.
- Education and health facilities are cutting back on front line workers in anticipation of cuts coming. This is impacting local communities and residents.
- The Battle River fire in the County of Northern Lights destroyed some fences, the province agreed to pay for the replacement with emergency funds. The County is still waiting on provincial funding.
- AHS review is underway. Comments can be shared online at AHS.Review@gov.ab.ca. NAEL members suggest the Health Minister consider a face-to-face sit down with communities and former board members from former health regions who can comment and share valuable input.
- The Mighty Peace Watershed and other Water Alliances have confirmation from the province that funding will be forthcoming, but funds have not been received and there is uncertainty about when they will be released. This has made it difficult for Mighty Peace and other Alliances to operate and some may have to shut down.
- Red Tape workshop will be held in Peace River, September 12, 2019.
- The ministers who travel do not make it out to rural areas surrounding urban locations and there is more are multiple municipalities in each area. Invitations should be sent to all surrounding municipalities when ministers are in an area.
- Resiliency funding – on hold with no timeframe provided by the province. Municipalities are asking for an update on the status of this funding – in order to plan for the future.
 - MLA Loewen indicated that there is no update on this at present. However, he would like to see stable long term funding for municipalities, and more clarity may come with budget.

2. Adoption of Agenda

It was **MOVED** by Myrna Jean Lanctot **THAT** the agenda be adopted as presented.

CARRIED

3. Adoption of Minutes – January 18, 2019 Northern Sunrise County, St. Isidore, AB

- Corrections:

- Page 1 Remove Paul Smith from attendance list.

It was **MOVED** by Diahann Potrebenko **THAT** the minutes be accepted with the corrections listed above.

CARRIED

4. Chair Update / NAEL Administrative Housekeeping

4.1 Chair Update NAEL Membership

- Required corrections were made to January 18, 2019 Meeting Minutes.
- Five cannabis bylaws were distributed to the NAEL membership for information purposes in the NAEL January 18, 2019 Post-Meeting Package.
- Changes were made to the Hosting and Expense Policy – outlined in Finance Committee Meeting Minutes 2018 and NAEL meeting Minutes Jan 18, 2019.
- A NAEL webinar with a presentation from Alberta Environment and Parks was coordinated and delivered on February 28, 2019.
- A Post-Webinar Meeting Package was sent on March 14, 2019.
- An invitation to the Minister of Municipal Affairs was sent to Minister Madu to attend the August 23, 2019 NAEL Meeting.
- The Rural Policing Brief was reviewed to confirm accuracy, no updates were found to be required.
- **NAEL Membership**
 - Records show we currently have 40 NAEL member communities.
 - Secretariat will clean up the list of NAEL members.
 - NAEL membership does not currently include any First Nations or Metis Settlements. Membership is open to all communities in the NAEL defined area.

It was **MOVED** by Ken Matthews **THAT** First Nations and Metis Settlements within the NAEL area be invited and encouraged to join NAEL making sure to include in the letter that all NAEL member communities are responsible for their own expenses.

CARRIED

4.2 Financial Report

- No changes since last meeting, January 2019.

Discussion on how NAEL should use their funds to support the north:

- Need to educate government on northern issues.

- Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) are limited to issues that affect the whole province. As a regionally specific group NAEL has an opportunity to represent issues that are localized to the north.
- Consider a marketing plan for the north.
- NAEL members discussed the possibility of collaborating with other municipalities to educate government on rural and remote issues.
 - o Carolyn Kolebaba shared that Northern Sunrise County received a letter on June 21, 2019 from Lac Ste. Anne County. The letter proposed coordinating a meeting of all northern Alberta rural Counties and Municipal Districts to be hosted in northern Alberta in late August or early September.
- Discussed setting up a sub-committee to implement an action plan.
- NAEL asked Secretariat to find dates when the Northern, Southern, and Central Caucuses are meeting – in order to coordinate a northern delegation.
- Work with the Advocacy Group, Alberta Counsel – they work well with MLA's.

It was **MOVED** by Alvin Hubert **THAT** a sub-committee be formed, consisting of Jim Rennie, Leanne Beaupre, Carolyn Kolebaba and Myrna Jean Lanctot, to make recommendation on options for NAEL to consider with respect to promoting the north.

CARRIED

It was **MOVED** by Terry Ungarian **THAT** the Financial Report be accepted for information.

CARRIED

It was **MOVED** by Carolyn Kolebaba **THAT** the membership fees for the 2019/20 fiscal year be waived. New members will pay the regular standard amount.

CARRIED

4.3 NAEL Information / Correspondence

- Members discussed ideas to change the scheduling of NAEL meetings to make it easier for Ministers and MLAs to attend. Options included:
 - o set regularly occurring meetings, that members and invited guests with a standing invitation are able to put in their calendar ahead of time;
 - o schedule one meeting a year close to an airport for a fly-in fly-out availability;
 - o consider changing the date from Friday to Thursday, as MLAs constituency days are Friday; and
 - o consider sharing NAEL meeting invites with every MLA, Minister, and Premier.

It was **MOVED** by Myrna Jean Lanctot **THAT** an invitation to the Minister of Municipal Affairs be sent inviting Minister Madu to the next NAEL meeting.

CARRIED

It was **MOVED** by Carolyn Kolebaba **THAT** the correspondence be accepted as presented.

CARRIED

5. Discussion – Municipal Affairs

- Members discussed issues, concerns, and questions that they would like to share with Municipal Affairs.
- Members settled on three topics that they would like to invite representatives from Municipal Affairs to present a webinar to NAEL about:
 1. Intermunicipal Collaboration Frameworks (ICF)
 2. Municipal Sustainability Initiative (MSI) funding
 3. Municipal Governance Act (MGA) – related to unpaid taxes:
 - some municipalities have significant unpaid taxes, in some cases \$1 - \$3 million;
 - municipalities indicated a 10 per cent impact or more on a municipal budget would be considered substantial; and
 - RMA has indicated recently that 60 municipalities across the province have unpaid taxes, which they have not been able to collect.

It was **MOVED** by Gerald Manzulenko **THAT** the Secretariat request and coordinate a webinar presentation with Municipal Affairs on topics ICF, MSI, and MGA.

CARRIED

6. Presentation: Shallow Gas Tax Relief Initiative & Assessment Model Review

- o Presenters: Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants Division, and Steve White, Executive Director, Assessment Services Branch, Alberta Municipal Affairs
- ADM Bayne shared background information on outdated linear assessment models and some of the overarching concerns raised by industry.
- The Shallow Gas Tax Relief Initiative offers urgent property tax relief to producers that are in precarious financial situations. This is a short-term support.

- Municipal Affairs is also working with municipalities, industry, and experts to complete a review of the linear assessment models for 2020 and the GOA is considering the current economic impacts on the natural gas sector.
- Through this initiative, Municipalities will reduce property tax on shallow gas wells and pipelines by 35 per cent for eligible companies for the 2019 tax year.
- To cover the cost of lost revenue to Municipalities, the province will reduce the amount of that municipalities pay the province for education property tax.

The presentation included time for NAEL members to ask questions.

- Does the initiative consider the size of the company?
 - o Answer: The initiative is for companies that are in dire circumstances treating all property the same. Most applicants have been for small to mid-sized.
- Members were critical of the impacts that this initiative could have on funding for education.
 - o Response: The initiative is based on the overall provincial budget.
- The money this year is coming from the province. Where is the funding coming from next year?
 - o Answer: This is a short term initiative.
- Members asked why the provincial government does not just give the money to the companies directly without going through the municipalities.
 - o Answer: The initiative is organized this way based on tax structure. Companies pay property taxes to municipalities not the province.
- Municipal governments have three-year operating and five-year capital budget forecasts. As such, it is imperative that this program is rolled out quickly and completely, not in pieces. Most municipalities have started their budgets. Will information be confirmed by September 1?
 - o Response: Date of September 1, 2019 will not likely happen. However, we are seeking input for consideration from stakeholders on timeframes and models.
- What is the definition of a shallow gas well and at what depth does it become a deep well?
 - o Secretariat will follow up with Municipal Affairs to confirm the answer.

It was **MOVED** by Kevin O'Toole **THAT** NAEL send a thank you letter to the presenters and include any follow up questions in the response.

CARRIED

7. Regional Issue Updates

Town of Peace River GST audit

- The Town of Peace River gave background information on the recent routine GST/PSB (Public Service Body) Audit.
- The Canadian Revenue Agency ruled that the “town supplied a right to use the municipal property to other municipalities through the use of cost-sharing agreements.” The Town of Peace River was then reassessed in the amount of \$609,571.41.
- The Town of Peace River appealed the ruling, but the decision was upheld. Interest on the amount outstanding has been accruing since April 25, 2019.
- The Town of Peace River is concerned that this ruling – reinterpretation of the Canada Revenue Agency (CRA) bulletin on GST for Grants and Subsidies – sets a precedent that is problematic for municipalities.
- The Federation of Canadian Municipalities (FCM) agrees that this issue is national in scope and concerning.
- The Town of Peace River asks that NAEL members email letters of support to info@peaceriver.ca and to copy their MLA’s.
- General discussion:
 - o Northern Sunrise County is bringing resolutions about inter-municipal transfers forward to a RMA District meeting.
 - o This issue could impact all municipalities across the country if they were audited and have to pay back taxes.
 - o Municipalities feel this is an over reach by the CRA and support is requested.
 - o Members encouraged to support and copy MPs and MLAs.

8. Lunch

9. Regional Issue Updates

9.1 Northern Alberta Fires

- County of Grande Prairie hosted evacuees during the wildfire season
 - o Their resources ran thin after two weeks; some evacuations lasted over a month.
 - o At the peak, the Grande Prairie region hosted approximately 1,100 evacuees.
- Town of High Prairie had issues brining in evacuees.
 - o There was a misunderstanding regarding what constituted a primary versus secondary evacuation site. Funding is provided by the province to primary evacuation sites.
 - o The Town of High Prairie had to invoice home communities for hosting their evacuees and then the home community is reimbursed by province.
 - o This issue should be flagged for Red Tape Reduction.
- Northern Sunrise County spoke about the collaboration in the Peace River area to support 800 evacuees and that resources were used quickly.

- Evacuees were allowed to go home but then were evacuated again.
- Mercer International Peace River Pulp Mill was in shut down at the same time.
- Small centres like the Town of Peace River do not generally have enough resources to support an influx of so many extra temporary residents.
- Members briefly discussed some related challenges with crime and/or disturbances.
- County of Northern Lights – some residents were evacuated for six days.
 - The County was very happy with the help and support they received from the province.
 - Fire departments from across the province provided support and Alberta Wildfire did a great job providing support: 200 firefighters, 3 helicopters, 2 air tankers were onsite with 60 pieces of equipment.
- Village of Donnelly – had full hook-up camp sites available to evacuees.
 - The Village reached out to several municipalities to offer this and other support, but communication must not have gotten through.
 - Question was raised regarding where to call to offer support or coordinate support available from surrounding municipalities.
- Secretariat will follow up with Alberta Emergency Management Agency (AEMA) for some information about processes for communication.

It was **MOVED** by Carolyn Kolebaba **THAT** NAEL send a letter to the province bringing forward issues resulting from the fires and requesting the province make improvements based on the findings.

CARRIED

9.2 Species at Risk Act (SARA)

- Crystal McAteer provided a written update, forwarded to members in the August 23, 2019 Meeting Package, regarding the Northwest Species at Risk (NWSAR).
- Leanne Beaupre, of the County of Grande Prairie spoke with the Minister of Agriculture and Forestry regarding the Canada Target 1, 17 per cent conservation, as part of the United Nations Biodiversity Goals.
 - Reeve Beaupre noted her concern that during the previous government's consultations that municipalities were consulted last and that Mackenzie County has been identified as an area for conservation.
 - Minister Dreeshen indicated that no updates are available at this time, but confirmed that consultations are on hold until the new government has a better understanding of what the previous government committed the province to.

- Terry Ungarian indicated that the Caribou Taskforce Meeting is scheduled for September 18, 2019 and that the Section 11 Agreement, relating to caribou protection, has been entered with the federal government.
 - o This agreement should be beneficial, hopefully preventing an emergency injunction.
 - o The AB Trappers Association is conducting research on habitat and vegetation in the Chinchaga area.

9.3 FCM

- Carolyn Kolebaba updated NAEL members that 369 representatives from Alberta attended this year's FCM conference in Quebec City. Many wore "We Love Alberta Oil & Gas" and "We Support Alberta Energy" t-shirts and gear.
 - o The event went well, but other provinces need to be educated on the value of the industry.
 - o Most people were receptive to the pro Alberta energy and pipeline messages except for people from Vancouver and the Mayor of Montreal.
 - o Further education is required to combat misinformation about the form that oil would be transported in.
- Kevin O'Toole indicated that most delegates he spoke with were okay with the pipeline, not the rail cars, due to previous disasters like the Lac-Mégantic rail disaster.
- Leanne Beaupre indicated that there was a story by a Quebec reporter done recently that will hopefully support messaging around the industry.

9.4 Economic Development Trade, and Tourism Ministry / NADC Update

- Jeannette Danks – NADC is in a holding pattern. Some Council Members met with Minister Fir regarding a Chair and the vacant Council positions. There are vacancies in Grande Prairie and High Level, and soon one in Fort McMurray. NADC has been involved in transportation, health care, and broadband.
- Kim Pinnock – NADC ministry has changed to include tourism. Ministry name is Economic Development, Trade and Tourism. LEARN has an Information Technology Request for Proposal out on Alberta Purchasing Connection. Closes Sept. 6, 2019. We have shared the link on our social media.

10. Membership Roundtable

Town of Grimshaw

- The new Town of Grimshaw office is almost complete, hoping to move in, in 90 days.

County of Northern Lights

- The County of Northern Lights is working on its ICF agreements. The regional water line is near completion. The County experienced subsequent weather extremes. Extremely dry weather was followed by wildfires, then heavy rain and finally localized flooding.

Big Lakes County

- The Jossard water treatment plant will be complete in December. A broadband project is on hold. Big Lakes County is working on extending its airport.

MD of Fairview

- The MD of Fairview has a new brewery open and Fosters Agriworld is relocating here. The MD is working hard: on a master plan for fire services with the Town of Fairview; to promote the Fairview campus of the Grande Prairie Regional College; and on conducting a study of the recreational use of river access points (information is available [here](#), and the related the mapping tool is available [here](#)). The disaster recovery program is complete, waiting for funding.

Saddle Hills County

- Introduced the new CAO Carry Merrit. Completed strategic review last week. Roads, water, communications and community services are all priorities.

City of Grande Prairie

- Opening up Bear Creek Pool. A&W restaurant sponsored a Multiple Sclerosis Fundraiser and the City of Grande Prairie is the top fundraiser top in Alberta with \$60,000 of burgers sold. The City also boasts the world's largest Canadian Tire store and Canada's largest Ford dealership is relocating here.

Town of Fox Creek

- Several infrastructure projects are on hold or behind schedule because of rain. This includes work on: the school division track and field; Highway Avenue – including plans to add new sidewalks; the lift station; and a new condominium complex.

Town of Valleyview

- An infrastructure assessment is complete. A green building is missing pieces or they were not installed correctly, the heat has been on all year. The multiplex is doing well; it has 1,500 members and is bringing people into town. Looking for a new location for the fire hall. There are outstanding issues related to the flood last year.

Town of Beaverlodge

- Karen Gariepy, the Town of Beaverlodge's new CAO will be starting in January. The Town has moved its office to the courthouse from the basement of the local pool. The location for a new fire hall is set and the building will start next year. The Town is still dealing with problems from flooding last year.

Town of Sexsmith

- The economic development plan for the Town of Sexsmith is complete. They are working on a regional economic development plan, which is currently out for tender. The Town has a new solar plan and hopes to start building before this year's snowfall.

MD of Lesser Slave Lake

- Wildfire at Martin Beach forced residents to evacuate. The fire was followed by a flood, which was the second in 13 months. The MD of Lesser Slave Lake is working with the province on mitigation and recovery work. Experiencing some difficulty connecting with local MLA. The MD wants to understand the impacts of the flooding occurring in the area in order to plan accordingly.

Village of Donnelley

- Working on ICF and IDP. Local Smoky River Gymnastics group is moving to Donnelly. The Village recently installed a bouncy pillow similar to what Northern Sunrise County has, and it has been a hit.

Town of High Prairie

- The High Prairie hospital recently opened obstetrics services. These services are now closed. AHS has indicated that services are closed temporarily for a review. The community is concerned that this will impact the services. A new Northern Lakes College campus is coming along, in spite of the recent rainy weather.

Town of Rainbow Lake

- The Town of Rainbow Lake paid \$60,000 for a feasibility study on geothermal energy. Outdated water and gas meters are due to be calibrated and updated. This will be complete in October. A new drainage system has been installed around the recreation

centre. The Town has committed \$150,000 over three years to support the work of NWSAR projects.

Birch Hills County

- Birch Hills County has completed new ICF and IDP agreements. Bertha Armyworms and grasshoppers are threatening agricultural crops. Farmers are spraying pesticides by plane.

MD of Peace

- The MD of Peace is working on eight different ICF agreements.

Northern Sunrise County

- Northern Sunrise County contributed \$5M to the new medical clinic in Peace River, which should be completed by end of December. Hopefully this will help with the region's physician retention. The Town of Peace River's new recreation centre is open, the County contributed as well. The County's administration building will be expanding and there are plans to develop Murphy Flats to enjoy the Smoky River. Fibre optics are being installed in the business park to improve broadband. The ICF with the Village of Nampa is complete and the County is starting this work with the Town of Peace River. RCMP Musical Ride coming up.

Village of Rycroft

- The Village of Rycroft has a new website. The ICF and IDP agreements with the Town and MD of Spirit River will be complete in September. Upgrades to the water mains. A storm water management plan is under development. An economic development assessment has been completed by Peace Regional Economic Development Alliance (PREDA). The Village is working on a feasibility study for a new fire hall. The Village has demolished three derelict houses and is listing two industrial lots with Riche Brothers for an online auction. Cement has been poured in the arena such that it can now be used year round.

MD of Greenview

- NAEL members indicated that there was a geothermal announcement in MD Greenview scheduled today, August 23, 2019. The MD Greenview was not able to attend NAEL because of this announcement.

Woodlands County

- Woodlands County offered two firefighting courses in conjunction with NorQuest College. Both were very successful. Course number 1081 was dedicated to youth, and course number 1080 was dedicated to adults as a Standard Firefighting Course. 23 youth

passed and many are now volunteering with the Fire Department. All ten adults who took 1080 were hired by industry by the end of the course.

County of Grande Prairie No. 1

- As a direct result of the Rural Broadband Study that NADC helped produce, several kilometers of fibre optic lines have been installed in the County.
- Thank you to Saddle Hills County and Bonanza for hosting NAEL members.

11. Next meeting

14.1 Location and date

- For consideration to change the day from Friday and to hold one meeting a year close to an airport.
- NAEL could have some kind of an event at the Growing the North Conference 2020.
- The next RMA Northern District meeting will be held on February 21, 2020 to coincide with Growing the North and elected officials will be invited.
- Members are asked to talk to their MLA's and inquire which days and seasons are best for them to travel to regional meetings.

It was **MOVED** by Jim Rennie **THAT** the NAEL Secretariat write to the North, Central, and South Caucuses and find a good day for our NAEL meetings.

CARRIED

- Next meeting will be in the Town of Sexsmith – date and meeting location to be determined.

It was **MOVED** by Robert Willing **THAT** MLAs, Ministers, and the Premier be invited to attend future NAEL meetings.

CARRIED

12. Adjournment

It was **MOVED** by Myrna Lanctot **THAT** the NAEL meeting be adjourned at 1:59PM.

CARRIED

DRAFT MINUTES
September 18, 2019
2:30 PM – 3:30 PM
Northern Promotion and Delegation Sub-Committee

Attendees

Leanne	Beaupre	County of Grande Prairie No. 1
Carolyn	Kolebaba	Northern Sunrise County
Myrna	Lanctot	Village of Donnelly
Jim	Rennie	Woodlands County

Secretariat:

- Kim Pinnock, Manager, NADC
- Megan Ciurysek, Research Officer, NADC

1. Call Meeting to Order

Chair, Jim Rennie, called the NAEL meeting to order September 18, 2019, 2:33PM.

2. Motion

- Chair Rennie reviewed the motion passed at the previous NAEL meeting August 23, 2019:
 - o It was **MOVED** by Alvin Hubert **THAT** a sub-committee be formed, consisting of Jim Rennie, Leanne Beaupre, Carolyn Kolebaba and Myrna Jean Lanctot, to make recommendations on options for NAEL to consider with respect to promoting the north.
 - o Members discussed coordinating a northern delegation to send to North, South, and Central Caucus meetings.

3. Discussion of Next Steps

- Jim Rennie suggested that with approval from NAEL members this Sub-Committee should form the Northern Delegation.
 - o Sub-Committee members were in agreement.
- Members discussed what a delegation would present to North, Central, and South Caucus meetings.
 - o Carolyn Kolebaba suggested having “Sports Cards” made up with the photo of an MLA on one side and the reverse side highlighting messaging about the north. Cards would then be given to the MLA corresponding to card’s photo.
 - o This strategy was discussed as a “big win” at a recent workshop that Carolyn attended where the Insurance Bureau undertook a similar marketing

approach. This idea is innovative and may be more memorable than a brochure or e-mail.

- Leanne Beaupre suggested that cards include a USB memory stick with more in-depth information loaded onto it that adds to the quick highlights. The County of Grande Prairie has examples of business cards with a USB drive embedded.
- Myrna Lanctot suggested that NAEL highlight for MLAs how much money is generated by industries in the north that then benefits major cities.
 - Leanne Beaupre agrees and suggests referring to this as a revenue drain from the north to elsewhere.
- Jim Rennie suggested that these cards could be called the “2020 All-Star Provincial Team”
- Jim Rennie asked that the Secretariat review previous NAEL minutes and highlight approximately ten priorities recently discussed at NAEL that this sub-committee could then review and make recommendations on what messaging should be shared with MLAs.
- Members suggested including memorable information in a “Did You Know” style on these cards. For example:
 - DYK – feature different percentages of resources that are available or produced in northern communities;
 - DYK – feature the number patents that have been produced out of northern Alberta; and
 - the Highway 40 investment may be a good source of information, which PPREDA should have.
- The cards would be presented to MLAs as part of the handouts provided by NAEL when presenting to the Caucuses.
- Leanne Beaupre recognized that there are many new MLAs in the province with limited experience in local government and therefore there is a strong need and opportunity to share information with the new MLA’s.
- Members suggested that NAEL contact the following organizations for information to share with MLAs:
 - NADC
 - Community Futures
 - PREDA
 - REDI
 - GROWTH (only one community within GROWTH’s area is part of NAEL)
- Members discussed the use of professional design and printing services to prepare Sports Cards with USBs. These cards would be given out at the Caucus meeting, following a presentation by the NAEL delegation.

- Members requested that the NAEL Secretariat send letters to government requesting that NAEL be placed on the Agenda for upcoming North, Central, and Southern Caucus meetings.
 - Suggestion that this be organized in the first 300 days of government.
- Carolyn Kolebaba indicated that her preference is to try this work first before NAEL considers hiring an advocacy group to work on behalf of NAEL.
- Leanne Beaupre discussed her knowledge of employing an advocacy group, which can be paid a retainer fee, on a project specific basis, or a blend.
- Jim Rennie suggested that this Sub-Committee try to meet with the Alberta Counsel (advocacy group) during the week of Rural Municipalities of Alberta.
- Jim Rennie asks that the NAEL Secretariat coordinate a request to meet, via letter from NAEL Chair, at the upcoming RMA convention in November, once NAEL members have confirmed support.
- Members discuss that transportation costs of NAEL members to travel to MLA Caucus meetings should be covered by NAEL funds, while the respective municipality should cover honorariums of delegation members.

4. Action Items

- Members recommended the following motions to be sent to the NAEL membership for approval via electronic email vote.

It was **MOVED** by Jim Rennie that NAEL Secretariat draft a letter requesting that NAEL be added to an upcoming agenda for the North, Central, and South Caucus Meetings, to share information on northern issues and priorities. Delegation to attend and present on behalf of NAEL to include Chair Jim Rennie, Vice-Chair Leanne Beaupre, NAEL member Carolyn Kolebaba and NAEL member Myrna Lanctot.

It was **MOVED** by Carolyn Kolebaba **THAT** the NAEL Secretariat coordinate a list of priorities to be approved by NAEL members, and include the information on an MLA All Star Sports Card to be shared during a presentation to the North, Central, and Southern Caucus meetings, to occur within the first 300 days of the government's mandate.

It was **MOVED** by Leanne Beaupre **THAT** the NAEL Secretariat draft a letter requesting a contact meeting with Alberta Counsel, to occur at the Rural Municipalities of Alberta Convention (November 12-15, 2019) to gather information on what services they could provide NAEL regarding northern promotion and advocacy.

5. Adjourn 2:58PM



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Strategic Planning Session

BACKGROUND / PROPOSAL:

A Strategic Planning Session is typically held annually to set direction in terms of priorities for the municipality. The last strategic planning session was held in the Spring of 2018.

Policy ADM050 Council/Administration Protocol states:

8. Organizational Tools:

The following organizational tools will be utilized to contribute to a successful working relationship between Council and Administration:

- i) An annual business planning process which outlines the strategic direction set by Council.

Administration is recommending that Council set a date in the New Year to conduct their Strategic Planning Session.

Participants in the planning session include Council and Administration.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

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

SUSTAINABILITY PLAN:

COMMUNICATION/PUBLIC PARTICIPATION:

POLICY REFERENCES:

Policy ADM050 Council/Administration Protocol

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2020 Strategic Planning Session be held on _____, 2020.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Zama Town Hall Meeting

BACKGROUND / PROPOSAL:

Discussion regarding holding a Town Hall meeting in Zama to discuss the future of Zama due to the economic changes facing the area.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Policy ADM056 Public Participation

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the October 31, 2019 and November 21, 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 October 31, 2019 and November 21, 2019 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, October 31, 2019 @ 10:00 a.m.

- PRESENT:** Erick Carter Chair, MPC Member
Beth Kappelar Vice Chair, MPC Member
John W Driedger MPC Member
David Driedger Councillor, MPC Member
- REGRETS:** Jacquie Bateman Councillor, MPC Member
- ADMINISTRATION:** Caitlin Smith Planning Supervisor
Kristin Racine Planner
Lynda Washkevich Development Officer
Ryleigh-Raye Wolfe Environmental Planner
Nicole Friesen Administrative Assistant/Recording Secretary
- MEMBERS OF THE PUBLIC:** Trisha O'Neill

MOTION 1. CALL TO ORDER

Caitlin Smith called the meeting to order at 10:01 a.m.

2. ADOPTION OF AGENDA

MPC 19-10-141 MOVED by John W Driedger

That the agenda be adopted with the following addition:

11. ELECTIONS

- a) Chair
- b) Vice Chair

CARRIED

11. ELECTIONS

- a) Chair

Caitlin Smith called for nominations for the position of Chairperson.

First Call: Beth Kappelar nominated Erick Carter. Accepted.

Second Call: No further nominations.

Third Call: no further nominations.

MPC-19-10-142 MOVED by John W Driedger

That the nominations cease for the position of Chairperson.

CARRIED

Caitlin Smith declared Erick Carter Chairperson by acclamation.

Caitlin Smith turned the meeting over to Chair Erick Carter at 10:02 a.m.

b) Vice Chair

Erick Carter called for nomination for the position of Vice Chairperson.

First Call: David Driedger nominated Beth Kappelar. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

MPC-19-10-143 MOVED by John W Driedger

That the nomination cease for the position of Vice Chairperson.

CARRIED

Erick Carter declared Beth Kappelar Vice Chairperson by acclamation.

3. MINUTES

a) Adoption of Minutes

MPC 19-10-144 MOVED by John W Driedger

That the minutes of the October 3rd, 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) 195-DP-19 Trisha & Daniel O'Neill
Retail – Enviro-Tank (Temporary) in “FV-CC”
Plan 2938RS, Block 1, Lot 1 (4717 River Road)**

MPC 19-10-145 **MOVED** by Beth Kappelar

That Development Permit 195-DP-19 on Plan 2938RS, Block 1, Lot 1 in the name of Trisha O'Neill be APPROVED with the following conditions:

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

- 1. The Developer shall enter into a Development Agreement with Mackenzie County.**
- 2. All conditions and regulations set out by Petroleum Tank Management of Alberta Association (PTMAA) are to be met to their specifications and standards. Copy of the approval from PTMAA must be submitted to Mackenzie County prior to operation. Failure to do so will render this permit Null and Void.**
- 3. An Environmental Containment Plan shall be completed and a copy submitted to Mackenzie County prior to any construction. Failure to do so will render this permit Null and Void.**
- 4. The landowner/developer shall provide a remediation certificate from the province of Alberta to Mackenzie County within three (3) years of vacating the site.**
- 5. Permit expires November 6, 2021, should the Enviro-Tank (Temporary) need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.**

6. Minimum enviro-tank setbacks are:
 - a. 12.2 meters (40 feet) front yard;
 - b. 9.1 meters (30 feet) from the West side;
 - c. 3.1 meters (10 feet) rear yard
7. **This permit approval is subject to access to the property being constructed to County standards.** PRIOR to installation of new access or changing location of existing access, complete a Request for Access form by contacting Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
8. The municipality has assigned the following address to the noted property: 4717 River Road. You are required to display the house address (4717) so as 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.
9. 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 right-of-way.
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. 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

- b) **210-DP-19 Marilyn J Wiebe
Home Based Business Minor (Book Sales/Publishing)
In "H-R1"
Plan 792 1881, Block 15, Lot 9 (La Crete)**

MPC 19-10-146 **MOVED** by David Driedger

That Development Permit 210-DP-19 on Plan 792 1881, Block 15, Lot 09 in the name of Marilyn J Wiebe 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. **This development permit expires November 6, 2021. Should the Home Based Business, Minor still be in operation, a development permit time extension will be required.**
3. **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.**
4. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
5. The Home Based Business shall not involve client and customer visits outside of the hours of **8:00 a.m. – 6:00 p.m.**
6. The Municipality has assigned the following address to the noted property (**10205 – 100th Avenue**). You are required to display the address (**10205**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. 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.
8. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
9. The sign shall not be placed within the Road Right of Way.
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. 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.
12. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
13. Wiring and conduits of any signs must be concealed from view.
14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
15. 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) **32-SUB-19 Vanguard Realty Ltd.
8.25 Acre Subdivision (39 Lot)
Part of Plan 982 0009, Block 24, Lot 1 (La Crete)**

MPC 19-10-147 **MOVED** by Beth Kappelar

That Subdivision Application 32-SUB-19 in the name of Vanguard Realty Ltd. on Part of Plan 982 0009, Block 24, Lot 1 be TABLED until the surface water study for the area is completed.

CARRIED

- b) **44-SUB-19 Jim Unrau
10 Acre Subdivision
NW 8-105-15-W5M (Buffalo Head Prairie)**

MPC 19-10-148 **MOVED** by Beth Kappelar

That Subdivision Application 44-SUB-19 in the name of Kevin Giesbrecht on NW 8-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05

hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of 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. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
 - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
 - h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- c) **45-SUB-19 Frank Wiebe
10 Acre Subdivision**

SW 3-107-14-W5M (Blumenort)

MPC-19-10-149 **MOVED** by David Driedger

That Subdivision Application 45-SUB-19 in the name of Jim Wiebe on SW 03-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of 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. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$8,128.00 per acre. Municipal reserve is charged at 10%, which is \$812.80 per subdivided acre. **10 acres times \$ 812.80 equals \$8,128.00.**
 - g) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**

- h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- d) **46-SUB-19 Wayne Wolfe
14.99 Acre Boundary Adjustment
SE 13-105-16-W5M (West La Crete)**

MPC-19-10-150 MOVED by John W Driedger

That Subdivision Application 46-SUB-19 in the name of Wayne Wolfe on SE 13-105-16-W5M be APPROVED with the following conditions:

1. This approval is for a **BOUNDARY ADJUSTMENT**, 14.99 acres (6.07 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed boundary adjustment, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the boundary adjustment 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. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to have a boundary adjustment prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 1xxx-19 Land Use Bylaw Amendment
Add Hamlet Residential 2A "H-R2A" to Section 9**

MPC 19-10-151 **MOVED** by Beth Kappelar

That the Municipal Planning Commission recommend to Council to approve Bylaw 1xxx-19 being a Land Use Bylaw Amendment to add Hamlet Residential 2A to Section 9, subject to public hearing input.

CARRIED

8. IN CAMERA

- a) None.

9. MEETING DATES

- ❖ Thursday, November 21st, 2019 @10 a.m. in La Crete
- ❖ Thursday, December 12th, 2019 @ 10 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 19-10-152 MOVED by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:06 a.m.

CARRIED

These minutes were adopted this 21st day of November, 2019.

Beth Kappelar, Vice Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, November 21, 2019 @ 10:00 a.m.

PRESENT: Beth Kappelar Vice Chair, MPC Member
John W Driedger MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member

REGRETS: Erick Carter Chair, MPC Member

ADMINISTRATION: Byron Peters Director of Planning & Development
Kristin Racine Planner
Lynda Washkevich Development Officer
Nicole Friesen Administrative Assistant
Laura Braun Administrative Assistant/ Recording Secretary

MEMBERS OF THE PUBLIC: Rodney Smith

MOTION 1. CALL TO ORDER

Beth Kappelar called the meeting to order at 10:12 a.m.

2. ADOPTION OF AGENDA

MPC 19-11-153 MOVED by David Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 19-11-154 MOVED by John W Driedger

That the minutes of the October 31st, 2019 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

- i. Confirmed that the process administration followed for 195-DP-19 was done correctly.

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) **247-DP-17 Kelly Krahn
Home Based Business Minor (Fire Arms Repair/Sales)
(Existing) (Time Extension) in "H-R1B"
Plan 032 3177, Block 04, Lot J (La Crete)**

MPC 19-11-155 **MOVED** by David Driedger

That a time extension for 247-DP-17 on Plan 032 3177, Block 04, Lot J in the name of Kelly Krahn be granted to expire on November 27, 2021.

CARRIED

- b) **222-DP-19 Rudy & Doreen Neufeld
Tourist Home (Existing) in "H-R1B"
Plan 1022 6365, Block 38, Lot 07 (La Crete)**

MPC 19-11-156 **MOVED** by Jacquie Bateman

That Development Permit 222-DP-119 on Plan 102 6365, Block 38, Lot 07 in the name of Rudy & Doreen Neufeld 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 Tourist Home has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **This permit approval is for the operation of a Tourist Home out of an existing building (Dwelling-Single Family).**
3. **At all times, the privacy of the adjacent dwellings shall be preserved and the Tourist Home shall not unduly offend the surrounding residents by way of excessive lighting, noise,**

traffic, congestion, late visitations by clients.

4. **The Tourist Home shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
5. **The maximum number of bedrooms in a dwelling unit used for a Tourist Home shall be four (4), with a maximum of two (2) guests per bedroom.**
6. The Municipality has assigned the following address to the noted property (**10702 – 97A Avenue**). You are required to display the address (**10702**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters (400 square feet) of building area which in this case is 5 parking stalls. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
8. There shall be no vehicle over 1 tonne rating with exception to RECREATIONAL VEHICLES parked by a Tourist Home for longer than is reasonably required to load or unload such vehicle.
9. No display of any on-site advertising related to the Tourist Home is permitted.
10. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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) **51-SUB-19 Rodney Smith
24.31 Acre Subdivision
NW 5-108-12-W5M (Fort Vermilion)**

MPC 19-11-157 MOVED by John W Driedger

That Subdivision Application 51-SUB-19 in the name of Rodney Smith on NW 5-108-12-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 24.31 acres (9.84 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of 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.
 - i. The existing pumpout sewer discharge line shall be relocated, as shown on the Tentative Plan drafted by Borderline Surveys JOB # 190146 to meet the current Alberta Private Sewage Systems Standards of Practice 2015, or the installation of a new sewer system that meets the setback regulation will be accepted. Proof of either the relocation of the existing line is required or an Approved Sewer permit for a new system. **This shall be completed prior to registration of the subdivision at Alberta Land Titles.**
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

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

CARRIED

7. MISCELLANEOUS ITEMS

- a) None.

8. IN CAMERA

- a) None.

9. MEETING DATES

- ❖ Thursday, December 12th, 2019 @ 10 a.m. in Fort Vermilion
- ❖ Thursday, January 9th, 2020 @ 10 a.m. in La Crete
- ❖ Thursday, January 30th, 2020 @ 10 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 19-11-158 MOVED by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:36 a.m.

CARRIED

These minutes were adopted this 12th day of December, 2019.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 10, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Action List
- Correspondence – Alberta Environment and Parks (Fort Vermilion Flood Hazard Study Update)
- Correspondence – Agriculture and Forestry (University of Alberta and Alberta Canola Producers Commission Clubroot Pathotyping Cap Application)
- Correspondence – Dene Tha First Nation (Response to Flood Control Channel)
- Correspondence – Town of High Level (2020 Capital Projects Request)
- Correspondence – Alberta Justice and Solicitor General (Peace Officer Program)
- Correspondence – Town of High Level (Child Advocacy Center)
- Correspondence – Alberta Municipal Affairs (Small Communities Fund)
- Correspondence – Organic Alberta (Mackenzie Organic Success Program)
- Correspondence – RMA Update on Police Costing Model
- Correspondence – Alberta Municipal Affairs (Changes to the ICF and IDP Requirements)
- La Crete Recreation Society Regular Meeting Minutes
- RMA Bulletin – Government of Alberta Proposes Changes to ICF and (IDP) Requirements, and Q&A Reference
- RMA Bulletin – Bill 22 and the Implications for Municipalities
- News Release – Natural Gas Industry Engagement: Associate Minister Nally
- News Release – Historic Investment in Rural Policing
- Northwest Alberta Regional Emergency Advisory Committee Meeting Minutes

Author: J. Emmerson **Reviewed by:** CG **CAO:** _____

- Tri-Council Meeting Minutes
- Northern Transportation Advocacy Bureau Agenda - December 13, 2019 Meeting
-
-

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

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: J. Emmerson Reviewed by: CG CAO: _____

Mackenzie County Action List as of November 27, 2019

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Len	Expression of Interest Submitted
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been filed.
August 9, 2016 Regular Council Meeting			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners. Re-survey completed.
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron	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. Right of Way – cleared. Survey underway.
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.	Doug	Funding transfer complete. MSI Funding as per Motion 18-06-483 Disposal expected in Spring 2020
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)
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	
October 9, 2018 Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	In progress

Motion	Action Required	Action By	Status
November 13, 2018 Regular Council Meeting			
18-11-883	That the stray livestock discussion be referred to the Agricultural Service Board for review and recommendation to Council.	Grant	Completed.
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	Moratorium expires November 2021
February 27, 2019 Regular Council Meeting			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	In progress
March 12, 2019 Regular Council Meeting			
19-03-169	That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.	Byron	2019-11-04 Open House
19-03-171	That the draft smoke management bylaw be redrafted with the following: <ul style="list-style-type: none"> No burning within the white zone (agricultural land) without a permit. No burning between November 1st and February 28th. No burning within the green zone within 10 miles of a major roadway without a permit. 	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.
March 27, 2019 Regular Council Meeting			
19-03-203	That Mackenzie County attempt to become part of the new monitoring committee for Wood Buffalo National Park.	Byron	Letter drafted.
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 (½ time School Resource Officer and ½ time La Crete Community Policing).	Len Carol Doug	FVSD has deferred decision on funding contribution until Spring 2020
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 drafted. Waiting for FVSD's response to confirm funding.
19-03-214	That Municipal Affairs be invited to meet with Council to discuss ongoing concerns within the County.	Len Carol	Minister has committed to visiting the region. Waiting on date confirmation.

Motion	Action Required	Action By	Status
April 8, 2019 Regular Council Meeting			
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 Alberta Transportation 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	2019-11-27
19-04-247	That the County secure a 40 meter right of way on 100 th Street in La Crete for future main street widening and that administration move forward to close 100A Street.	Byron	
June 12, 2019 Regular Council Meeting			
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.
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
August 13, 2019 Regular Council Meeting			
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

Motion	Action Required	Action By	Status
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.
19-08-442	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.
August 28, 2019 Regular Council Meeting			
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
September 10, 2019 Regular Council Meeting			
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	Ongoing
19-09-492	That administration bring back planning policies and the Fee Schedule Bylaw relating to subdivision completion and deficiencies.	Byron	In progress
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	RFD 2019-11-27 FVSD not interested at this time.

Motion	Action Required	Action By	Status
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	In progress
October 8, 2019 Regular Council Meeting			
19-10-545	That the La Crete Area Structure Plan be brought back to the next meeting for review.	Byron	
19-10-548	That the Proposed Fire Salvage Plan and Community Management Zone from Tolko, Norbord, and La Crete Sawmills be received for information and that a letter be sent to Alberta Agriculture & Forestry regarding stumpage fees for forest fire salvage.	Len	
19-10-559	That administration enter into an agreement with the owners of Tax Roll 155377 as discussed.	Jennifer	Ongoing
October 23, 2019 Regular Council Meeting			
19-10-635	That a letter be sent to the Alberta Ministers of Environment & Parks and Agriculture & Forestry and the Solicitor General requesting a full status update and involvement in future discussions regarding the state of diseased bison in Alberta, specifically regarding the proposed change to reclassify diseased bison from objects to protected species.	Byron	In progress
19-10-636	That administration submit the existing signed right-of-way agreement on SE 8-106-15-W5M to Alberta Registries for registration on the property.	Byron	In progress
November 5, 2019 Regular Council Meeting			
19-11-667	That the Waste Transfer Station Service Agreement with L & P Disposals Inc. be extended for a one year term ending December 31, 2020, subject to an increase to cover the cost of landfill tipping fees.	Doug	Completed.
19-11-671	That the three County owned quarter sections immediately east of the Norbord plant south of High Level be offered for farmland lease in exchange for clearing.	Byron	
19-11-672	That residents be issued a letter when found creating a highway safety hazard due to fires.	Len	In progress
19-11-673	That Mackenzie County continue to lobby the Provincial Government to extend the fire season year-round for the High Level Forest Area.	Len	Ongoing
19-11-675	That a letter of support be provided for PACE (Providing Assistance, Counseling, & Education) and the High Level Community Policing Society to obtain office space for the Child Advocacy Centre at the High Level Provincial Building.	Carol	Completed

Motion	Action Required	Action By	Status
19-11-676	That Mackenzie County representatives appointed to a provincial task force must provide regular written reports to council, shall immediately forward all task force material and information to council and CAO, and shall receive specific, prior approval from council to represent views or negotiate on behalf of the County.	All	
19-11-682	That administration follow-up with the Minister and Deputy Minister of Environment & Parks and our local MLA regarding the water diversion licenses as discussed.	Fred	
19-11-683	That a letter be sent to the Town of Rainbow Lake accepting their proposal for the Revenue Sharing Agreement and that administration prepare the amending agreements as discussed.	Len	In progress
19-11-685	That administration work with Paramount Resources Ltd. and lobby the government to leave the road infrastructure intact.	Len	In progress
November 26, 2019 Budget Council Meeting			
19-11-690	That the agreement with the La Crete Ferry Campground be amended to add insurance coverage.	Doug	
19-11-692	That the VSI Services contract extension be tabled to the next meeting.	Jennifer	
19-11-696	That the 2019 budget be amended to include \$8,000 for the immediate purchase of the VRA Gas Filler for the La Crete Recreation Society with funding coming from the Recreation Reserve.	Jennifer	
19-11-698	That the 2020 Operating Budget Draft and the Mackenzie Wellness Centre Project be tabled to the next meeting.	Jennifer	
November 27, 2019			
19-11-704	That the Stray Animals Act summary be received for information and that administration investigate obtaining Inspector status.	Grant	
19-11-705	That the 2019 Campground Caretaker bonuses be approved as follows: <ul style="list-style-type: none"> • Wadlin Lake - \$6,022.00 • Hutch Lake - \$5,345.00 • Machesis Lake - \$118.75 	Doug	Completed.
19-11-712	That the 2019 Budget be amended by returning \$695,470 back into the General Operating Reserve for the cancellation of the following projects by the Town of High Level. <ol style="list-style-type: none"> 1. Arena Boards \$50,000 	Jennifer	

Motion	Action Required	Action By	Status
	2. Washroom and Change Room Upgrade \$15,000 3. Sports Complex Expansion \$630,470		
19-11-713	That the Construction and Maintenance of Tompkins Crossing Ice Bridge agreement with George and Abe Driedger be extended for a one year period, expiring in April 2020.	Dave	
19-11-714	That first reading be given to Bylaw 1160-19 being a Land Use Bylaw Amendment to add Hamlet Residential 2A to Section 9, subject to public hearing input.	Byron	
19-11-716	That the proposal for the Agricultural Land Lease (Hay Land Rental at the Buffalo Head Truck Fill Station) be awarded to the highest bidder.	Grant	
19-11-717	That administration continue with the review of Policy DEV001 Urban Development Standards.	Byron	
19-11-720	That Mackenzie County provide a letter of support to Organic Alberta for their CARES program application.	Byron	
19-11-725	That the following items be added to the December 4, 2019 Tri-Council meeting for discussion: <ul style="list-style-type: none"> • Lobby Government Effectively Follow-up • Proposed Farm Land Expansion • Lionstooth Energy Project (Delegation) • High Level Post Office Hours 	Carol	Completed.
19-11-731	That a letter be sent to the Minister of Environment & Parks regarding commercial fishing at Bistcho Lake and recreational fishing at Thurston Lake.	Len	
19-11-736	That the response to Service Alberta regarding broadband internet include the projects in our region and the Zama Fibre Project partnership with Arrow Technologies.	Byron	
19-11-740	That administration be directed to develop an agreement with the Town of High Level for fire services for vehicle extrication and highway response along Highway 35 north and the Zama Road.	Doug	Town of High Level Council to discuss at their December 9 th meeting.

From: [Julia Frohlich](#)
To: [Len Racher](#)
Cc: [Jim Choles](#)
Subject: Fort Vermilion Flood Hazard Study Update
Date: November 15, 2019 8:39:04 AM
Attachments: [FortVermilionFloodHazardStudy.pdf](#)

Good morning Len,

My name is Julia Frohlich and I'm a community engagement lead with Alberta Environment and Parks. We'd like to provide you with an update on the status of the Fort Vermilion Flood Hazard Study.

The attached notice provides an update on the different components of work of the study, and is also available online at [River Hazard Studies](#). Feel free to share the notice (or a link) with your community through your own website or social media pages. We recognize the tremendous interest in any new flood mapping, and our goal is to provide useful tools to communities and the public as soon as possible.

For more information, and for updates on the status of all our ongoing studies, please visit www.floodhazard.alberta.ca and click on the [River Hazard Studies](#) link.

Please let me know if you have any questions. I'm the sole contact for questions from the public, but you can also contact Jim Choles (the study's project manager, copied on this email) with technical questions.

Kind regards,

Julia

Julia Frohlich

Community Engagement Lead
Community Engagement – Strategy Division
Environment and Parks
3115 12 Street NE, Calgary
Calgary, AB T2E 7J2
Tel: (403) 355-2494
Cell: (403) 512-4450



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Fort Vermilion Flood Hazard Study

The Fort Vermilion Flood Hazard Study will assess and identify flood hazards along 28 km of the Peace River through Mackenzie County, including Fort Vermilion and the North Vermilion settlement.

Steady progress has been made since the study started in spring 2019. Survey and base data collection is complete, and the hydrology assessment and hydraulic modelling work are in late stages. The focus of our consultant over the next months will shift to flood mapping, risk assessment, and channel stability investigation. Technical work is expected to be complete by spring 2020.

We recognize there will be tremendous interest in any new flood mapping. Our study finalization process includes municipal review and public engagement for major components, as appropriate. Our goal is to provide useful tools to communities and the public as soon as possible.

The flood hazard study will be completed under the provincial Flood Hazard Identification Program, the goals of which include enhancement of public safety and reduction of future flood damages through the identification of river and flood hazards. The provincial study is being co-funded through the federal National Disaster Mitigation Program.

More information about the Alberta Flood Hazard Identification Program can be found at:

- www.floodhazard.alberta.ca

If you have any questions regarding this work, the project engagement specialist, Julia Frohlich, can be contacted at:

- Email: julia.frohlich@gov.ab.ca
- Telephone: 403 355-2494

Project Background and Study Progress

The Fort Vermilion Flood Hazard Study will assess and identify flood hazards along 28 km of the Peace River through Mackenzie County, including Fort Vermilion and the North Vermilion settlement.

The main study components outlined below include new hydraulic modelling and flood mapping, but all deliverables support local emergency response and land-use planning needs.

- **Survey & Base Data Collection – Complete**
Hydraulic models and flood maps require high-accuracy base data. Field surveys and LiDAR remote sensing are used to collect river and floodplain elevations, channel cross section data, bridge and culvert information, and dedicated flood control structure details.
- **Hydrology Assessment – Late Stages**
The hydrology assessment estimates flows for a wide range of possible floods along the Peace River, including the 2, 5, 10, 20, 35, 50, 75, 100, 200, 350, 500, 750 and 1000-year floods.
- **Hydraulic River Modelling – Late Stages**
A new hydraulic computer model of the river system will be created using new survey data and modern tools. The model will be calibrated using surveyed highwater marks from past floods to ensure that results for different floods are reasonable.
- **Flood Inundation Mapping – Early Stages**
Flood maps for thirteen different sized floods, based on the hydraulic model results and the hydrology assessment, will be produced. Flood inundation maps can be used for emergency response planning and to inform local infrastructure design. These maps identify areas of direct flooding and areas that could be flooded if local berms fail.
- **Ice Jam Assessment – Early Stages**
Ice conditions are known to have caused significant historical flooding in Fort Vermilion. This assessment will include an analysis of the ice jam flood history in the area and flood inundation maps for the 50, 100, and 200-year ice jam floods.
- **Flood Hazard Mapping – Early Stages**
Flood hazard mapping divides the 100-year floodplain into floodway and flood fringe zones, which show where flooding is deepest and most destructive. The flood hazard mapping will reflect the worst-case flood hazard of the open water and ice jam scenarios. These maps can be used to help guide long-term development planning.



Mackenzie County

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

November 18, 2019

The Honourable Devin Dreeshen
Minister of Agriculture and Forestry
229 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB
Canada T5K 2B6

Dear Minister:

**RE: UNIVERSITY OF ALBERTA AND ALBERTA CANOLA PRODUCERS
COMMISSION CLUBROOT PATHOTYPING CAP APPLICATION**

Mackenzie County would like to state its strong support for the Clubroot Pathotype Surveillance and Research CAP application and the work Dr. Stephen Strelkov is doing to pathotype clubroot infestations across the province. There is no other person, group or commission doing this research work, and very few would be qualified to implement the work. It is critical for canola producers in Alberta to understand the changing dynamic of clubroot pathotypes in different areas of the Province in order to purchase seed with the appropriate resistance, and to understand that the resistant varieties available do not protect against all pathotypes so other management tools such as crop rotation need to be implemented.

With the emergence of several new, very virulent pathotypes of clubroot, the very existence of canola as a crop could be put into jeopardy. Canola adds over \$7 billion dollars annually to Alberta's economy, losing the ability to produce canola would have massive negative impacts on the province. These pathotypes, some resistant to existing canola genetics, have potential to spread throughout the province and left unchecked could significantly reduce canola yields and eliminate the already slim profits of our agricultural producers. The unbiased pathotyping work, done by Dr Strelkov and his staff ensures awareness of novel pathotype threats in various areas of the province.

November 18, 2019

Many municipalities have relied on the work of Dr. Strelkov and his groundbreaking pathotyping research to be able to help their ratepayers understand the risk to their canola crops from the various pathotypes of clubroot. Our municipalities and the province in general would be much, much poorer if Dr. Strelkov and his workers are not able to complete his important and valuable work. We appreciate the commitment by the Province for on-farm agricultural research, but it needs to be understood that some research can only be done by entities with the tools, expertise and personnel such as Universities and Laboratories.

Mackenzie County respectfully requests that the Province commit to consistent and sustainable funding for the Pathotype and Clubroot Research conducted by the University of Alberta.

Thank you for your consideration. If you have any questions please feel to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Sincerely,



Josh Knelsen
Reeve
Mackenzie County

- c. Dan Williams, MLA – Peace River
Mackenzie County Council
Mackenzie County Agricultural Service Board

**Dene Tha First Nation
PO Box 120
Chateh, Alberta
T0H 0S0**



**Telephone:
(780) 321-3774
(780) 321-3775
(780) 321-3842**

**Fax:
(780) 321-3886**

November 19, 2019

VIA EMAIL - josh@mackenziecounty.com

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

Attention: Josh Knelsen, Reeve

Dear Sirs/Mesdames:

Re: Flood Control Channel

I am writing to respond to your October 30, 2019 letter in order to convey Dene Tha' First Nation's (DTFN) serious concerns about the proposed overflow channel that would flow onto DTFN's reserve lands 207 and disperse run-off water. DTFN Council has denied your request to use our reserve lands for an overflow channel as you described in your letter of October 30, 2019.

There's no comfort in the County's unilateral conclusion that the proposed overflow channel would have no impacts to our reserve lands. For one, it appears that this conclusion is completely unsupported by any evidence. Secondly, the issue is not whether there are residents living in the area. These are our reserve lands and we maintain a strong cultural connection to all of our lands. We rely on our lands and resources for the harvesting of medicines, fish, waterfowl and wildlife. Our community will be adversely affected by your proposed overflow channel because of the risk of agricultural and other contaminants flowing onto our lands. If that were to occur, our harvesters would not be comfortable in harvesting in the area, due to concerns about potential health impacts and could have long-term impacts to our people.

Mackenzie County's feeling that the additional water would help replenish the wetlands and help preserve traditional wetlands that are important to Indigenous culture is an unsubstantiated opinion on the part of the County - it is basically no more than guesswork. No prudent landowner would allow this sort of activity to take place on their lands without robust environmental investigations and it would be presumptuous to assume that we would see this project as a benefit to our wetlands without discussing this matter with us.

The County has no legal right, nor the jurisdiction to create an overflow channel on our reserve lands and shall not proceed with this project without our consent under the *Indian Act*. Consider this letter as a notice that we would take the construction of the overflow channel very seriously. This would include looking at our legal options to seek redress from the County should the County proceed over our objections and lack of consent.

We look forward to your immediate response to this letter.

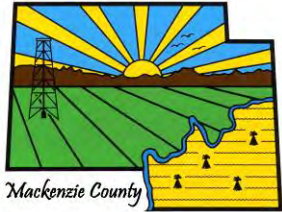
Sincerely,

PER; DENE THA' FIRST NATION



Chief James Ahnassay, CET

cc: Jamie Brown, Reg'l Director General, ISC Alberta Region (Jamie.brown@canada.ca)
Dene Tha' First Nation Council
Fred Didzena (fred.didzena@denetha.ca)
Matt Munson (mmunson.assert.acs@gmail.com)
Mandell Pinder LLP, Attn. Rosanne Kyle (rosanne@mandellpinder.com)



Mackenzie County

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November 20, 2019

Mr. Clark McAskile
 Chief Administrative Officer
 Town of High Level
 10511-103rd Street
 High Level, AB
 T0H 1Z0

Dear Mr. McAskile:

RE: TOWN OF HIGH LEVEL 2020 CAPITAL PROJECTS REQUEST

Mackenzie County Council reviewed your letter dated October 15, 2019 identifying the Towns 2020 capital projects request under the Regional Service Sharing Agreement.

Council reviewed your request at their October 30, 2019 budget meeting and subsequently approved the following projects:

Category	Project	Budget	Capital Contribution
Airport	Plow Truck/Sander	\$ 325,000	\$ 23,100
Airport	Airport Truck	50,000	15,000
Fire Services	Engine 2 Replacement	480,000	240,000
Fire Services	Washer/Extractor Replacement	20,000	10,000
Recreation	Multiuse Facilities - Design and Concept	650,000	130,000
Recreation	Community Park Upgrade - Design and Site Preparation	60,000	12,000
Recreation - Pool	Aquatic Hot Tub Boiler Replacement	15,000	3,000
		\$ 1,600,000	\$ 433,100

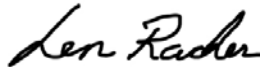
Town of High Level
Page 2
November 20, 2019

As noted in your request, Fire Services Engine 2 Replacement project, Mackenzie County has given the Town of High Level permission to use 50% of the proceeds of the replaced vehicle – sold for \$62,900 - to assist in funding this project leaving a balance approved of \$177,100.

As the Museum does not fall under the definition of a Town Recreation Facility within the agreement, Council did not approve this project for funding. The fire training area funding request was also denied at this time.

If you have any questions please feel free to contact me at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Yours Sincerely,



Len Racher
Chief Administrative Officer
Mackenzie County

c: Mackenzie County Council

November 26, 2019

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



Dear Mr. Racher:

In September 2018, the Peace Officer Program (Program) announced changes to the training requirements for Community Peace Officer (CPO) Level 2 appointments following the outcome of a Public Fatality Inquiry into the on-duty death of a CPO. Due to unforeseen challenges, there have been delays in launching the training element necessary to upgrade CPO2s to the same training standards of CPO1s.

I am pleased to advise that the training element has been finalized and will launch starting at the end of January 2020. The new model will be more flexible, reduce the period of time that your CPOs are away from their duties and allow for budgeting options.

There are six components (five courses) required to complete this training and the Justice and Solicitor General Training Academy is currently finalizing accreditation for these courses. Authorized employers will coordinate training for their CPOs directly with the accredited training providers and as this training will be portable, you may wish to coordinate with your neighbouring agencies to bringing the accredited training provider to your area for convenient access.

The required training will be provided as follows:

- Control tactics and verbal de-escalation: offered as in-class training;
- Traffic stops: offered as in-class training;
- Notebooks skills: offered as an online course;
- Report writing: offered as an online course; and
- Legal studies: offered as in-class training. This unit will be the last to launch in June 2020

In order to qualify for a CPO1 appointment, CPO2s must have at least six (6) months in the field and complete transition training. Once a CPO commences training, all components must be completed within 12 months. Exceptions may be allowed on a case-by-case basis and all requests for exemptions will be submitted in writing to the Program. An example of an

allowable exception could be maternity/paternity leave, injury/illness and a change in authorized employer midway through training.

Please remember that all CPO2s will also be required to complete a physical assessment test prior to a request for amendment to their appointment (note these results are only valid for six (6) months from the date of issue).

The names of the training providers and contact information will be posted in a Program Bulletin at www.peaceofficerprogram.alberta.ca later this year to assist you in making the necessary arrangements. Periodic updates will be posted as new training providers are approved.

As a result of this delay, we have reviewed the original implementation timelines. Although it is anticipated that most agencies will be able to complete this training by the original deadline of April 2022, the Program, will consider written requests for extension of up to eight months for those agencies that require additional time.

Upon completion of all required training, authorized employers will be required to submit a Request for Amendment Form to the Program with proof of training and physical assessment results attached. The amendment requests may be submitted by email to peaceofficerinfo@gov.ab.ca.

If you have any questions or to request an extension, please contact Tammy Spink, Manager, Peace Officer Program at 780-427-6896 or email tammy.spink@gov.ab.ca.

As the Director of Law Enforcement, I am aware that these changes will impact a large number of authorized employers and I wish to thank you for your patience as we addressed this process and for your ongoing support of the Peace Officer Program.

Sincerely,



W. M. (Bill) Sweeney, OOM
Senior Assistant Deputy Minister
Director of Law Enforcement

cc: Douglas Munn,
Director, Community Services



Mackenzie County

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office@mackenziecounty.com

November 29, 2019

S/Sgt Brad Giles
District Advisory NCO-5
RCMP
P.O. Box 30
10203 100 Ave
High Level, AB T0H 1Z0

Dear S/Sgt Giles:

RE: CHILD ADVOCACY CENTER FOR HIGH LEVEL REGION

On behalf of Mackenzie County Council, please accept this letter in support of the High Level Community Policing Society in partnership with PACE to bring a Child Advocacy Centre to High Level; in order to better support our local communities. We support the Child Advocacy Centre being located within the Provincial Building in High Level in order to ensure easy access and sufficient space for the Centre to be a success. As this is a limited grant funded Centre, funded through the Provincial Government, we are hoping that the Province would be able to provide some space at a discounted rate to ensure the success of the program.

Thank you for your continued support in our community. If you have any questions please feel free to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Yours Sincerely,

Josh Knelsen
Reeve
Mackenzie County

cc: Mayor – Town of High Level
Mackenzie County Council



ALBERTA
MUNICIPAL AFFAIRS

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

AR98901

December 2, 2019

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

Dear Reeve Knelsen,

As part of our ongoing focus on working with the federal government to address Alberta's municipal infrastructure priorities, I am pleased to announce the final \$10 million funding installment under the Small Communities Fund (SCF). Including 2019 funding, the \$188 million joint federal and provincial funding commitment, set out in 2015, has now been fully met.

In 2019, the combined federal and provincial funding approved for the Rural Potable Water Infrastructure project is \$167,198. This amount, when added to \$3,360,868 in funding allocated to your project since 2015, represents the entire provincial and federal SCF funding contribution.

Please note that while 2019 marks the last year of SCF funding, the administration of the program will continue until all program requirements are met.

I look forward to the continued partnership with Alberta's municipalities and the Government of Canada.

Yours very truly,

Kaycee Madu
Minister

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County





Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
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office@mackenziecounty.com

December 3, 2019

Iris Vaisman
Grain Program Manager
Organic Alberta
Unit #1, 10329-61 Ave.
Edmonton, Alberta
T6H 1K9

Dear Iris Vaisman:

RE: MACKENZIE ORGANIC SUCCESS PROGRAM

The work being done on the current Mackenzie Organic Success Program has been increasingly valuable to our municipality and its ratepayers. With the loss of oil and gas activity in the Mackenzie County region, the Mackenzie Organic Success Program has shown value-added agriculture is an important alternative to diversify the economic development in the region.

Mackenzie County values the work that Organic Alberta is doing in our County, and supports the ongoing project. We will continue to support Organic Alberta with in-kind contributions, such as meeting space, advertising support and sponsorship of specific events.

We are eager to continue to work alongside Organic Alberta as this project moves forward. 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.

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen".

Josh Knelsen
Reeve

c. Mackenzie County Council

From: Wyatt Skovron
To: blair.painter@crownsnestpass.com; main.office@laclabicherecounty.com; rod.frank@strathcona.ca; mayor@rmwb.ca; councillor.rafa@mdacadia.ab.ca; larmfelt@athabascacounty.com; info@countybarrhead.ab.ca; jkallal@beaver.ab.ca; ward6@biglakescounty.ca; dene.cooper@mdbighorn.ca; gsawchuk@md.bonnyville.ab.ca; bguyon@brazeau.ab.ca; ctrautman@county.camrose.ab.ca; randy.bullock@cardstoncounty.com; mironcroy@gmail.com; thoven@clearwatercounty.ca; dkroetch@flagstaff.ab.ca; larry.spilak@FoothillsCountyAB.ca; steven.wikkerink@fortymile.ab.ca; lbeaupre@countygyp.ab.ca; Dale.Smith@mdgreenvew.ab.ca; jblakeman@lsac.ca; plaw@lacombecounty.com; david.d@lamontcounty.ca; murray.kerik@mdlsr.ca; lhickey@lethcounty.ca; info@minburncounty.ab.ca; bbeattie@mvcounty.com; douglassm@newellmail.ca; ckolebaba@northernsunrise.net; Rod.Shaigec@parklandcounty.com; rwilling@mdpeace.com; CouncilDiv4@mdpincercreek.ab.ca; paulmclauchlin@ponokacounty.com; mdprovost@mdprovost.ca; ronncranch@gmail.com; mayor@rdcounty.ca; gboehlke@rockyview.ca; ahubert@saddlehills.ab.ca; clukinuk@smokylakecounty.ab.ca; rbrochu@mdsmokyriver.com; supham@county.stpaul.ab.ca; mharris@mdtaber.ab.ca; Kevin.Grumetza@thorhildcounty.com; dgulayec@thcounty.ab.ca; jason.schneider@vulcan.ca; bbarss@mdwainwright.ca; rtaylor@warnercounty.ca; tvandekraats@county.wetaskiwin.ab.ca; amber.link@wheatlandcounty.ca; john.burrows@woodlands.ab.ca; scherniavsky@yellowheadcounty.ab.ca; patrick.thomas@crownsnestpass.com; dan.small@laclabicherecounty.com; CAO; kevin.glebe@strathcona.ca; annette.antoniak@rmwb.ca; j.wallsmith@mdacadia.ab.ca; cao@athabascacounty.com; doyarzun@countybarrhead.ab.ca; bbeck@beaver.ab.ca; jpanasiuk@biglakescounty.ca; robert.ellis@mdbighorn.ca; cao@birchhillscounty.com; lmercier@md.bonnyville.ab.ca; jwhaley@brazeau.ab.ca; pking@county.camrose.ab.ca; murray@cardstoncounty.com; allan@clearhillscounty.ab.ca; remmons@clearwatercounty.ca; Tarolyn.Aaserud@cypress.ab.ca; sandra.fox@mdfairview.ab.ca; sarmstrong@flagstaff.ab.ca; HarryRiva.Cambrin@FoothillsCountyAB.ca; keith.bodin@fortymile.ab.ca; jwhittleton@countygyp.ab.ca; Denise.Thompson@mdgreenvew.ab.ca; cao@kneehillcounty.com; mprimeau@lsac.ca; ttimmons@lacombecounty.com; stephen.h@lamontcounty.ca; duanec@leduc-county.com; allan.winarski@mdlsr.ca; amitchell@lethcounty.ca; Bwilliams@minburncounty.ab.ca; jholmes@mvcounty.com; stephensonk@newellmail.ca; cao@countyofnorthernlights.com; cmillar@northernsunrise.net; cao@mdopportunity.ab.ca; msimpson@countypaintearth.ca; Mike.Heck@parklandcounty.com; bjohnson@mdpeace.com; CAO@mdpincercreek.ab.ca; charliecutforth@ponokacounty.com; tlawrason@mdprovost.ca; cao@ranchland66.com; cao@rdcounty.ca; ahoggan@rockyview.ca; cmerritt@saddlehills.ab.ca; collikka@smokylakecounty.ab.ca; rtherriault@mdsmokyriver.com; ddibbelt@mdspiritrivier.ab.ca; skitz@county.stpaul.ab.ca; Shirley@starlandcounty.com; ycassidy@stettlercounty.ca; rmccullough@sturgeoncounty.ca; cao@mdtaber.ab.ca; cao@thorhildcounty.com; sdary@thcounty.ab.ca; hnorthcott@county24.com; cao@vulcancounty.ab.ca; admin@mdwainwright.ca; shathaway@warnercounty.ca; cao@westlockcounty.com; rhawken@county.wetaskiwin.ab.ca; Brian.Henderson@wheatlandcounty.ca; Derrick@mdwillowcreek.com; gordon.frank@woodlands.ab.ca; jramme@yellowheadcounty.ab.ca; Josh.Knelsen; gerald.m@birchhillscounty.com; Dan.Hamilton@cypress.ab.ca; peggyward4@mdfairview.ab.ca; jerry.wittstock@kneehillcounty.com; tanni@leduc-county.com; ungariant@countyofnorthernlights.com; marcel.auger@mdopportunity.ab.ca; sschulmeister@countypaintearth.ca; tvanrootselaar@mdspiritrivier.ab.ca; swannstrom@starlandcounty.com; lclarke@stettlercounty.ca; ahnatiw@sturgeoncounty.ca; div2@county24.com; lhall@westlockcounty.com; maryanne.sandberg@mdwillowcreek.com; Jordon.christianson@specialareas.ab.ca; Darcy.Ferguson@specialareas.ab.ca
Cc: RMA Board Dist; Tasha Blumenthal
Subject: Update on police costing model
Date: December 4, 2019 2:43:35 PM
Attachments: image003.png
Importance: High

Hello RMA mayors, reeves, and CAOs,

Please read below for an email from RMA President Al Kemmere regarding today's GOA police costing announcement...

As you've likely heard, the province released final details today on a police costing model. We continue to have some serious concerns with the model as well as some unanswered questions, but there have also been some wins and positive developments compared to the original model we saw earlier in the fall. Before getting into the details of the model, I want to address some concerns I've heard from members regarding my quote in the GOA press release [here](#). This was **not** the quote that I submitted to the province to include. My full quote is here:

RMA appreciates the Government of Alberta's willingness to consult on this issue, and as a result of input from RMA and rural municipalities, implement a phased-in police costing model.

Rural crime has been an ongoing issue in Alberta in recent years, and rural municipalities recognize they need to share in the costs of the solutions to support safer communities.

Absorbing additional policing costs will be a significant challenge for rural municipalities given the current economic environment and RMA continues to be concerned about the use of equalized assessment in the calculations of amounts paid, however a reduction in the weighting of equalized assessment based on consultation is appreciated.

RMA is looking forward to participating on the Provincial Police Advisory Committee to inform how additional funding will be reinvested to improve service standards to the rural and remote municipalities and how municipalities can have increased local input into monitoring the service deliverables as compared to cost increases.

I am quite concerned that the province chose to selectively edit the quote and exclude our concerns about the model. It's important that all of you understand that I and the entire board are concerned with the costing model, which was reflected in the original quote but not the edited version used by the province.

With that said, here's a quick overview of the final model:

- Municipal allocations are based on a formula that uses 50% equalized assessment and 50% population
- Modifiers are included to reduce costs based on crime severity, distance from detachment, shadow population, and existing enhanced policing positions
- The overall amount collected will be 10% of the overall costs of frontline police officers under the PPSA. This will increase to 15% in 2021, 20% in 2022, and 30% in 2023. At this point, there is no indication the costs will increase above 30%.
- At this point, the new model will be implemented on April 1, 2020, and the annual increases will take place on April 1 each year (see below for more on this).
- A provincial police advisory board will be formed, which will include one RMA and one AUMA representative from each of the four RCMP districts in Alberta. We hope the board will be used to help facilitate more local input into policing, but no details as to the function or scope of the board are available yet.

Here are some outstanding questions and issues we continue to push back on with the province:

- Beginning this in 2020 will have major budgetary impacts for municipalities. We've told the province this and they are looking into whether the first invoices can be sent to municipalities in January 2021 so that 2020 budgets can stay the same. We will continue to push on this and inform members as we get more info.
- We are very concerned about the cumulative impacts of this cost when combined with unpaid taxes, the assessment review, and grant reductions. We've worked hard to educate the province that these issues can't be looked at in isolation, but it's an ongoing challenge. The province does not seem to understand that these changes are going to cause some municipalities to increase tax rates, reduce service levels, re-evaluate intermunicipal agreements, and potentially even struggle with viability.
- We continue to be very concerned with the large emphasis on equalized assessment, especially given the fact that it may change significantly soon due to the review that's ongoing.
- Although the police board is positive, we will continue to push for better mechanisms to support local municipal input into policing at the detachment level, as this is absent from this proposal.

Although we're still concerned with the model and the rationale behind it, we do see a few positives in the shift in the program compared to the original proposal:

- A reduction from 70% to 50% weighting of equalized assessment – although our position continues to be that this not a relevant indicator for policing
- A phased in approach starting at 10%, which was lower than the lowest scenario in the original GOA proposal
- A commitment from the government to 300 new RCMP and 200 civilian staff (although this is not yet confirmed in the official GOA press release), although it will be critical to understand how they will be deployed in rural areas
- A commitment to a police board with RMA and AUMA oversight, although we're still very concerned that there is no plan for how local input into local detachments will be enhanced.

Overall, this has been a challenge and we understand and have made the government aware that this decision will have big fiscal impacts for RMA members. Our hope is that this will be counter-acted by improved policing and a reduction in rural crime, but time will tell how effective it is. I will keep all of you in the loop as we learn more, especially related to what fiscal year the costs are introduced.

We are expecting detailed background from the Ministry very soon, including a spreadsheet breaking down costs for each municipality, and will share with you as soon as we are able.

Please reach out with any questions.

Thanks,

Al Kemmere

President



Office: 780.955.4076

Cell: 403.507.3345

RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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From: [Wyatt Skovron](mailto:Wyatt.Skovron)
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Cc: [RMA Board Dist](#); [Tasha Blumenthal](#)
Subject: RE: Update on police costing model
Date: December 5, 2019 1:09:42 PM
Attachments: [image002.png](#)
[image005.png](#)
[police costing background info.docx](#)
[Municipal Impacts of PFM.docx](#)
Importance: High

Hi everyone,

We wanted to provide a further update on this issue, building on President Kemmere's email below from yesterday.

I've attached a spreadsheet we received from the GOA outlining costs that each municipality will incur under the model over the next five years. I've also attached a rough background document that we obtained that provides more information on how the formula is calculated, how the modifiers are determined, etc.

At this point, we are continuing to wait for an answer from the GOA on whether invoicing for the first year can be pushed to January 2021 so as to not impact 2020 municipal budgeting. We are expecting an answer that late in the day today and will pass it on to all of you as soon as we receive it. In the meantime, the information attached to this email should provide some additional details on the model, but keep in mind that the invoicing information in the document may change.

Thanks,

Wyatt Skovron

Senior Policy Advisor



Office: 780.955.4096

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From: Wyatt Skovron

Sent: December 4, 2019 2:43 PM

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'larry.spilak@FoothillsCountyAB.ca' <larry.spilak@FoothillsCountyAB.ca>;
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'jblakeman@lsac.ca' <jblakeman@lsac.ca>; 'plaw@lacombecounty.com'
<plaw@lacombecounty.com>; 'david.d@lamontcounty.ca' <david.d@lamontcounty.ca>;
'murray.kerik@mdlsr.ca' <murray.kerik@mdlsr.ca>; 'lhickey@lethcounty.ca'
<lhickey@lethcounty.ca>; 'info@minburncounty.ab.ca' <info@minburncounty.ab.ca>;
'bbeattie@mvcounty.com' <bbeattie@mvcounty.com>; 'douglassm@newellmail.ca'
<douglassm@newellmail.ca>; 'ckolebaba@northernsunrise.net' <ckolebaba@northernsunrise.net>;
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'ronncranch@gmail.com' <ronncranch@gmail.com>; 'mayor@rdcounty.ca' <mayor@rdcounty.ca>;
'gboehlke@rockyview.ca' <gboehlke@rockyview.ca>; 'ahubert@saddlehills.ab.ca'
<ahubert@saddlehills.ab.ca>; 'clukinuk@smokylakecounty.ab.ca'
<clukinuk@smokylakecounty.ab.ca>; 'rbrochu@mdsmokyriver.com'

1. Create a provincial police advisory committee with four Rural Municipalities of Alberta (RMA) and four Alberta Urban Municipalities Association (AUMA) members representing their Royal Canadian Mounted Police (RCMP) districts, and a member of the Alberta Association of Police Governance (AAPG) (to ensure funds are being used effectively on front lines)

How much to collect

- Total cost of Provincial Police Service Agreement (PPSA) in 2018-19 = \$374.7M
 - This agreement is cost-shared between the Government of Canada (30%) and the Government of Alberta (70%).
 - About 62% of all positions in the PPSA are considered **frontline policing** and includes general duty, traffic, and general investigative section.
- Total cost of Frontline officers in 2018-19 = \$232.5M
 - Federal 30% cost share = \$69.7M
 - Provincial 70% cost share = \$162.8M
- Police Funding Model will take the total cost of frontline officers (\$232.5M) and redistribute a portion of those costs to municipalities who receive the services of the PPS.
- The provincial portion will use 2018-19 costs (\$162.8M) for five years, and will update the actual costs of the PPSA again every five years starting April 2025.
- Provincial invoices will be issued annually to municipalities in December for their cost share amount. Province will also monitor payments to ensure full collection from municipalities. Failure to pay will be considered a debt to the Crown.
- Model will phase-in over four years, with an increasing percentage of frontline costs to be collected. It will then remain steady at 30%. Percentage and value of frontline policing costs will be reviewed every five years through a regulatory review.

Effective date	Percentage of frontline policing costs to be distributed	Total share of frontline policing costs to be distributed
April 1, 2020	10%	\$23,250,000
April 1, 2021	15%	\$34,900,000
April 1, 2022	20%	\$46,500,000
April 1, 2023	30%	\$69,800,000
April 1, 2024	30%	\$69,800,000

Formula for distribution of costs

- Each municipality will have their costs calculated according to a formula comprised of a base amount adjusted by modifiers, where appropriate.

$$\text{Cost} = (\text{base}) - (\text{modifiers})$$

$$\text{Cost} = (\text{weighted equalized assessment} + \text{weighted population}) - (\text{shadow population subsidy} + \text{Crime Severity Index subsidy} + \text{detachment subsidy})$$

Base (total share of policing costs) formula:

Weighted equalized assessment + weighted population = base

○ **Weighted equalized assessment** (50% weighting)

- A measure of the relative wealth of a municipality – an annual calculation that creates a common assessment base.
- Is indicative of the ability of a community to pay a portion of policing costs in this context.
- Calculation:

$$\frac{\text{Municipal Equalized Assessment}}{\text{Total Equalized Assessment (291 munis)}} \times \text{Annual total share of policing costs} \times 50\%$$

○ **Weighted population** (50% weighting)

- Figures are based on population as determined by the President of Treasury Board and Minister of Finance.
- Calculation:

$$\frac{\text{Municipal population}}{\text{Total population (291 munis)}} \times \text{Annual total share of policing costs} \times 50\%$$

Modifier (subsidies) formulas:

- Municipalities may be eligible to have their base costs modified by any combination of the following four subsidies: shadow population, crime severity index, enhanced policing, and detachment.

- **Shadow population**

- Shadow population: Subsidy given (max 5%) if officially recognized by the Government of Alberta or according to the President of Treasury Board and Minister of Finance.
- Recognizes that shadow populations use the municipality's services but do not contribute to the municipal tax base (e.g. oilfield camps).
- Based on someone who lives in a municipality for at least 30 days but less than 6 months. If longer than 6 months, considered resident.
- Must be employed, not a student.
- Shadow population must be at least 1,000 people or 10% of population.
- Has to be counted during census period.
- Calculation:

$$\frac{\text{Shadow population}}{\text{Municipal population}} \times 5\% \text{ (value up to max 5\%)} \times \text{base} = \text{dollar subsidy}$$

- **Crime Severity Index (CSI)**

- Subsidy given (0.05% per CSI point) if a municipality's three year average is above the rural municipal average.
- CSI is a measure reported annually by Statistics Canada, and is available for each police service and/or RCMP detachment. In cases where municipalities are served by more than one detachment area, the Government of Alberta (with guidance from the RCMP) assigned a proportion of a detachment's CSI to that municipality.
- Accounts for the volume and seriousness of crime based on incarceration rates and average length of prison sentences. More serious offences have a greater impact on the index.
- Calculation:

$$\text{Muni CSI (3 yr avg)} - \text{Total CSI avg (291 munis)} = \text{Muni CSI points above avg}$$

$$\text{Muni CSI points above avg} \times 0.05\% \text{ (CSI subsidy per point)} = \% \text{ subsidy}$$

$$\% \text{ subsidy} \times \text{base} = \text{dollar subsidy}$$

- **Detachment**

- Subsidy given for municipalities that do not have a detachment in their community.

- Municipalities that do not have a police detachment already face additional challenges including longer wait times for services, reduced influence with respect to priority setting, and a more distant relationship with the detachment commander. This subsidy takes these factors into consideration for municipalities that do not have a local detachment.

- Calculation:

$$\text{base} \times 5\% = \text{dollar subsidy}$$

Additional subsidy:

- **Enhanced Policing**

- Any municipality serviced by the Provincial Police Service has the option to contract for enhanced policing from the RCMP, at their own cost, dedicated to specific local issues.
- For applicable municipalities, option 1 Enhanced Policing agreements under section 22(1) of the Act will be moved into the PPSA, effective April 1, 2020. The province will fund the cost of these existing enhanced policing agreements (i.e. no longer charge municipalities to recover this cost) as they are grandfathered into the provincial police service. This will result in an approximate \$7M savings for municipalities with no loss in RCMP service levels.
- The ability to enter into new full-time enhanced policing agreements will be put on hold until the RCMP has implemented its new staffing enhancements. Seasonal and temporary enhanced policing agreements will still be accommodated.

Reinvestment

The amounts received from applicable municipalities for services that the provincial police service provides shall be payable to the Minister of Finance annually. These funds are proposed to be earmarked from the General Revenue Fund for reinvestment into the provincial police service and law enforcement related priorities as determined by the Minister of Justice and Solicitor General and Treasury Board.

Expiry and Review of Regulation

The regulation will be reviewed every five years through a regulatory review. The actual costs of PPSA frontline policing will be updated every five years, and then will remain in effect for five years. Updates to base and modifier variables will take place annually, using current year values for:

- Population
- Equalized assessment
- Shadow population
- Crime Severity Index
- Enhanced policing costs
- Or any other alterations that result from changes to RCMP detachment boundaries

Municipality A: Large specialized municipality

Weighted population cost	\$547,595	= $\frac{36,072}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$1,738,859	= $\frac{42,670,899,320}{285,272,766,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$2,286,454	= 547,595 + 1,738,859
Muni CSI points above avg	349.96	= 465.21 (muni) – 115.25 (prov)
CSI % subsidy	17.5%	= 349.96 x 0.0005
CSI DOLLAR SUBSIDY	\$400,087*	= 17.5% x 2,286,454 (*rounding difference)
Shadow pop % subsidy	4.6%	= $\frac{33,119}{36,072} = 1.001$ (max 0.05)
SHADOW POP DOLLAR SUBSIDY	\$104,964	= 5% x 2,286,454
NO DETACHMENT SUBSIDY	\$0	= 0
YEARLY COST TO MUNICIPALITY	\$1,781,403	= 2,286,454 - 400,087 - 104,964

Municipality B: Mid-sized municipal district

Weighted population cost	\$119,456	= $\frac{7,869}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$83,317	= $\frac{2,044,554,084}{258,272,776,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$202,773	= 119,456 + 83,317
Muni CSI points above avg	0	= 76.35 (muni) – 115.25 (prov)
CSI % subsidy	0%	= 0 x 0.0005
CSI DOLLAR SUBSIDY	\$0	= 0% x 202,773
Shadow pop % subsidy	0%	= none reported
SHADOW POP DOLLAR SUBSIDY	\$0	= 0% x 202,773
NO DETACHMENT SUBSIDY	\$0	= 0
YEARLY COST TO MUNICIPALITY	\$202,773	= 202,773 - 0 - 0

Municipality C: Small summer village

Weighted population cost	\$1,108	= $\frac{73}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$656	= $\frac{16,108,372}{285,272,776,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$1,765	= 1108 + 656
Muni CSI points above avg	59.30	= 174.55 (muni) – 115.25 (prov)
CSI % subsidy	3%	= 59.30 x 0.0005
CSI DOLLAR SUBSIDY	\$52*	= 3% x 1,765 (*rounding difference)
Shadow pop % subsidy	0%	= none reported
SHADOW POP DOLLAR SUBSIDY	\$0	= 0% x 1,765
DETACHMENT SUBSIDY	\$88	= no detachment = 5% x 1,765
YEARLY COST TO MUNICIPALITY	\$1,625	= 1,765 - 52 - 88



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

AR99186

To Mayors and Reeves,

Since my appointment as Minister of Municipal Affairs last spring, I have had the opportunity to travel to many communities within Alberta, to hear about your priorities and perspectives. I am very grateful for the way in which you have welcomed me into your communities and shared your thoughts with me. I have also had the pleasure of meeting with many of you during the fall conventions of the Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) and, again, I thank you for the gift of your time and wisdom.

One of the consistent messages I have heard over the past several months is concern regarding Intermunicipal Collaborative Frameworks (ICFs) and Intermunicipal Development Plans (IDPs) - both in terms of the challenges you are facing in building these frameworks and plans, and the challenges posed by the legislated deadline for completion of April 1, 2020.

Intermunicipal collaboration is a priority for me, and for the Government of Alberta; all Albertans benefit when our communities collaborate to share services, create efficiencies, and reduce overall costs for their residents. Therefore, my government colleagues and I agree that it is important to maintain the overall requirements for ICFs and IDPs.

We very much appreciate the work that many of you have done to date, but we also recognize that the current legislative requirements are overly complex and onerous. Based on your feedback, I am proposing important changes to the ICF process as well as IDP requirements. These changes will streamline and clarify the process for building ICFs and IDPs, and I believe will make it much easier for all of you to complete the process by April 1, 2020.

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Earlier this week, these changes were introduced to the Legislative Assembly as part of Bill 25, the *Red Tape Reduction Implementation Act*. The bill contains various amendments to reduce red tape affecting municipalities, with the most substantive changes focused on streamlining and clarifying the ICF/IDP requirements. In particular, I am proposing the following important changes:

- Simplifying reporting to the province;
- Enabling municipalities to adopt ICFs by resolution (or bylaw), to recognize the way in which many municipalities typically adopt cost-sharing agreements;
- Simplifying the process of developing an ICF, so municipalities can focus on discussing and reaching agreement on how to share services that benefit residents in both municipalities, instead of spending too much time on meeting specific process requirements that overcomplicate their discussions;
- Streamlining and clarifying the arbitration process, to more closely align ICF arbitrations with the standard provisions of the *Arbitration Act*, and to very clearly limit the scope of an arbitrator's authority; and
- Enabling municipalities to be exempted from the requirement to develop an IDP, where both municipalities agree that one is not necessary.

None of the proposed amendments will require municipalities to go back and make changes to already completed ICFs and IDPs. For those requiring further work, the proposed legislative changes will make it easier to get this work done. As you move forward, I would like to take this opportunity to remind you of a few key points in relation to ICFs:

1. The deadline of April 1, 2020 remains in place. I am expecting all municipalities to meet this deadline. I am prepared to consider short-term extensions of the deadline in exceptional circumstances, or where municipalities simply need an additional one to two months to be able to complete the process. However, beyond these exceptions, I do not intend to provide time extensions; I encourage all municipalities to act accordingly in order to avoid arbitration and retain local control of ICF content.
2. ICFs are about the cost sharing of services that benefit residents in more than one municipality. They are not about revenue sharing, and I do not support any attempt to leverage the ICF negotiations in an effort to extract a revenue sharing agreement.
3. I do expect municipalities to negotiate in good faith, and to make decisions based on concrete facts. If municipal residents utilize a service in meaningful numbers and/or account for a meaningful proportion of those service costs, I would expect the municipality to compensate the municipality providing those services accordingly.
4. Municipal Affairs will not be evaluating individual ICFs to determine whether they are "a good deal" or not. As Minister, my interest is that you have conversations with your neighbours about shared services, and reach an agreement that makes sense at the local level.

.../3



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MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

-3-

I am optimistic that the legislative changes I am proposing will help ease the way for you to fulfill your legislated obligations to complete ICFs by April 1, 2020. However, the success of these negotiations depends on each of you, and your willingness to engage with your municipal neighbours respectfully and with an openness to reasonable compromise. A locally developed solution is always best, so I encourage all of you to take this opportunity to shape these agreements for yourselves, and for the overall betterment of your regions.

Yours very truly,

A handwritten signature in blue ink, appearing to read 'Kaycee Madu', written in a cursive style.

Kaycee Madu
Minister

Attachment: Changes to the ICF and IDP requirements

cc: Alberta Urban Municipalities Association
Rural Municipalities of Alberta
Paul Wynnyk, Deputy Minister

Summary of Changes to Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Requirements, and Q&A Reference

Recently announced changes to ICF and IDP legislation will streamline and simplify the requirements. This summary is intended to provide information about the changes and how the requirements will apply going forward. The information is intended to describe the general nature of the most significant changes, but municipalities should refer to the *Municipal Government Act (MGA)* as amended for complete specifics.

The changes will simplify reporting to the province, allow municipalities to adopt an ICF by council resolution, simplify the ICF content requirements, streamline the *MGA*-prescribed arbitration process that applies when municipalities cannot reach agreement, limit the scope of arbitration to issues of disagreement, and exempt municipalities from the IDP requirement where both municipalities agree.

Comparative Summary of the Changes

Requirement / Process	Previously	Now
<p>Municipal neighbours that must adopt an IDP</p>	<p>An IDP exemption was available to municipalities with boundaries composed of crown land by mutual agreement.</p> <p>Agreement was to be made by council resolution, and copies of the resolutions were to be filed with the Minister.</p>	<p>An IDP exemption is now available to all municipalities by mutual agreement.</p> <p>There is no requirement to file copies of the council resolutions with the Minister.</p> <p>Any municipality can revoke its agreement by written notice, in which case the municipalities are required to adopt an IDP within one year.</p>

Summary of Changes to ICF and IDP Requirements

Requirement / Process	Previously	Now
Contents of an ICF	ICFs were previously required to list all services provided by each municipality; identify how each of those services were best provided, delivered, funded, or discontinued; and set time frames for implementation.	<p>The ICF must now describe the services that benefit residents in more than one of the municipalities.</p> <p>The ICF must identify which municipality is responsible for providing these services and how the service will be delivered and funded.</p> <p>Other services that do not benefit residents in more than one of the municipalities do not have to be listed or addressed in the ICF.</p>
Listed services to be addressed in an ICF	ICFs were required to address a specific list of services which included transportation, water and wastewater, solid waste, emergency services, and recreation.	There is now no requirement to address listed services; just the general requirement above to describe services that benefit residents in more than one of the municipalities.
Method of creating an ICF	ICFs were required to be adopted by bylaw.	ICFs can now be adopted by bylaw or resolution.
Relationship of ICF to IDP	An ICF was not complete until an IDP was also adopted.	The completion of an ICF is now independent of the IDP process. An ICF can be completed before an IDP is completed, or in the absence of an IDP.
Filing an ICF and IDP with the Minister	A copy of the ICF and IDP was required to be filed with the Minister.	There is now no requirement to file copies of the ICF or IDP with the Minister. However, the Minister must be notified that the ICF is completed.
Arbitration process for ICFs	<p>The <i>MGA</i> and ICF Regulation previously set out a detailed arbitration process that applied where municipalities are not able to create a framework or where a dispute is not resolved within one year.</p> <p>The <i>Arbitration Act</i> did not apply to these arbitrations.</p>	Arbitration still applies where municipalities are not able to create a framework or where a dispute is not resolved within one year. However, the <i>Arbitration Act</i> now applies to the arbitration, except as modified by the <i>MGA</i> .

Summary of Changes to ICF and IDP Requirements

Requirement / Process	Previously	Now
Arbitration process for IDPs	The ICF arbitration process applied to IDPs.	Where municipalities are not able to agree on an IDP by the due date, the Minister will now refer the matter to the Municipal Government Board for recommendations. The Minister may subsequently order the municipalities to establish an IDP in accordance with the Minister's order.
Role of the arbitrator	The arbitrator was required to create the ICF.	The arbitrator is now required to make an award that resolves the issues in dispute. The municipal parties will have the responsibility to create and adopt the ICF in accordance with the arbitrator's award.

Questions and Answers

Why were the requirements for ICFs changed?

- The original ICF content requirements were very prescriptive; the changes simplify the process and allow municipalities to focus on results that will benefit residents and businesses.
- The original ICF rules set out a complete arbitration process, even though the province already has an established process in the *Arbitration Act*. To be consistent and avoid duplication, ICF arbitrations will follow the *Arbitration Act* process except as modified by the *MGA*.

Are the ICF requirements still mandatory for all municipalities?

- Municipalities are still required to complete ICFs.
- It is in the best interest of municipalities across the province to work together to reduce duplication of services and infrastructure by creating ICFs.

Summary of Changes to ICF and IDP Requirements

What will happen to ICFs that have been completed, or that are almost completed, using the old rules?

- No new requirements have been added, so ICFs that have been completed following the previous rules will meet the requirements under the new rules.
- Municipalities that are still in the process of negotiating their ICFs should continue on as scheduled, since any results that meet the current requirements will more than meet the new requirements.

Do ICFs address revenue sharing?

- ICFs are only required to address the sharing of costs for services that are intermunicipally delivered or that are provided by one municipality and utilized by the residents of one or more other municipalities.
- ICFs are to be negotiated in good faith based on sharing of costs.
- Municipalities have the autonomy to negotiate revenue sharing agreements on a voluntary basis, but these agreements are not part of the ICF process.

Under the revised requirements, when do we have to complete our ICFs?

- The April 1, 2020 deadline to complete ICFs remains in effect.
- This reflects the priority the Government of Alberta places on intermunicipal cooperation, as a means of ensuring that all Albertans benefit from the efficient delivery of local services.
- Changes to the ICF requirements will streamline the process, which may support earlier completion.
- A one-year extension continues to be available for ICFs between municipal districts and improvement districts; between growth management board members; and between a municipality that is a growth management board member and a municipality within its boundary. This extension is available on the condition that all parties agree by resolution and file copies of the resolutions with the Minister within 90 days of passage.
- The Minister of Municipal Affairs has the authority to authorize additional time extensions; however, the Minister has been very clear that he does not intend to approve extensions except in exceptional circumstances.

What happens if we can't come to an agreement with our municipal neighbour on our ICF?

- If the ICF is not completed by the required date, the municipalities involved must refer the matter to an arbitrator.
- A list of private sector arbitrators is available at <https://www.alberta.ca/mediator-and-arbitrator-rosters.aspx> . The roster is not a certification of competency or a credentialing process. It is intended to provide municipalities with a list of arbitrators who have relevant training and experience and who have expressed an interest in intermunicipal arbitration.
- The arbitrator has one year to make an award that resolves the issues in dispute.
- The municipal parties are bound by the arbitrator's award, and must adopt an ICF in accordance with the award.

Where can we get more information or resources to assist with the changes?

- For more information,

Phone:	780-427-2225
Toll-free in Alberta:	310-0000
Fax:	780-420-1016
Email:	lgsmail@gov.ab.ca

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
NOVEMBER 21, 2019**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President
Dave Schellenberg, Vice President
Peter F Braun, County Rep
Simon Wiebe, Director
Philip Krahn, Director
Ken Derksen, Director
Henry Goertzen, Director
Holly Neudorf, Director
Joe Driedger, Director
Philip Doerksen, Arena Manager
Corrina Doerksen, Secretary
Abe Fehr, Accountant
Jason Neustaeter, Rec Coordinator

Absent: John Zacharias
Duffy Driedger

Call to Order: President Shawn Wieler called the meeting to order at 5:55 p.m.

Approval of Agenda

Added Building Maintenance 9.6

Peter F Braun moved to accept the agenda as amended.

CARRIED

Rec Coordinator Report – Jason Neustaeter

1. School programs are doing well
2. In house programs also doing well, some slower then others, Jason will advertise more
3. Jason communicates with John Acreman on a weekly or biweekly basis, John is back in December for Christmas and Challenge Cup planning will begin
4. Planning on having pickleball and floor hockey tournaments
5. Look into having a drop in payment for pickleball

Jason Neustaeter left the meeting at 6:04 p.m.

Financials:

1. Abe Fehr presented the financials
 2. FTEN still has not paid Challenge Cup Donation
 3. Joe suggested talking to more lawyers about board advertising
 4. Daniel Ringrose price increased this year
- Dave Schellenberg moved to accept the financials as presented.

CARRIED

Abe Fehr left the meeting at 6:31 p.m.

Approval of Previous Meeting's Minutes

Philip Krahn moved to accept the October 10, 2019 regular meeting minutes as presented
CARRIED

Review of Action Sheet

Action sheet was reviewed

1. Philip will look into EFT and adding an admin to online banking

Managers Report – Philip Doerksen

Henry Goertzen moved to accept the Manager's Report as presented

CARRIED

Joe Driedger left the meeting at 6:44 p.m.

New Business:

9.1 Rec Coordinator Responsibilities

Completed

9.2 Figure Skating Skate Sharpener

Philip looked into a skate sharpener for figure skates, Shane would do the sharpening and would need training, LCRS would own the sharpener and make the profits on it.

Ken Derksen made the motion for Philip to spend up to \$1500 on a sharpener

CARRIED

9.3 Electronic Payment Setup

Philip was given a list of fees for different setups, he will look into that and adding another admin as was added to the action sheet

9.4 Recreation Facility Personnel Conference

Philip goes every spring, Board in favour of Shane going this year as well

9.5 Outdoor Rinks

Blumenort got new LED bulbs

Bluehills wants white ice, Board decided it wasn't necessary

9.6 Building Maintenance

Philip requested funding to insulate some waterlines, quoted at \$3000, and build 2 small walls quoted at \$2000

Simon Wiebe made a motion to approve the request

CARRIED

9.7 Grant was declined, can be resubmitted at a later date

Holly Neudorf moved to go in camera at 7:02 p.m.

Shawn Wieler moved to go out of camera at 7:14 p.m.

Shawn Wieler moved for the meeting to be adjourned at 7:15 p.m.

Next Meeting will be **December 12.2019 ay 6:00 p.m.**

November 21, 2019

Government of Alberta Proposes Changes to ICF and IDP Process

Bill 25 introduces amendments to the Municipal Government Act intended to streamline the completion of ICFs and IDPs

On November 19, 2019, the Government of Alberta introduced **Bill 25: Red Tape Reduction Implementation Act**. Bill 25 includes proposed changes to several acts, but most significant for RMA members are changes to the ICF and IDP processes, which are summarized below.

ICF and IDP Changes in Bill 25

Proposed Changes to ICF Process

- The deadline for completing rural to urban ICFs **does not change**. Bill 25 amends s. 708.28 of the *Municipal Government Act* (MGA) to clarify that the completion deadline is April 1, 2020. The deadline for rural to rural ICFs remains April 1, 2021.
- Bill 25 softens requirements related to members within a growth management board (GMB) completing ICFs with one another. It modifies s. 708.28 of the MGA to specify that members of a GMB **may** complete ICFs with one another for services not addressed through the GMB process, and removes a clause empowering the Minister to mandate ICFs among GMB members.
- Municipalities are no longer required to identify all services they deliver within the ICF. Amendments to s. 708.29 of the MGA will require services to be listed that the municipalities agree benefit more than one municipality that is a party to the ICF.
- An amendment to s. 708.29(2) of the MGA removes the list of services that must be discussed and included in an ICF (transportation, water / wastewater, solid waste, emergency services, and recreation). The revised section requires municipalities to instead identify services that have a mutual benefit and warrant discussion related to intermunicipal collaboration.
- Bill 25 would add s. 708.291 to the MGA, which would allow a municipality to seek a court order if another municipality does not abide by the agreement or the dispute resolution mechanism outlined in the framework. Note that this applies to completed, active ICFs.
- Through an amendment to s. 708.33, municipalities would not be required to adopt an ICF through matching bylaws. The amendment allows for the adoption of a “bylaw or resolution that contains the framework”. The section is also amended to no longer require the ICF to be submitted to the Minister, but rather that the municipalities notify the Minister of the ICF completion.

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Proposed Changes to IDP Process

- Bill 25 replaces the current wording of s. 631 of the MGA to allow municipalities who mutually agree that an IDP is not necessary to not complete one. However, any municipality may revoke its agreement to not have an IDP at any time. In this case, the municipalities would be required to complete an IDP within one year unless the Minister overrules this with an exemption.
- Bill 25 does not change the issues required to be addressed through an IDP but does propose an addition to s. 631 that allows municipalities to omit one or more of the required issues from their IDP if the matter is dealt with through an ICF under s. 17.2 of the MGA.
- If two municipalities cannot agree on an IDP prior to April 1, 2020, the matter will be referred to the Municipal Government Board. This separates IDPs from the arbitration process previously applied to the overall ICF process, in which IDPs were a component. Disagreements on IDPs will no longer be subject to the ICF third-party arbitration requirements in s. 708 of the MGA.
- Bill 25 repeals s. 708.3 of the MGA, which required that for an ICF to be recognized as complete, an IDP must also be recognized as complete.

Proposed Changes to Arbitration Process

- Bill 25 repeals the current 708.35 of the MGA and replaces it with a new version of 708.35. The old 708.35 addresses the arbitration process by referencing the *Intermunicipal Collaboration Framework Regulation*, which lays out arbitration commitments that do not universally align with the *Arbitration Act*. The new s. 708.35 replaces the reference to the regulation (and would likely allow for the regulation to be repealed) by specifying that the *Arbitration Act* applies to arbitrations under the section, with a few exceptions:
 - In any inconsistency between the *Arbitration Act* and MGA s. 708.35, the MGA section prevails.
 - The entire *Arbitration Act* applies to ICF arbitrations, except for s. 3. Section 3 allows the parties to vary or exclude aspects of the *Arbitration Act* for specific arbitrations. Basically, the MGA is stating that the entire *Arbitration Act* must be followed, and the parties are not empowered to amend or exclude.
 - If the Minister chooses the arbitrator, the parties may not use the *Arbitration Act* to remove the arbitrator, but instead must apply to the Minister to remove the arbitrator.
- Bill 25 repeals s. 708.36 of the MGA and replaces it with a new s. 708.36. The old s. 708.36 required an arbitrator to “create a framework”, implying that all aspects of the framework, even those already agreed upon by the municipalities, may be subject to arbitration. The new s. 708.36 states that the arbitrator “must make an award that resolves the issues in dispute among the municipalities”, which narrows the scope of the arbitrator’s power.

- Bill 25 repeals MGA s. 708.37, which requires a municipality to provide a report to the arbitrator with their views of why the ICF process was unsuccessful and arbitration is required.
- Bill 25 amends MGA s. 708.38 to no longer make it mandatory for an arbitrator to consider certain aspects of the ICF process, such as the contents of other ICFs involving the municipalities, costs, environmental concerns, etc.
- Bill 25 repeals MGA ss. 708.44, 708.45 and 708.46, which establish requirements for a binding resolution process to be included within an ICF. This is now included in s. 708.29(3.1) with less rigid requirements.

Other Proposed Changes in Bill 25

In addition to the changes to the ICF and IDP processes, Bill 25 also makes other changes to the MGA, as well as other legislation. Other proposed Bill 25 changes are summarized below.

Other MGA Changes

- S. 197(6) is amended to no longer require the names of persons attending a closed meeting to be recorded.
- S. 208(1)(a)(i) is amended to allow council meeting minutes to include notes and comments.
- Bill 25 amends various MGA sections to reduce the requirement for certain clerks to first be appointed as designated officers.
- Ss. 165 and 166 are amended to allow a municipality 120 days, rather than 90 days, to hold a by-election.
- Bill 25 amends various MGA sections to allow for more use of electronic forms.
- Bill 25 replaces requirements for several annual bylaws with continuous bylaws, including those for creating assessment subclasses (s. 297), supplementary assessments for improvements (s. 313), supplementary taxes (s. 369(1)), business tax (s. 371), and supplementary business tax (s. 379).
- S. 670 is added to the MGA, which would require municipalities to develop joint use and planning agreements with school districts in their jurisdiction within three years of the section coming into force. The agreements must include a process for addressing matters related to planning, development and use of school sites on municipal reserves, disposal of school sites, servicing of school sites, use of school facilities, etc.

Non-MGA Changes

- The *Safety Codes Act* is amended to repeal s. 65.1, which restricts the use of wood construction to buildings six storeys or less. This change is intended to align with expected future changes to the federal building and fire codes that will increase wood construction from six to 12 storeys.
- The *Forests Act* is amended to replace the requirement for an Order in Council approval of new forest management

agreements with a requirement for a Ministerial Order.

- The *Hydro and Electric Energy Act* is amended to simplify the approval process for a hydro development. Under the revisions to s. 9 of the Act, the Alberta Utilities Commission (AUC) is unilaterally empowered to approve a development application. The current version of s. 9 specifies that the AUC is responsible for conditionally approving the development, but upon conditional approval must forward a report the Lieutenant Governor in Council, who then develops a bill to authorize the AUC to approve construction of the development.

As Bill 25 has currently received first reading, the changes above are not yet finalized or implemented. RMA plans to work with AUMA and the Government of Alberta to provide information and best practices as to how municipalities currently developing ICFs and IDPs with neighbours can adapt and make use of the proposed changes to support a more streamlined and efficient process.

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November 27, 2019

Bill 22 and the Implications for Municipalities

Bill 22 dissolved the Alberta Capital Finance Authority Board

Bill 22: *Reform of Agencies, Boards and Commissions and Government Enterprises Act*, which received royal assent on November 22, eliminates or restructures multiple boards and commissions. Of particular importance for municipalities is the elimination of the Alberta Capital Finance Authority (ACFA) Board. This was previously mentioned as a footnote in the 2019-20 fiscal plan.

The ACFA, formed in 1956, originally existed to provide capital funding solely for municipalities. Over time, their mandate grew to include airports, health, and educational authorities. The ACFA offers low interest loans to these groups for capital projects (e.g. wastewater treatment facilities, recreation centres, LRT projects). Their current interest rate is 2.5% and their 2018 annual report lists their cash at the end of the year at \$94,718,000. This demonstrates that the ACFA is a low cost lender with a healthy cash reserve to facilitate their mandate.

Prior to Bill 22, the board of directors for the ACFA had nine members, five representing the Crown, and four representing municipal authorities (including municipal districts and counties), cities, towns, and educational authorities. Bill 22 dissolves the ACFA board and transfers their authority to a Director, who will be appointed by the Lieutenant Governor in Council. RMA has learned the intent of Bill 22 is to maintain the function of the ACFA while eliminating the board.

Bill 22 also includes changes to several other acts. Those that may impact municipalities are:

- The *Local Authorities Election Act* is amended to substitute the Chief Electoral Officer in place of the Election Commissioner. These changes reflect changes to the *Election Act*.
- The *Northern Alberta Development Council Act* is amended to change the size of the council from between eight and ten members to no more than seven members.
- The Alberta Historical Resources Foundation is dissolved.
 - This may impact municipalities as the foundation managed funds that municipalities were eligible to apply for.
 - There is no guarantee that the same level of funding will be available now that the associated fund has been rolled into general revenue.
- Multiple changes to the management and organization of pensions, which may have impacts on the Local Authorities Pension Plan (LAPP). RMA is continuing to explore these changes.

To view Bill 22, click [here](#).

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BULLETIN

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From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: Natural gas industry engagement: Associate Minister Nally
Date: December 4, 2019 11:02:26 AM

Natural gas industry engagement: Associate Minister Nally

December 04, 2019 [Media inquiries](#)

Associate Minister of Natural Gas Dale Nally issued the following statement on government's next steps to implement the Roadmap to Recovery report recommendations:

"We promised Albertans that we would review and implement key recommendations from the Roadmap to Recovery report, and our government has been working hard to fulfil that promise.

"In addition to the work already underway, we will be holding formal engagement sessions over the next two months with industry representatives from across the sector. These sessions will help us prioritize the key recommendations remaining in the report, which include growing global and domestic markets for our natural gas, creating more access and capacity on our pipelines, improving transparency across industry and reducing timelines for project approvals.

"We will also be seeking feedback on our draft vision for Alberta's natural gas – a key recommendation outlined in the report. This vision, once finalized by government and industry, will support our province in achieving the great economic potential offered by our natural gas sector.

"To date, we've focused our attention on short-term actions that brought much-needed and immediate stability to the sector. This includes working with industry and the Canadian Energy Regulator to provide access to previously unavailable gas storage, which created more balance on our pipelines and reduced price volatility.

“I look forward to seeing the results of this engagement, to determine the next steps we will take to continue revitalizing and growing this important sector. We remain committed to creating jobs for hard-working Albertans and demonstrating our reputation as a secure and responsible energy supplier.”

Quick facts

- The Natural Gas Advisory Panel’s Roadmap to Recovery report includes recommendations to government to address the systemic challenges facing Alberta’s natural gas sector.
- The following actions have been taken to date:

Recommendation	Action taken
Recommendation 13: Identify a champion to enact real change in the sector	<ul style="list-style-type: none"> • Appointed an Associate Minister of Natural Gas
Recommendation 7: Optimize throughput on key pipeline systems and enable storage solutions	<ul style="list-style-type: none"> • Worked with TC Energy and industry on a temporary solution to update storage rules during maintenance periods on the NGTL pipeline system.
Recommendation 8: Maintain an ongoing dialogue with pipeline companies to minimize operationally induced AECO-C price volatility	<ul style="list-style-type: none"> • Established ongoing engagement with industry players, including pipeline companies
Recommendation 12: Set the vision and a strong Government of Alberta position on natural gas, including market access, competitiveness, and public interest decision-making.	<ul style="list-style-type: none"> • Launched engagement sessions seeking feedback on draft vision
Recommendations 17, 18 and 30: Achieve regulatory improvements and reduce red tape within the provincial review system	<ul style="list-style-type: none"> • Initiated review of Alberta Energy Regulator • Launched oil and gas industry panel to reduce red tape
Recommendation 14: Challenge Bill C-69 to ensure Alberta’s competitiveness	<ul style="list-style-type: none"> • Launched challenge against Bill C-69

Related information

- [Roadmap to recovery: reviving Alberta’s natural gas industry \(PDF\)](#)

Media inquiries

Samantha Peck

780-427-0265

Press Secretary, Natural Gas

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From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: UPDATED*:Historic investment in rural policing
Date: December 4, 2019 4:12:18 PM

UPDATED*:Historic investment in rural policing

December 04, 2019 [Media inquiries](#)

Alberta is adding more than 500 RCMP positions in rural communities across the province and fostering new public safety partnership with municipalities.



Justice Minister and Solicitor General Doug Schweitzer shakes hands with an RCMP officer in Leduc County.

The Government of Alberta's new police funding model will inject more than \$286 million over five years into frontline law enforcement for these additional RCMP officer and civilian positions. This new cost-sharing partnership will see small and rural communities begin to pay a portion of frontline policing costs, bringing them into line with larger communities and cities.

Under the cost-sharing terms in the Provincial Police Service Agreement (PPSA), Alberta pays 70 per cent of policing costs and the federal government covers the remaining 30 per cent. With the additional investment from municipalities, the federal share of the PPSA will increase as well. This partnership will constitute a total increase in rural police funding of more than \$286 million over five years with every dollar of the additional funds invested in frontline policing.

The province is creating a new Alberta Police Advisory Board, where municipal leadership will have a seat at the table, working in collaboration with law enforcement to ensure local needs are heard and implemented. This new governance mechanism will ensure that policing is in line with the priorities of those they are protecting.

“Ensuring Albertans are safe, secure, and protected in their communities goes to the heart of who we are as a government. We want to ensure we fund law enforcement in an equitable and sustainable way that will ensure we have more police in our communities. With this new police funding model, we are making the single largest investment in rural policing since the March West and delivering on our promise to enhance public safety.”

Doug Schweitzer, Minister of Justice and Solicitor General

“Crime affects many in my own rural community, and it is an issue that is incredibly personal to me. All Albertans deserve to feel safe in their own homes and confident that they will not fall victim to violent or property crime. This new police funding model will provide increased security and certainty for rural Albertans, and value for taxpayer dollars.”

Jason Nixon, Minister of Environment and Parks

“The Government of Alberta has made an unprecedented investment in their police service, and we are ready to deliver on that commitment. The funding model announced will allow the Alberta RCMP to put additional resources where they are needed most immediately – on the frontline in your detachments, protecting your backyards and your farmyards, pushing back crime in a sophisticated and focused manner.”

Curtis Zablocki, Deputy Commissioner, RCMP

“*Rural Municipalities of Alberta appreciates the Government of Alberta’s willingness to consult on this issue, and as a result of input from RMA and rural municipalities, implement a phased-in police costing model. Rural crime has been an ongoing issue in Alberta in recent years, and rural municipalities recognize they need to share in the costs of the solutions to support safer communities. Absorbing additional policing costs will be a significant challenge for rural municipalities given the current economic environment and RMA continues to be concerned about the use of equalized assessment in the calculations of

amounts paid, however a reduction in the weighting of equalized assessment based on consultation is appreciated. RMA is looking forward to participating on the Alberta Police Advisory Board to inform how additional funding will be reinvested to improve service standards to the rural and remote municipalities and how municipalities can have increased local input into monitoring the service deliverables as compared to cost increases.”

Al Kemmere, president, Rural Municipalities of Alberta

“AUMA has long advocated for a more equitable police-funding model to address RCMP vacancies and the rising costs of policing while improving community safety. We're pleased to see action on this critical priority by the provincial government, as safe and healthy municipalities build strong communities and a stronger Alberta. Further consultation is critical to supporting local governments with the policing resources they need, and we look forward to actively contributing to the Alberta Police Advisory Board.”

Barry Morishita, president, Alberta Urban Municipalities Association

This partnership places priority on adding uniformed patrol officers in rural RCMP detachments, increasing the total number from under 1,600 to about 1,900, and will also add members to specialized RCMP units that dismantle organized crime and drug trafficking and investigate auto and scrap metal theft.

Furthermore, the new civilian positions will assist with administrative tasks and investigative support to increase response times and help ensure officers have the support network they need to protect Albertans by spending more time on roads and in communities.

Quick facts

- Small and rural communities, with some exceptions, will begin contributing a portion of their frontline policing costs in 2020. To give communities time to adjust, the new funding model is being phased in: communities will contribute 10 per cent of policing costs in 2020, followed by 15 per cent in 2021, 20 per cent in 2022 and 30 per cent in 2023.

- Policing costs for each community will be determined by municipal tax base (as measured by [equalized assessment](#)) and population to calculate a base cost. Communities will also be eligible for other subsidies that consider other factors that may affect local policing costs.
- Current annual PPSA amount, 2019-20 (prior to new police funding partnership): \$374.8 million
- Government of Alberta contribution: \$262.4 million
- Government of Canada contribution: \$112.4 million
- Additional investments to current PPSA to April 1, 2024 will be: \$286,605,021
 - Government of Alberta contribution: \$200,623,515
 - Government of Canada contribution: \$85,981,506
- All additional investments will go towards more frontline resources.

**Editor's note: Includes updated quote*

Media inquiries

Jonah Mozeson

587-985-6077

Senior Press Secretary, Alberta Justice and Solicitor General

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**NW ALBERTA REGIONAL EMERGENCY ADVISORY COMMITTEE
MEETING MINUTES**

Wednesday, December 4, 2019 - 3:00 p.m.

**Town of High Level – Room 110
High Level, Alberta**

Town of Rainbow Lake:	Michelle Farris Paul Smith Dan Fletcher	Mayor Deputy Mayor CAO
Mackenzie County:	Josh Knelsen Donnie Roberts Ernest Peters Fred Wiebe Carol Gabriel Len Racher	Reeve Deputy CAO Councillor Director of Utilities Director of Legislative & Support Services Chief Administrative Officer
Town of High Level: (HOST)	Clark McAskile Scott Smith	Chief Administrative Officer HLFD WUI Team

CALL TO ORDER: 1.1 Call to Order

The meeting was called to order at 3:04 pm.

DECLARATION OF QUORUM: High Level did not have any elected officials present; meeting proceeded as information without Quorum.

AGENDA: 2.1 Adoption of Agenda

MOTION 07-19 MOVED by Mayor Farris (RL)

That the agenda be approved as presented.

CARRIED BY CONSENSUS

MINUTES: 2.1 Adoption of Minutes

MOTION 08-19 MOVED by Councillor E. Peters (MC)

That the Minutes from the September 4th, 2019 Northwest Alberta Regional Emergency Management Advisory Committee be approved as amended.

CARRIED BY CONSENSUS

BUSINESS ARISING: None.

DELEGATIONS: None.

OLD BUSINESS: None.

NEW BUSINESS: 7.1 Invitation Letters to partner agencies

MOTION 09-19 MOVED by Reeve Knelsen (MC)

That the letters sent to partner agencies be accepted for information and the next meeting date and meeting information be sent to those same partner agencies.

CARRIED BY CONSENSUS

7.2 Regional Hazmat Agreement

MOTION 10-19 MOVED by Reeve Knelsen (MC)

That the Regional Hazmat Agreement be accepted for information.

CARRIED BY CONSENSUS

7.3 Regional Mutual Aid Agreement

MOTION 11-19 MOVED by Reeve Knelsen (MC)

That the three Administrations meet to draft a revised Regional Mutual Aid Agreement as discussed and bring back a draft Agreement for review to the next Meeting.

CARRIED BY CONSENSUS

7.4 Review of Rainbow Lake CEMP Risk Assessment

MOTION 12-19 MOVED by Councillor E. Peters (MC)

That the three Administrations meet to develop draft Regional Emergency Plan sections focusing on the top 4 discussed hazards:

1. Wildfire Event
2. Transportation Event (Roads, Rail, Airport)
3. Severe Weather Event (Ice Storm, Flood, Gas/Power Outage)
4. Water Shortage Event

And bring back to the next meeting for review.

CARRIED BY CONSENSUS

7.5 Discussion on Next Steps

MOTION 13-19

MOVED by Mayor Farris (RL)

THAT the committee accepts the Discussion on Next Steps as information.

CARRIED BY CONSENSUS

7.6 High Level WUI Team Presentation

MOTION 14-19

MOVED by Councillor E. Peters (MC)

THAT the Committee accepts the High Level WUI Team Presentation as information.

CARRIED BY CONSENSUS

CORRESPONDENCE: None.

NEXT MEETING:

9.1 3:00pm, Wednesday, March 4, 2020 – Town of High Level Office, Room 110

ADJOURNMENT

10.0 Adjournment

With matters of business concluded, the meeting adjourned at 4:38 pm.

Town of High Level

Mackenzie County

Unapproved



TRI COUNCIL MEETING MINUTES

**Wednesday, December 4, 2019
5:30 p.m.**

**Town of High Level Council Chambers
High Level, Alberta**

**Mackenzie
County (HOST):**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacquie Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor (teleconference)
Eric Jorgensen	Councillor
Anthony Peters	Councillor
Ernie Peters	Councillor
Lisa Wardley	Councillor
Len Racher	Chief Administrative Officer
Carol Gabriel	Deputy CAO/Recording Secretary
Byron Peters	Director of Planning & Development (Northwest Species at Risk Committee)

**Town of High
Level:**

Crystal McAteer	Mayor (left at 6:47 p.m.)
Boyd Langford	Deputy Mayor
Mike Morgan	Councillor
Terry Jessiman	Councillor
Jan Welke	Councillor
Clark McAskile	Chief Administrative Officer

**Town of Rainbow
Lake:**

Michelle Farris	Mayor
Paul Smith	Deputy Mayor
Jessica Juneau	Councillor
Christopher Mitchell	Councillor
Tanya Lindley	Councillor
Dan Fletcher	Chief Administrative Officer

Guests:

Geoff Lester, Lionstooth Energy (teleconference)

Minutes of the Tri-Council meeting held on December 4, 2019 in the Town of High Level Council Chambers.

CALL TO ORDER: 1.1 Call to Order

Reeve Josh Knelsen (MC) called the meeting to order at 6:01 p.m.



DECLARATION OF QUORUM:

Quorum was achieved for all members.

AGENDA:

2.1 Adoption of Agenda

MOTION 21-19

MOVED by Mayor Farris (RL)

That the agenda be approved as presented.

CARRIED BY CONSENSUS

ADOPTION OF PREVIOUS MINUTES:

3.1 Minutes of the September 4, 2019 Tri-Council Meeting

MOTION 22-19

MOVED by Councillor Wardley (MC)

That the minutes of the September 4, 2019 Tri-Council meeting be adopted as presented.

CARRIED BY CONSENSUS

BUSINESS ARISING:

4.1 Business Arising from the Minutes

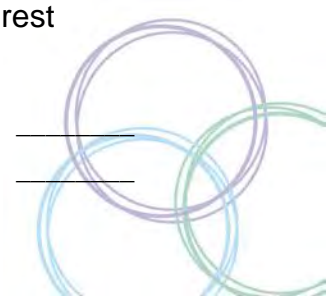
None.

DELEGATIONS:

5.1 Geoff Lester, Lionstooth Energy – Power Generation Strategy

Geoff Lester, Founder and CEO of Lionstooth Energy (an Alberta based power generation company), provided an update on the Power Generation Strategy. The Power Generation Strategy was a REDI initiated project.

Their main goal is trying to come up with ways that make the cost of electricity more affordable to the end user and to come up with a way to generate power where it gets used. The company was brought on board late spring/ early summer 2019 by REDI to have a look at some different options around local power generation, renewable energy and the concept of using local natural gas wells to generate power. The final report was prepared at the end of August and a summary presentation was provided in early September 2019 (a copy is attached). The intent of the summary presentation was to try to get potential interest



from other levels of government, particularly at the AUMA Convention.

Mr. Lester provided a condensed overview of the project with four main components:

- concept of geothermal
- idea of roof top solar
- swimming pools and hockey arenas with substantial heating and cooling loads
- take existing sweet dry gas wells (ie. Paramount/Bluesky – approx. 175 wells) which could generate in excess of 5 MW of power at about a \$8-9M capital cost (this model was based on putting together an entity to acquire and provide gas to Lionstooth.

The Alberta Energy Regulator (AER) requires a letter of credit to assume liability for the wells (in this case it's \$8M). Their recommendation would be to request the provincial government to waive that requirement in order to find a local group to acquire those wells.

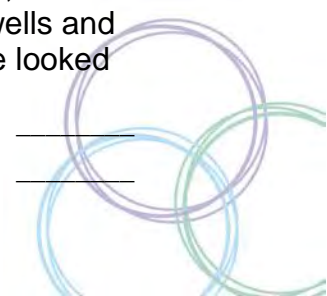
There are readily available technologies to save on our power bills, however they need some creative solutions to get there. Power prices have only just started going up. The next set of coal fire projects are retiring at the end of this year and a steady stream between now and 2030. Carbon Tax legislation will also add pressure next year.

The reality end of being able to put up this co-gen plant with gas, provided the government signs off, is that doable, are there people interested?

The model being suggested is to find a third party that could take on the wells, and Lionstooth would provide a generation lease service. They would enter into a long term agreement where the County or local counter party would lease, for a fixed price and the County gets the upside of the revenue (approx. \$100,000 - \$200,000 per year).

Questions:

Have you been in contact with Paramount? Yes we have. They are aware of the potential process. Paramount, after announcing, started a process of shutting in all the wells and then started the process of evaluating what each site looked



like, starting with the older properties, and working through abandonment and reclamation. This is a 10-20 year process. They understand that there is some potential interest in the sweet natural gas wells.

Have you reached out to any of the companies to see who would be interested from the area? We had some preliminary discussions with smaller producers, one or two that they could bring to the table. As small producers, they don't have the cash or staff to spend the time lobbying the government.

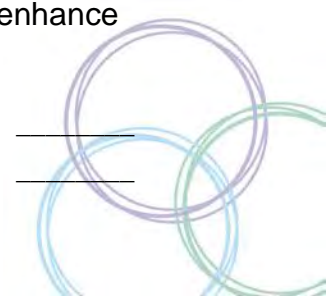
As municipalities, what we could do is waive the liability? Yes if you have a direct line to other lines of government, creative funding support is required to move this forward.

Any discussion with Paramount to contribute some of their reclamation costs to the project? We had some roundabout discussions. They asked us/you to come back with an offer. \$2-3M in costs to abandon the wells. Before they would entertain that we would have to demonstrate to them that the remainder is sitting in someone's bank account.

Who else would benefit besides the County? Would the people see a reduction? No they wouldn't because of the regulatory structure in the province. The theory was that you find an entity (Lionstooth) to sell the power and Lionstooth would be a beneficiary. Over the 20-40 period the County would get approx. \$200,000 per year as net profit from the power plant but doesn't have to put up any funds. It's not a lot of cash but it comes without having to lay out any capital.

Councillor Wardley stated that the asset still remains operational and the taxes would still be collected. The return back would be a yearly dividend to the area residents. A similar idea could be used in other areas in the region.

How many jobs would be protected/created? The power plant once it's operating doesn't require staff, it runs by itself. It protects the existing jobs on the oil and gas side. Once you've got this industrial size power plant you have the ability, rather than selling whole sale power into the grid, to use as an incentive for some other business to locate next door to it. It is a reliable industrial power solution to enhance economic growth.



What if half of these wells don't produce gas? Over time less gas is produced. Our analysis is based off of a model using 5MW of power (which is conservative based on the current volume of 7MW). This allows for several years of natural decline (5% per year). Depending on power prices the location that we looked at the power plant would most logically be located at the existing Zama gas plant and there happens to be the ability to buy gas off of TransCanada as well.

Someone still has to spend the \$8M to clean it up at the end of the day. Yes that is a valid fact, however their calculations are quite a bit conservative and is more likely around \$2-3M. The intent would be that you are finding an oil and gas partner that has more interest in the area. Having the County own the wells isn't a good solution.

Was there a percentage in the \$1.5M in liability? That number is high and we could over a 20 year period shave \$100,000-200,000 off that cost. We would want to see that demonstrated from the 3rd party. Additional profit could go into a fund to offset the cost of reclamation.

Benefits of the project would be that the infrastructure remains, collection of linear assessment, and jobs.

REDI sent a letter to the Minister and Councillor Wardley (MC) will forward a copy to the parties.

Mayor McAteer (HL) left the meeting at 6:47 p.m.

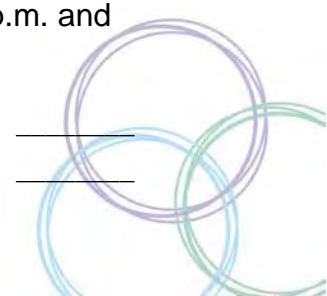
MOTION 23-19

MOVED by Deputy Mayor Langford (HL)

That the Tri-Council send a letter to the Ministers of Alberta Energy, Economic Development, and Environment & Parks, with a copy to the Premier, requesting an urgent sit down meeting by the end of January, to discuss the Power Generation Strategy and the potential of waiving the Liability Management Rating (LMR) requirement and that the Alberta Energy Regulator be invited to attend.

CARRIED BY CONSENSUS

Reeve Knelsen (MC) recessed the meeting at 6:59 p.m. and reconvened the meeting at 7:07 p.m.



DELEGATIONS: 5.2 Wildland Urban Interface (WUI)

Clark McAskile (HL) gave a update on the Wildland Urban Interface (WUI) Team. Cpt. Scot Smith is the lead on the team. The WUI is funded by the government through the Fire Commissioners Office. There are three teams in the province. The team is comprised of two local individuals, one from the High River Fire Department, and one from Ontario.

The main thing the Team is working on is a 4-tier training program mainly for fire departments. The training is free, and the first three modules will be available in the Spring.

1. Awareness on Wildland Interface Fires (4 hour online course)
2. Operational (1 day training) understanding of engine operations and sprinkler systems
3. Tactical (command of the task force)

Over the next few months they will be testing and training each other. Training will be offered to other Fire Departments. The training will allow them to be certified by the Fire Commissioners Office and be able to assist throughout the province. Training will benefit local fire fighting efforts

The Team will also be bringing up Firesmart Canada to provide training on Firesmaring residential areas and assessments. Invitations will be sent out as space is available.

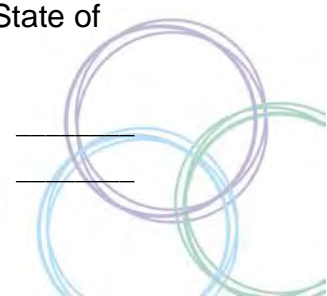
MOTION 24-19 MOVED by Deputy Mayor Smith (RL)

That the update on the Wildland Urban Interface (WUI) Team be received for information.

CARRIED BY CONSENSUS

DELEGATIONS: 5.3 Northwest Species at Risk (NWSAR) State of the Region Report

Byron Peters provided an update on the Northwest Species at Risk committee. The Committee is working on a State of the Region report primarily funded by the provincial



government through the Alberta Community Partnership Program (ACP).

The scope of the project was reduced to focus on a State of the Region Report. The challenge is to get good data for the region and they are trying to fill the gaps as best they can. Phone and in-person interviews are underway with a variety of stakeholders including industry, health, etc. They are hoping to be able to tell the story through these interviews.

Goals/Purpose

- Socio economic assessment prior to caribou work
- Strong tool for advocacy
- Good base for inter-municipal planning, etc.
- Building the dataset for the region
- Hoping to trend at least 10 years

Open Houses are being held in January 2020 subject to having enough data through the survey process.

Councillor Jorgensen (MC) stated that this should be valuable information moving into the Lower Peace Regional Plan.

MOTION 25-19

MOVED by Councillor Braun (MC)

That the Northwest Species at Risk (NWSAR) State of the Region Report be received for information.

CARRIED BY CONSENSUS

OLD BUSINESS:

6.1 Regional Appeal Boards

MOTION 26-19

MOVED by Councillor Braun (MC)

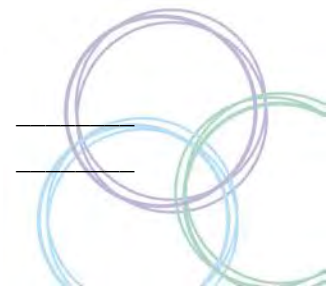
That the Tri-Council members enter into a Memorandum of Understanding with respect to regional appeal boards as presented.

CARRIED BY CONSENSUS

OLD BUSINESS:

6.2 Lobby Government Effectively Seminar Follow-up

General discussion regarding the seminar held on December 2, 2019.



MOTION 27-19

MOVED by Councillor Cardinal (MC)

That the Lobby Government Effectively Seminar follow-up be received for information.

CARRIED BY CONSENSUS

NEW BUSINESS:

7.1 Mackenzie Regional Charity Golf Tournament

MOTION 28-19

MOVED by Deputy Reeve Sarapuk (MC)

That the Mackenzie Regional Charity Golf Tournament update be received for information.

CARRIED BY CONSENSUS

OLD BUSINESS:

7.2 Proposed Farmland Expansion

Reeve Knelsen (MC) provided a brief update on the proposed farmland expansion. The expansion area is based on the Green/White Land Exchange agreement made with the provincial government in 1998. There are approximately 15,000 acres remaining to be sold from this original agreement.

Mackenzie County of send a copy of the map with the proposed expansion areas.

Deputy Mayor Langford (HL) asked if there is a plan for us to get together as a region to effectively lobby for the farmland expansion process.

It was requested to add the item to the next meeting agenda.

MOTION 29-19

MOVED by Deputy Reeve Sarapuk (MC)

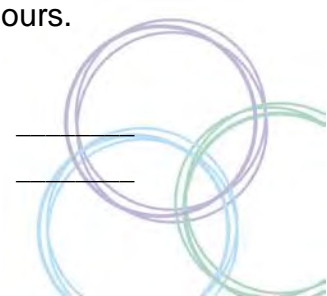
That the proposed farmland expansion update be received for information.

CARRIED BY CONSENSUS

NEW BUSINESS:

7.3 High Level Post Office Hours

Deputy Reeve Sarapuk (MC) addressed the concern regarding the lack of access to the post office after hours.



Councillor Welke (HL) stated that an overflow post office exists in the drug store and perhaps that would be an option for rural residents.

MOTION 30-19

MOVED by Councillor Wardley (MC)

That the Tri-Council send a letter to Canada Post to discuss options for extended access hours to the Post Office in the Town of High Level.

CARRIED BY CONSENSUS

CORRESPONDENCE: 8.0 Correspondence

MOTION 31-19

MOVED by Councillor Morgan (HL)

That the correspondence items be received for information.

CARRIED BY CONSENSUS

NEXT MEETING:

9.1 Next Meeting Date

The next meeting is scheduled to be held Wednesday, March 4, 2020 hosted by the Town of Rainbow Lake.

ADJOURNMENT

10.0 Adjournment

MOTION 32-19

MOVED by Mayor Farris (RL)

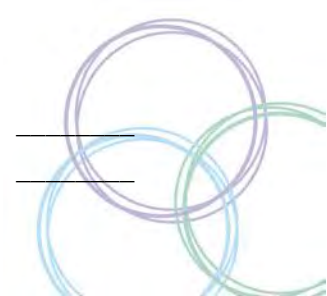
That the Tri-Council meeting be adjourned at 7:45 p.m.

CARRIED BY CONSENSUS

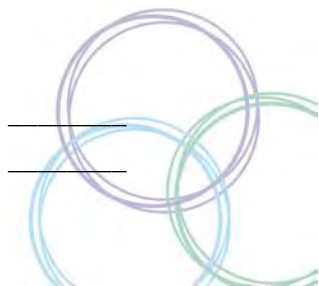
These minutes will be presented to the Tri-Council for approval on March 4, 2020.

Mackenzie County

Town of High Level



Town of Rainbow Lake

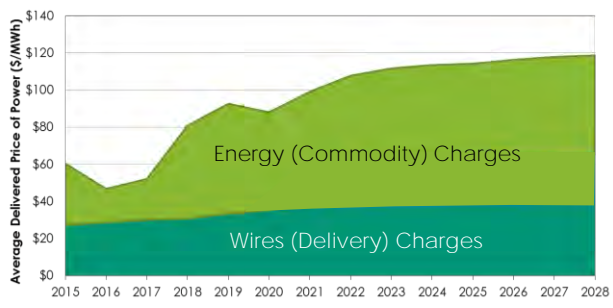







Mackenzie County Community Power Generation

Oil & gas producers, who have been active in the County for decades supporting the local economy, are abandoning and reclaiming assets. The loss of this industry and resources will have a ripple effect through the County. One option to slow this impact, would be to take over ownership locally of profitable assets to provide a fuel source for local electrical generation. The profits of which will be returned to the County and its residents.

The Need for Action

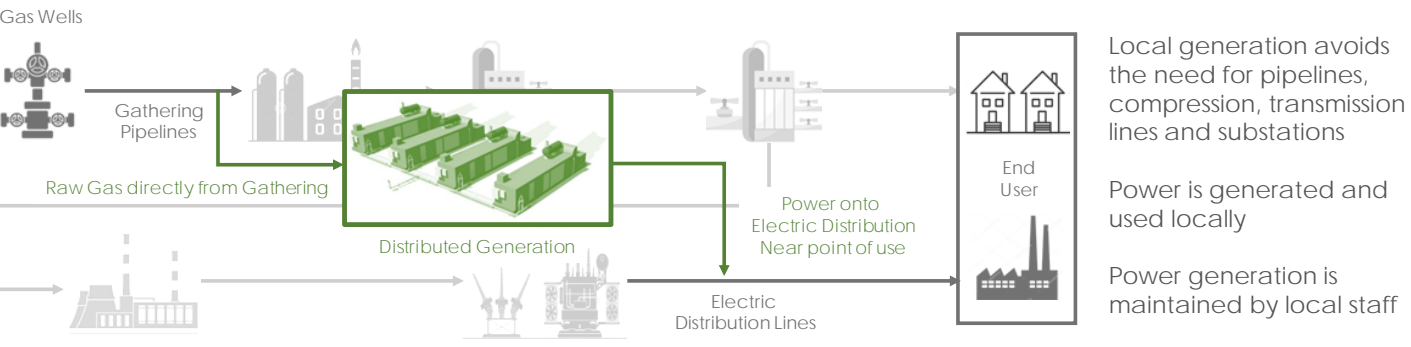


Proposed Solution

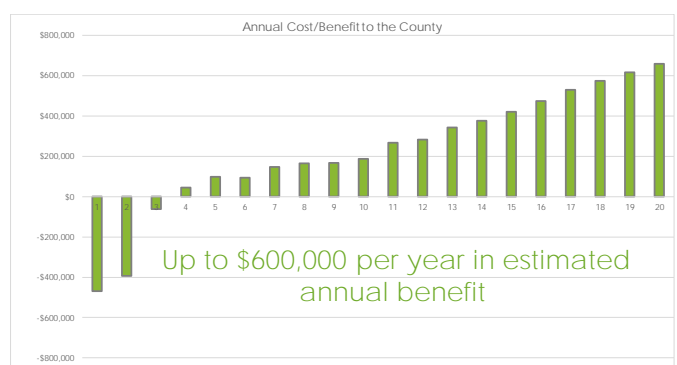
-  Acquire local gas wells that are going to be abandoned
-  Partner with power generation expert
Sell power into the grid
-  Use solution to:
 - Generate revenue for County
 - Create local jobs
 - Incentivize business to locate within County

The delivered price of power is increasing, affecting the cost of power for residents, but also providing opportunities for economic development

How it Works:



Indicative Local Benefits



Support Required:

Acquisition of the wells requires a letter of credit to support the Alberta Energy Regulator (AER) Liability Management Rating (LMR). This is the difference between the calculated "deemed value" of the assets (the wells) versus the calculated liability.

Generation of power is a viable way to significantly exceed the "deemed value", as prices increase year over year.

LMR Value: \$8 million.

For More Information:

Lisa Wardley
Chairperson, Regional Economic Development Initiative
(780) 841-5799
lisa@mackenziecounty.com

Geoff Lester
President and CEO, Lionstooth Energy
(587) 436-9991
Geoff.lester@lionstoothenergy.com



Date: Friday December 13th 9:30 to 2:30PM
Location: Brownlee Building - MD of Spirit River
4202-50th Street Spirit River, Alberta
[FIND IT MAP](#) 780-527-6232 (Call PREDA for HELP)

AGENDA

- 9:30 AM Coffee / Networking
- 10:00AM Welcome – Carolyn Kolebaba (Chair), Northern Sunrise County

A. NTAB Administration:

- Review & Approval of Agenda /Additions
- Review & Approval of YTD Finances – November 2019 (Attachment 1)

B. NTAB Leadership

- 10:30AM **B.1** Review of Strategic Direction & Membership Priorities – July 2019 (Attachment 2)
- 12:00PM Lunch / Local Producer Showcase
- 12:30 **B.2** Rail from Alberta to Alaska Update – A Nation Building Vision That Opens Canada’s North to International Trade - Matt Vickers from G7G will provide an update on the vision and progress to date. Video Teleconference
- 1:00 **B.3** Grande Prairie Regional Airport – William Stewart will provide an update on usage, local passenger profiles, and upcoming plans for the GPRA.
- 2:00 **B.4** Northern Alberta Transportation - Open Topics

B.4a Re-opening of Port Churchill (Attachment 3a / 3b & [Video Link](#))

It took 18 months for Churchill to have its rail service re-instated following a spring thaw in 2017 that collapsed 19 sections along the route. The residents and businesses of Churchill were caught between an international owner and Canada’s federal government both reluctant to take ownership of the repairs needed. Food and cost of living skyrocketed, while tourism and businesses collapsed. In the Peace country we have numerous sections of our road and rail that are susceptible to freeze/thaw collapses. This topic is researched for NTAB from a larger oversight issue – Canada’s North and access - to food, to health services, and resident mobility .

B.4b Bitumen Exported from Prince Rupert (Attachment 4 & [Video Link 1](#) [Video Link 2](#))

This topic was first presented to NTAB by Member Canadian National Railways, who were then researching the shipment of Alberta’s Bitumen in hard form (Canapux). A month ago, another company (Melius Energy) was successful in creating a similar product and getting it shipped to China out of the Port of Prince Rupert. Because it is hard form and uses of containers (Vs Tankers) it bypasses Bill C48 restrictions. The innovation can transform Alberta’s energy export opportunities.



B.4c Beaverlodge/Hythe rail loop up to Rycroft grain terminals

The posting is shown on the interactive CN map but can't print. Perhaps the County of Grande Prairie member could shed light on the topic? When did it become operational, who built the loop, What is being shipped, how much ?

B.4d Familiarization Tour / Dignitary Hosting – Valdez, Prince Rupert, Churchill

Depending on which location NTAB chooses and whether it is by commercial available or charter (which NTAB would have to also pay accommodation costs of pilots overnights and landing fees). Also, NTAB would cover the costs of NTAB members transport from airport and local event hosting at a ~ cost of \$5000 to \$10,000. NTAB could sponsor 1 person per member at \$1000 (\$14,000 max + 1 staff person for full costs ~ 17,000 in total). The remaining total of the costs per member would have to be approved by the NTAB Member municipality .

- 1) Commercial Fly Cost per Grande Prairie to Valdez . Alaska \$1200 + Travel to GP & Hotel & Daily
- 2) Commercial Fly Cost per Grande Prairie to Prince Rupert, BC \$500 + Travel to GP & Hotel & Daily
- 3) Commercial Fly Cost per Grande Prairie to Churchill = \$2000 + Travel to GP & Hotel & Daily
Cost from GP to Winnipeg - \$500 + Travel to GP & Hotel & Daily Stipends
Winnipeg to Churchill - \$1500 Travel to GP & Hotel & Daily Stipends

B.4e WESTAC Membership (Attachment 5)

For over forty years, WESTAC members representing the private sector, government and labour have demonstrated their leadership by working collectively to resolve the constraints and inefficiencies that undermine the performance of Western Canada's supply chain and transportation sector. WESTAC operates as a not-for-profit, non-partisan forum. Previously NCDC was actively engaged as a reciprocal member of WESTAC. Their credibility and influence can be of great assistance to a small group like NTAB. A list of WESTAC membership is attached. Membership is very expensive (~25K) and exclusively determined by review / approval process. The next scheduled event is in April 2020 (Edmonton) – Members Only

2:30 – Next Meeting / Adjournment

THANK-YOU TO OUR MEETING SPONSOR

