


MACKENZIE COUNTY

REGULAR COUNCIL MEETING

MAY 27, 2020
10:00 AM

FORT VERMILION COUNCIL
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Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, May 27, 2020
10:00 a.m.**

**Fort Vermilion Council Chambers and
Live-streamed at [facebook.com/MackenzieCounty/Videos](https://www.facebook.com/MackenzieCounty/Videos)**

Fort Vermilion, Alberta

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the April 22, 2020 Regular Council Meeting	7
		b) Minutes of the May 22, 2020 Special Council Meeting	19
		c) Business Arising out of the Minutes	
DELEGATIONS:	4.	a)	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) None	
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	6.	a) None	
GENERAL REPORTS:	7.	a) Mackenzie County Emergency Management Team Updates (verbal) <ul style="list-style-type: none">• COVID-19 Pandemic• Fort Vermilion Flood & Disaster Recovery Update	
		b)	
AGRICULTURE SERVICES:	8.	a)	

		b)		
COMMUNITY SERVICES:	9.	a)	Zama Recreation Society – Request for Maintenance Partnership	25
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		c)		
ADMINISTRATION:	14.	a)	COVID-19 Town Hall Meetings – Authorization to Claim	79
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- COUNCIL COMMITTEE REPORTS:**
- 15. a) Council Committee Reports (verbal)
 - b) Community Services Committee Meeting Minutes 91
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- INFORMATION / CORRESPONDENCE:**
- 16. a) Information/Correspondence 131
- CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
- 17. a) Insignia Energy Ltd. – Requests for Tax Reduction (s. 17, 27)
 - b) Staffing (s. 17, 24)
 - c)
- NOTICE OF MOTION:**
- 18. a)
- NEXT MEETING DATES:**
- 19. a) Regular Council Meeting
June 10, 2020
10:00 a.m.
Fort Vermilion Council Chambers
 - b) Committee of the Whole Meeting
June 23, 2020
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:**
- 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the April 22, 2020 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 22, 2020, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the April 22, 2020 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 22, 2020
12:30 p.m.**

**Fort Vermilion Council Chambers
and Live Stream (Mackenzie County Facebook)
Fort Vermilion, AB**

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve (via teleconference)
Jacquie Bateman Councillor (joined the meeting at 12:48 p.m.
via teleconference)
Peter F. Braun Councillor (via teleconference)
Cameron Cardinal Councillor
David Driedger Councillor
Eric Jorgensen Councillor (via teleconference)
Anthony Peters Councillor (via teleconference)
Ernest Peters Councillor

REGRETS: Lisa Wardley Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Carol Gabriel Deputy Chief Administrative Officer/
Recording Secretary
Byron Peters Director of Planning and Development
(teleconference)
Fred Wiebe Director of Utilities
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
David Fehr Director of Operations

ALSO PRESENT:

Minutes of the Regular Council meeting for Mackenzie County held on April 22, 2020 in the Council Chambers at the Fort Vermilion County Office and live streamed on Mackenzie County Facebook.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 12:30 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 20-04-251 MOVED by Councillor Braun

That the agenda be approved with the following additions:
11. a) Peace River Ice Jam Update

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) Minutes of the March 25, 2020 Regular Council Meeting

MOTION 20-04-252

MOVED by Councillor E. Peters

That the minutes of the April 7, 2020 Regular Council meeting be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. b) Business Arising out of the Minutes

None.

DELEGATIONS:

4. a) None

TENDERS:

5. a) None

**GENERAL
REPORTS:**

7. a) COVID-19 Pandemic Update (verbal)

Councillor Bateman joined the meeting at 12:48 p.m.

MOTION 20-04-253

MOVED by Councillor Driedger

That the COVID-19 Pandemic update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

8. a) None

**COMMUNITY
SERVICES:**

9. a) None

FINANCE:

10. a) Bylaw 1179-20 2020 Tax Rate

MOTION 20-04-254
Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 1179-20 being the 2020 Tax Rate bylaw for Mackenzie County.

CARRIED

MOTION 20-04-255
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That second reading be given to Bylaw 1179-20 being the 2020 Tax Rate bylaw for Mackenzie County.

CARRIED

MOTION 20-04-256
Requires Unanimous

MOVED by Councillor E. Peters

That consideration be given to go to third reading of Bylaw 1179-20 being the 2020 Tax Rate bylaw for Mackenzie County, at this meeting.

CARRIED UNANIMOUSLY

MOTION 20-04-257
Requires 2/3

MOVED by Councillor Driedger

That third reading be given to Bylaw 1179-20 being the 2020 Tax Rate bylaw for Mackenzie County.

CARRIED

FINANCE:

10. b) Bylaw 1180-20 Tax Penalty Bylaw Amendment

MOTION 20-04-258
Requires 2/3

MOVED by Councillor Driedger

That first reading be given to Bylaw 1180-20 being an amendment to the Tax Penalties bylaw for Mackenzie County, to amend the 2020 tax due date to July 31, 2020 and the tax penalty date to August 5, 2020 due to the COVID-19 Pandemic.

CARRIED

MOTION 20-04-259
Requires 2/3

MOVED by Councillor Braun

That second reading be given to Bylaw 1180-20 being an amendment to the Tax Penalties bylaw for Mackenzie County.

CARRIED

MOTION 20-04-260
Requires Unanimous

MOVED by Councillor E. Peters

That consideration be given to go to third reading of Bylaw 1180-20 being an amendment to the Tax Penalties bylaw for Mackenzie County, at this meeting.

CARRIED

MOTION 20-04-261
Requires 2/3

MOVED by Councillor Cardinal

That third reading be given to Bylaw 1180-20 being an amendment to the Tax Penalties bylaw for Mackenzie County.

CARRIED

OPERATIONS:

11. a) Peace River Ice Jam Update (ADDITION)

MOTION 20-04-262
Requires Unanimous

MOVED by Councillor E. Peters

That the Peace River ice jam update be received for information.

CARRIED

UTILITIES:

12. a) None

**PLANNING AND
DEVELOPMENT:**

13. a) Developer Incentive Options

MOTION 20-04-263

MOVED by Councillor Driedger

That administration develop a Tax Deferral and Reduction Policy to provide for developer incentives for new building development, which is reviewed annually or until the property is sold or rented.

CARRIED

PUBLIC HEARINGS:

Public hearings are scheduled for 1:00 p.m.

6. a) Bylaw 1172-20 Road Closure Bylaw for Plan 032 1316, Block 25, all of the lane lying north of Lots 20-23 and Plan 992 5549, Block 25 and all of the lane lying north of Lots 15-19 (La Crete)

Reeve Knelsen called the public hearing for Bylaw 1172-20 to order at 1:24 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1172-20 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 Road Closure. Byron Peters, Director of Planning and Development, presented the following:

Administration received a request from a developer to purchase the public utility lane that is located north of the following land locations:

Firstly: Plan 0321316, Block 25, All of the lane lying north of Lots 20 to 23 inclusive and lying north of the production westerly of the north boundary of Lot 23.

Secondly: Plan 9925549, Block 25, All of the lane lying north of Lots 15 to 19 inclusive and lying west of the production northerly of the east boundary of Lot 15.

The Developer wishes to purchase this piece of land to consolidate with his future proposed lots and register a URW in place of the lane which would allow utility access to the rear of the lots.

The applicant must purchase the public utility 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.

First reading was given on February 26, 2020.

In recent conversations with the developer, they are not convinced that it is worth the effort for only a one meter closure and is not essential for the proposed lots. The developer has worked with the surveyor and has been in discussions with the Northern Lights Gas Coop. They could live with the closure of the most northern portion.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1172-20.

- *Northern Lights Gas Co-op submitted a letter of concern, dated March 6, 2020, as they currently have an active gas*

line within the lane. The intention of back alleys (lanes) is for the natural gas line. Northern Lights Gas Co-op is not in favour of closing the lane and registering a Utility Right of Way instead.

- *Northern Lights Gas Co-op submitted an additional response (due to the rescheduling of the hearing), dated April 21, 2020, which states: We have located the line in the utility lane and have determined that it is located as per the map. At the farthest north point the line is 2 meters south of the north boundary of the lane. We would not oppose the utility lane being reduced in width by one meter along the north boundary of the lane.*

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

- *What does administration recommend moving forward? An option would be to conclude the public hearing, proceed with the recommended action and follow up with the developer.*
- *Why doesn't the development move them to the north? There is major sewer line infrastructure.*
- *Are all the lots the same size? No.*

Reeve Knelsen closed the public hearing for Bylaw 1172-20 at 1:30 p.m.

MOTION 20-04-264

MOVED by Councillor Braun

That Bylaw 1172-20 being a Road Closure Bylaw be TABLED until further confirmation is received by the Developer.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. b) Storm Sewer Development Fees

MOTION 20-04-265

MOVED by Councillor Braun

That the County and applicable developers co-develop a storm water management plan for the La Crete North Storm Catchment area (as delineated in red on the attached map), and that a storm water management fee of \$4,000/ha be applied effective immediately to subdivision applications within the defined catchment area, with a fee adjustment to be completed once detailed construction costs are finalized.

CARRIED

MOTION 20-04-266 **MOVED** by Councillor Braun

That an offsite levy bylaw be established for the La Crete North Storm Catchment area as soon as detailed construction costs are finalized.

CARRIED

ADMINISTRATION: **14. a) Forced Road Allowance (Rocky Lane)**

MOTION 20-04-267 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That administration proceed with obtaining the right-of-way on 26-108-14-W5M and that the budget be amended to include \$50,000 for surveying, etc. with funding coming from the General Operating Reserve.

CARRIED

ADMINISTRATION: **14. b) Federal Energy Stimulus Funding**

MOTION 20-04-268 **MOVED** by Councillor Braun

That a letter be sent to the Minister of Energy and the Alberta Orphan Well Association in support of our industry ratepayers and to request that a portion of the Federal energy stimulus funding be channeled to assist the energy communities, service businesses and families in northwestern Alberta.

CARRIED

ADMINISTRATION: **14. c) Caribou Update (standing item)**

MOTION 20-04-269 **MOVED** by Councillor Driedger

That the Caribou update be received for information.

CARRIED

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

MOTION 20-03-270 **MOVED** by Councillor Driedger

That the Council Committee reports be received for information.

CARRIED

INFORMATION / **16. a) Information/Correspondence**
CORRESPONDENCE:

MOTION 20-04-271 **MOVED** by Deputy Reeve Sarapuk

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

CARRIED

Reeve Knelsen recessed the meeting at 2:16 p.m. and reconvened the meeting at 2:25 p.m.

CLOSED MEETING: **17. Closed Meeting**

MOTION 20-04-272 **MOVED** by Councillor Cardinal

That Council move into a closed meeting at 2:25 p.m. to discuss the following:

17. a) Tax Deferral Request (*FOIP, Div. 2, Part 1, s. 17, 27*)

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/Recording Secretary
- Jennifer Batt, Director of Finance
- Byron Peters, Director of Planning & Development
- Fred Wiebe, Director of Utilities
- Don Roberts, Director of Community Services

MOTION 20-04-273 **MOVED** by Deputy Reeve Sarapuk

That Council move out of a closed meeting at 2:51 p.m.

CARRIED

MOTION 20-04-274
Requires 2/3

MOVED by Councillor Braun

That administration prepare a 2020 Oil and Gas Sector Tax Payment Bylaw due to the COVID-19 pandemic for review at the next meeting.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

Regular Council Meeting
May 12, 2020
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 20-04-275 **MOVED** by Councillor Driedger

That the Council meeting be adjourned at 2:58 p.m.

CARRIED

These minutes will be presented to Council for approval on May 12, 2020.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the May 22, 2020 Special Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 22, 2020, Special Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the May 22, 2020 Special Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**May 22, 2020
10:00 a.m.**

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

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

REGRETS: David Driedger Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Carol Gabriel Deputy Chief Administrative Officer/
Recording Secretary
Byron Peters Director of Planning & Development
Fred Wiebe Director of Utilities
Jennifer Batt Director of Finance

ALSO PRESENT:

Minutes of the Special Council meeting for Mackenzie County held on May 22, 2020 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 20-05-276 MOVED by Councillor Wardley

That the agenda be approved as presented.

CARRIED

MINUTES FROM 3. a) None

**PREVIOUS
MEETING:**

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) None

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. Closed Meeting

MOTION 20-05-277 **MOVED** by Councillor Jorgensen

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

17. a) Fort Vermilion Future Development (*FOIP, Div. 2, Part 1, s. 23, 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/
Recording Secretary
- Jennifer Batt, Director of Finance
- Byron Peters, Director of Planning & Development
- Fred Wiebe, Director of Utilities

Reeve Knelsen recessed the meeting at 10:40 a.m. and reconvened the meeting at 11:00 a.m.

Reeve Knelsen recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:40 p.m.

MOTION 20-05-278

MOVED by Councillor Jorgensen

That Council move out of a closed meeting at 3:02 p.m.

CARRIED

MOTION 20-05-279

MOVED by Councillor Wardley

That charges be laid by Mackenzie County to the non-eligible individuals that fraudulently registered as an evacuee during the Fort Vermilion flood, and to evacuees that have incurred significant costs related to hotel room damages.

Councillor Jorgensen requested a recorded vote.

In Favor

Councillor Wardley
Councillor Bateman
Councillor Braun
Deputy Reeve Sarapuk
Reeve Knelsen
Councillor A. Peters
Councillor Cardinal
Councillor E. Peters

Opposed

Councillor Jorgensen

CARRIED

MOTION 20-05-280

MOVED by Councillor Braun

That administration compile a tentative plan on short and long-term recovery strategy.

CARRIED

MOTION 20-05-281 **MOVED** by Councillor Jorgensen

That the County host a telephone Town Hall in the near future.

CARRIED

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

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

Committee of the Whole Meeting
May 26, 2020
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
May 27, 2020
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **20. a) Adjournment**

MOTION 20-05-282 **MOVED** by Councillor Bateman

That the Council meeting be adjourned at 3:10 p.m.

CARRIED

These minutes will be presented to Council for approval on May 27, 2020.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Zama Recreation Society – Request for Maintenance Partnership

BACKGROUND / PROPOSAL:

A letter from the Zama Recreation Society (ZRS) was presented at the May 12, 2020 Community Services Committee Meeting. The ZRS offered to take on the grass and minor campground maintenance at the Zama Park /Campground and Community Hall Park on a trade system for the 2020 season. The trade was for eight campsites in the Zama campground.

The following motion was made:

MOTION CS-20-05-033 MOVED by Reeve Knelsen

That the Community Services Committee recommend to Council to accept the Parks and Maintenance Partnership Proposal from the Zama Recreation Society for the 2020 season.

CARRIED

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

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

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Parks and Maintenance Partnership Proposal from the Zama Recreation Society be accepted for the 2020 season.

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

Zama Recreation Society

Box 73

Zama City, AB T0H 4E0

May 12, 2020

RE: Park and Grass Maintenance – Lack of Summer Staff – Trade Proposal

The Zama Recreation Society acknowledges that Mackenzie County as laid off multiple staff and is not hiring summer staff this year. We wish to do our part and help keep our community beautiful and maintained. We are willing to take over the grass and minor campground maintenance at the Zama Park /Campground and Community Hall Park on a trade system for the 2020 season. There is some damages that need to be address due to Bison herds being in town all winter as well.

We do not have the equipment to complete the jobs so we are asking for the use of the zero-turn mower and the weed-eaters and other small tools if required, and for Mackenzie County to supply the fuel and repairs (if required) for the equipment used and to trade eight (8) campsites for zero cost to the ZRS for the 2020 season (residents are going to trade maintenance services for local camping).

This would allow the one remaining staff in Zama to maintain the rest of the community and complete all the other necessary job duties without having to worry about the Park and the Hall.

We hope that this is a satisfactory arrangement and that us partnering will take additional stress off the local staff and administration.

Zama Recreation Society



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Bylaw 1182-20 COVID-19 Pandemic Non-Residential Tax Payment Bylaw

BACKGROUND / PROPOSAL:

Currently the 2020 Combined Assessment and Tax Notice are scheduled to be mailed by end of May, 2020 with a due date of July 31, 2020. Bylaw 1136-19 and Amending Bylaw 1180-20 set out the penalties for nonpayment of Taxes and Tax Arrears. Taxes or any portion of the current tax year that remain unpaid after the due date have late penalties imposed on the following dates and rates as follows:

Current Taxes	August 5	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)
Current Taxes	November 1	Twelve per cent (12%)

At the April 22, 2020 Council meeting, the following motion was passed:

MOTION 20-04-274 **MOVED** by Councillor Braun
Requires 2/3

That administration prepare a 2020 Oil and Gas Sector Tax Payment Bylaw due to the COVID-19 pandemic for review at the next meeting.

CARRIED

At the time of the motion, requests for deferrals were received by those companies in the oil & gas sector, and administration has not received requests from any other Non-Residential ratepayers. Administration is now recommending that all Non-Residential properties be provided the recommended Tax Payment Bylaw option, to ensure that all options are offered to businesses in the time of this economic downturn. This payment option does not have to be entered into by any ratepayer within the County, and they can decide to start making payments sooner than the final date that the Tax Penalty Bylaw allows, however the option is there is so required.

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

Administration is recommending that Council pass a Bylaw to provide for payment of taxes by installments for non-residential properties for the 2020 tax year due to the COVID-19 pandemic as follows:

1. Non-Residential properties have an option to enter into a tax payment agreement by September 30, 2020, with no requirement to pay the 50% lump sum one time payment, however payments must be made proportionately by the end of the year;
2. No penalties will be applied to outstanding amounts if they enter into the agreement by July 31, 2020, even if payments do not begin until October 2020.

OPTIONS & BENEFITS:

Option:

Council may alter the due date of tax payments, if an agreement is entered into.

Benefit:

Provides some relief to ratepayers, and ensures that Municipal Affairs guidelines are being followed.

COSTS & SOURCE OF FUNDING:

Penalties that would be applied to unpaid non-residential taxes would not be applied to those that enter into an agreement. Estimated revenue reduction of \$90,000-\$160,000, however this revenue may be offset by the collection of taxes that may otherwise remain outstanding.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Administration would provide public notification through the County's website, social media, and the local paper.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1182-20 being a Bylaw to provide for payment of taxes by installments for Non-Residential properties for the 2020 tax year, due to the COVID-19 Pandemic.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1182-20 being a Bylaw to provide for payment of taxes by installments for Non-Residential properties for the 2020 tax year, due to the COVID-19 Pandemic.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1182-20 being a Bylaw to provide for payment of taxes by installments for Non-Residential properties for the 2020 tax year, due to the COVID-19 Pandemic, at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1182-20 being a Bylaw to provide for payment of taxes by installments for Non-Residential properties for the 2020 tax year, due to the COVID-19 Pandemic.

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

BYLAW NO. 1182-20

**A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
TO PROVIDE FOR PAYMENT OF TAXES BY INSTALLMENTS
FOR NON-RESIDENTIAL PROPERTIES FOR THE 2020 TAX YEAR**

WHEREAS, pursuant to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* and amendments thereto, the Council may pass a bylaw to permit taxes to be paid by installments, at the option of the ratepayer.

WHEREAS, Mackenzie County has adopted a Tax Payment Bylaw 1178-20, and

WHEREAS, due to the COVID-19 pandemic, Mackenzie County Council has deemed it desirable to pass a Bylaw specific to the Non-Residential properties for the 2020 tax year.

NOW THEREFORE, the Council of Mackenzie County in the province of Alberta, duly assembled, hereby enacts as follows:

PART 1 TITLE AND DEFINITIONS

1. In this Bylaw, the following words, terms or expression shall be defined as:

- (a) "Act" means the Municipal Government Act;
- (b) "Council", "property taxes", "local improvement taxes", and other words or phrases defined or used in the Act shall be the meaning provided or attributed in the Act.
- (c) "Estimated tax" due for the calendar year is the total amount payable in the prior year.

1.1 This bylaw may be cited as the "COVID-19 Pandemic Non-Residential Tax Payment Bylaw".

PART 2 INSTALLMENTS

2.1 The Tax Installment plan will be made available to Non-Residential property owners anytime throughout the year;

2.2 A Non-Residential property owner who wishes to pay property taxes and local improvement taxes with respect to a property tax by installments must make an agreement with Mackenzie County, which shall provide:

- (a) Payments being made by way of pre-authorized withdrawals, drawn directly from that person's bank account;
- (b) That payments shall be made monthly, commencing at anytime, subject that a preauthorized plan agreement is signed;
- (c) Lump sum payments can be made at anytime during the agreement, upon written notification, monthly payment amounts will be adjusted accordingly, as agreed upon by both parties;
- (d) If an agreement is entered into prior to July 31, 2020 and payments begin in either August, September, or October no penalties will be applied as long as this agreement is in good standing;
- (e) If payments commence in October or later, one lump sum payment equal to one half (1/2) the outstanding levy must be made at the time of entering into the agreement;
- (f) When payments commence, the payments to be made during each of the months shall be calculated as follows for the estimated or actual taxes due for the calendar year, including any outstanding balances/arrears:

Month	Payment Schedule
May	One eighth
June	One seventh
July	One sixth
August	One fifth
September	One fourth
October	One third
November	One half
December	One payment

- (g) An exemption from Mackenzie County's penalty bylaw in force to impose penalties for non-payment of taxes and tax arrears in accordance to 2.2 (d) above, provided the person is not in breach of the agreement;
- (h) That the penalty provisions of Mackenzie County's penalty bylaw in force to impose penalties for non-payment of taxes and tax arrears shall apply should the person breach the agreement, with such penalty to apply on the balance of tax outstanding on the date of breach;
- (i) In the event a person's bank fails to honour any pre-authorized payment it shall be deemed to be a breach of the agreement by the person and a non-sufficient funds fee in place shall be charged;

- (j) In the event a person's bank fails to honour a second pre-authorized payment in the same year it shall be deemed to be a breach of the agreement by the person, a non-sufficient funds fee in place shall be charged and the agreement will be terminated;
 - (k) The agreement shall be deemed to be null and void if all taxes (including local improvement charges) due with respect to the property or business as the case may be, are not paid in full up to December 31st of the year preceding the year in which the agreement is to commence.
- 2.3 That, if the preauthorized payment plan is cancelled at anytime by the ratepayer, or by the County due to non payment, or a person's bank fails to honour as per 2.2 (k), the ratepayer may not enter into another preauthorized payment agreement for a minimum of twelve (12) calendar months following the date of cancellation.
3. That this Bylaw shall come into force upon third and final reading.
4. This Bylaw expires on December 31, 2020.

Read a first time this ____ day of _____, 2020.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	2020 Capital Budget Funding

BACKGROUND / PROPOSAL:

During the 2020 Budget development, Council approved numerous Capital projects funding from the Gas Tax Fund, and various reserves. The Municipal Sustainability Initiative (MSI) grant (attached) was not used to fund any of these projects, as a large project required this funding, and administration was investigating options for funding from the Investing in Canada Infrastructure Program (ICIP) grant.

Administration has since been notified that the ICIP grant is not available this year, and as such administration is recommending to fund the following projects from the MSI grant allocation of \$2,420,267.

<i>FS01 Mill Razor</i>	<i>405,000</i>	<i>Vehicle & Equipment Reserve</i>
<i>FS02 AWD Graders x3</i>	<i>1,695,000</i>	<i>Vehicle & Equipment Reserve \$500,000, General Capital Reserve \$765,000, Trade In Value \$430,000</i>

OPTIONS & BENEFITS:

Option #1

Council amend all capital projects funded by Reserve to be funded by the MSI funding stream totaling \$ 1,670,000.

Benefit:

That the reserve funding remains in place for future capital projects, and infrastructure improvements required.

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

Option #2

Receive this report for information.

COSTS & SOURCE OF FUNDING:

2020 Capital Budget
Municipal Sustainability Initiative (MSI) grant

or

Various Reserves

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2020 Capital Budget be amended to have the following projects funded by the Municipal Sustainability Initiative (MSI) grant:

Mill Razer	\$405,000
AWD Graders	\$1,265,000

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



ALBERTA

MUNICIPAL AFFAIRS

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

AR100068

May 19, 2020

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

Dear Reeve Knelsen,

Over the past few months, our government has taken strong measures to protect Albertans and to support our communities through these extraordinarily difficult times. This includes passing Budget 2020, which builds on our government's commitment to support Alberta municipalities and Metis Settlements. It also includes numerous other measures to support Albertans and respond to the impacts of the COVID-19 pandemic.

As part of the commitment to our local government partners, I am pleased to confirm that \$993 million will be allocated to local governments in 2020 under the Municipal Sustainability Initiative (MSI).

For Mackenzie County:

- The **2020 MSI capital allocation is \$3,028,761**. This includes \$2,420,067 in MSI capital funding and \$608,694 in Basic Municipal Transportation Grant funding.
- The **2020 MSI operating allocation \$119,227**.

In light of the current public health and economic crisis, communities are facing unprecedented financial pressures and our government understands this. To help you in addressing these pressures, we are allowing local governments to use MSI operating for any local government expenditure in the 2020 program year and expediting payment of 2020 MSI operating allocations to qualifying local governments.

.../2

We are also making an administrative change to the MSI Capital program to ensure you will receive your payment when you truly need it. Capital funding will be available for those projects that are ready to proceed, which will support economic activity and increase employment across Alberta. You will have received information on these changes recently via email.

To help municipalities and Metis Settlements with capital planning, we have updated the 2021 MSI allocation estimates. Like the estimates provided in November 2019, these amounts are based on the 2021 MSI funding target of \$927.2 million; however, they incorporate more current formula data. In 2022 and beyond, grant funding amounts will be determined by the *Local Government Fiscal Framework Act*.

Links to the 2020 MSI funding amounts for all municipalities and Metis Settlements, the 2021 MSI capital allocation estimates, and the program guidelines are available on the program website. Funding amounts under the federal Gas Tax Fund (GTF) will be confirmed after Infrastructure Canada confirms the total GTF funding amount allocated to the Province in 2020.

I am proud of the work you and your staff are doing to protect our communities in these challenging times, and Municipal Affairs will continue working with you to ensure Alberta's recovery.

Yours very truly,



Kaycee Madu, QC
Minister

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County

Schedule 1 – Eligible Project Categories

The following section categorizes the general types of capital projects that are eligible for GTF funding. Eligible costs related to these categories are defined in Schedule 2.

1. Local Roads and Bridges

- Roadways, bridges, and related structures
- Railway or Light Rail Transit (LRT) grade separations and roadway crossings
- Other ancillary works such as sidewalks, commuter bikeways, lighting and energy efficient retrofitting, traffic control signals, pedestrian signals, storm drainage, and utility relocations (utility relocation costs are eligible only as part of a qualifying project)
- Traffic management projects such as major intersection improvements, major traffic signal coordination, etc.
- Noise attenuation devices as a part of a qualifying project, and rehabilitation of existing noise attenuation devices on qualifying roadways or transit ways, consistent with the municipality's noise attenuation policy
- Pedestrian trail systems along roadways

2. Highways

- Highway infrastructure
- Railway crossings
- Other ancillary works such as lighting, traffic control signals, pedestrian signals

3. Public Transit

- LRT lines, station structures, park and ride facilities, and LRT maintenance facilities. LRT lines must be designated in the municipality's transportation system bylaw
- Major public transit terminals and transit garages
- Public transit vehicles, LRT vehicles, "low-floor" standard buses, "low-floor" articulated buses, and accessible community public transit vehicles as well as specialized transit vehicles for seniors and/or persons with disabilities
- Comprehensive transit-stop retrofit programs to achieve a "barrier free path of travel" to accessible transit services
- Intelligent Transportation Systems (ITS) in support of public transit services

4. Drinking Water

- Water treatment facilities
- Water quality management and monitoring systems (e.g. SCADA system)
- Water pumping facilities
- Treated-water supply lines, storage facilities and related works
- Water distribution system extensions (including to and within new subdivisions), betterment, and replacements, including individual services to the property line and municipally owned water meters

5. Wastewater

- Wastewater collection system extensions (including to and within new subdivisions), betterment, and replacements, including service mains to the property line
- Wastewater pumping facilities and lift stations
- Wastewater lines from the collection system to the wastewater treatment facilities
- Wastewater treatment facilities
- Wastewater outfalls from the wastewater treatment facilities to the point of discharge or disposal and related works

6. Storm Water

- Storm water ditches and major relocation of existing storm water ditches
- Storm water or waterway flooding containment structures
- Storm water collection lines including service lines, and catch basins
- Storm water retention ponds and treatment facilities
- Storm water outfalls to the point of discharge or disposal and related works

7. Solid Waste

- Waste collection depots
- Solid waste and recycling collection container systems only eligible if part of the construction of a waste collection depot
- Recycling and material recovery facilities
- Organics management systems
- Thermal treatment systems
- Waste disposal landfills

8. Sport Infrastructure

- Amateur sports facilities, for example: skating rinks and arenas, baseball diamonds, swimming pools, ski areas, etc.
Note: excludes facilities, including arenas, which would be used as the home of professional sports teams or major junior hockey teams (for example, Western Hockey League)

9. Recreational Infrastructure

- Playgrounds and equipment
- Permanent park facilities
- Public wharves, docks, and piers
- Trail systems

10. Community Energy Systems

- Building retrofits that serve to improve the energy efficiency of current operations, for example:
 - Architectural retrofits that reduce heat transfer (gain or loss) through building components (e.g. walls, roofs, doors and windows)
 - Modifying or upgrading Heating, Ventilating and Air-Conditioning systems (HVAC) to newer, more energy efficient models (e.g., Energy Star qualified furnaces, air conditioners and programmable thermostats)
 - Upgrading insulation, weather-stripping and/or replacing windows with modern sealed-glass windows
 - Upgrading to an energy efficient furnace/hot water heater
 - Upgrading or retrofitting the interior and/or exterior lighting to energy saving alternatives
 - Green power generation (e.g., solar pool, geothermal pool, or ground-source heat pump)
- Reinforcement, expansion of existing and construction of new transmission grids to transmit clean electricity; including smart grid technologies
- Renewable Electricity Generation facilities (e.g., wind energy, solar energy, small scale hydro)
- Thermal heat/cooling delivery system (i.e. district energy systems) using renewable or combined heat/power plants
- Projects for new or material rehabilitation or expansion of carbon transmission and storage infrastructure
- Electric vehicle infrastructure

11. Cultural Infrastructure

- Cultural or community centres
- Performing arts facilities
- Museums and Art galleries
- Designated local heritage sites

12. Tourism Infrastructure

- Campground facilities
- Convention or trade centres
- Exhibition buildings
- Tourist facilities
- Zoo facilities

13. Capacity Building

- Infrastructure management systems capable of recording and retrieving information on various types of infrastructure, including key infrastructure characteristics and condition, on a consistent basis to assist systematic infrastructure planning and management, for example:
 - purchase of computer hardware and software to facilitate the Municipal Infrastructure Management System (MIMS) or other infrastructure management systems
 - collection and input of municipal infrastructure asset data

14. Disaster Mitigation

- Other infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters, for example:
 - Infrastructure to manage and control flood water movement, including floodwalls and flood gates
 - River stabilization infrastructure, including spurs, berms and ripraps

Note: excludes normal routine, maintenance and operational work (e.g., dredging of sediment, gravel removal, debris traps, removal of trees and shrubs in firebreak zones, etc.)

15. Short-line Rail

- Railway construction or rehabilitation
- Buildings or other related infrastructure

16. Short-sea Shipping

- Shipping terminals or other related infrastructure

17. Brownfield Redevelopment

- Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes:
 - the construction of public infrastructure as identified in the context of any other category under the GTF
 - the construction of municipal use public parks and publicly-owned social housing

18. Broadband Connectivity

- Network connectivity infrastructure, including high-speed backbone networks, fiber optic cables and transmitting towers
- Servers and server applications
- Data storage infrastructure
- Local distribution networks
- Satellite capacity infrastructure

19. Regional and Local Airports

- Primary runway, cross-wind runways, secondary runways and taxiways, and runway extensions
- Aprons
- Primary taxiway from main/terminal apron to runway
- Airport buildings, including terminals and storage areas/sheds
- Development areas, access roads, fencing and drainage
- Lighting and navigation equipment

Note: excludes infrastructure that is part of the National Airport System

Schedule 2 – Eligible Expenditures

Eligible expenditures are limited to the following:

- the expenditures associated with acquiring, planning, designing, constructing or renovating a tangible capital asset, as defined by Generally Accepted Accounting Principles (GAAP), and any related debt financing charges specifically identified with that asset;
- for capacity building category only, the expenditures related to strengthening the ability of municipalities to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and asset management plans. The expenditures could include developing and implementing:
 - studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - training directly related to asset management planning; and
 - long-term infrastructure plans.
- the expenditures directly associated with joint federal communication activities and with federal project signage;
- the incremental costs of the employees or leasing of equipment under the following conditions:
 - the municipality must declare that it is not economically feasible to tender a contract;
 - the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
 - the arrangement is approved through the project submission process.
- the cost of feasibility or engineering studies if the infrastructure related to the study has proceeded to construction. Municipality will be required to substantiate project construction and its relationship to the study.

Schedule 3 – Ineligible Expenditures

The following expenditures are deemed ineligible:

- Project expenditures incurred before April 1, 2005;
- Project expenditures incurred before April 1, 2014 for the following categories:
 - highways;
 - regional and local airports;
 - short-line rail;
 - short-sea shipping;
 - disaster mitigation;
 - broadband connectivity;
 - brownfield redevelopment;
 - cultural infrastructure;
 - tourism infrastructure;
 - sport infrastructure; and
 - recreational infrastructure.
- the cost of leasing of equipment by the municipality, any overhead costs, including salaries and other employment benefits of any employees of the municipality, direct or indirect operating or administrative costs of the municipality, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with eligible expenditures above;
- taxes for which the municipality is eligible for a tax rebate and all other costs eligible for rebates;
- purchase of land or any interest therein, and related costs
- legal fees;
- routine repair and maintenance costs;
- investments in health infrastructure (hospitals, convalescent and senior centres, and;
- project costs structured to be financed by an established, long term funding strategy (e.g. Off-site or Community Revitalization levies).



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Telus Communications Inc. – Food Bank Donation

BACKGROUND / PROPOSAL:

Administration received notice from Telus Communications Inc. Manager, Brian Bettis, that Telus Communications Inc. is donating \$5,000 to the County’s local food banks due to the overland flood. This donation is to provide relief support the food banks with additional funds in assisting residents that may require their services at this time.

The request was for the funds to be distributed between the local foods banks, and Indigenous Friendship Center in the area.

Residents that were affected have been able to access the High Level Friendship Center, La Crete Food Bank delivered through FCSS, and the newly developed Food Bank delivered through the Metis Association #74 in Fort Vermilion. Administration is recommending that the amount be distributed in the proportionate share of demand as follows:

- High Level Friendship Center - \$1,250.00 (25%)
- La Crete FCSS - \$1,250.00 (25%)
- Metis Association #74* - \$2,550.00 (50%)

*Funds to the Metis Association would have to be delivered to the High Level Friendship Center as they currently are accepting cash donations on behalf of the Metis Association #74 food bank.

OPTIONS & BENEFITS:

N/A

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

COSTS & SOURCE OF FUNDING:

No cost to the County.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to communicate the County’s appreciation of Telus Communications Inc. ongoing support to the community, and the region.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

- Simple Majority
- Requires 2/3
- Requires Unanimous

That the 2020 operating budget be amended by \$5,000 for the donation from Telus Communications Inc., and be distributed as follows:

High Level Friendship Center	- \$1,250.00 (25%)
La Crete FCSS	- \$1,250.00 (25%)
Metis Association #74	- \$2,550.00 (50%)

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

From: [Melissa Rodriguez](#)
To: [Len Racher](#)
Subject: TELUS Donation | Food Bank and Indigenous Friendship Centre
Date: May 13, 2020 12:07:50 PM

Hi Len,

Brian has requested that a donation of \$5K EFT be directly transferred to the Mackenzie County account for relief support of the recent floods.
Brian would like to have the funds divided between the local Food Bank and Indigenous Friendship Centre.

The money will be in the Mackenzie County account tomorrow.

If you have any questions or concerns please don't hesitate to connect with Brian.

Thank you.
Have a wonderful day,

Melissa

Melissa Rodriguez
Administrative Assistant to Brian Bettis
TELUS Communications Inc.
Northern Alberta - Customer Solutions Delivery
TELUS® | the future is friendly®
(780) 792-5800 Business
(587) 645-2598 Mobile
melissa.rodriguez@telus.com

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Willie Schmidt, Fleet Maintenance Manager
Title:	Damaged Water Truck – Unit # 2013

BACKGROUND / PROPOSAL:

The water truck in Fort Vermilion suffered flood damage and is deemed non-repairable by our insurance provider. The insurance company will not be deducting salvage value. Administration would like Council approval to dispose of the unit locally as salvage only.

OPTIONS & BENEFITS:

Do not replace the damaged water truck with a new water truck. Sell the damaged unit for salvage only. Hire water trucks as needed for operations.

COSTS & SOURCE OF FUNDING:

From our insurance provider we will receive a full payout from original cost, minus the \$1,000 deductible, \$43,930.

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Author: S Wheeler **Reviewed by:** W Schmidt **CAO:** _____

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion #1

- Simple Majority Requires 2/3 Requires Unanimous

That the flood damaged Water Truck be sold by locally advertised tender to the highest bid, as salvage only, and be brought to Council for awarding.

Motion #2

- Simple Majority Requires 2/3 Requires Unanimous

That the proceeds of insurance and the sale of the flood damaged Water Truck be allocated to the Vehicle & Equipment Reserve.

Author: S Wheeler **Reviewed by:** W Schmidt **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	David Fehr, Director of Operations
Title:	Calcium Chloride Dust Control

BACKGROUND / PROPOSAL:

Many rate payers have called Mackenzie County offices requesting to purchase dust control after the deadline, which was April 1. Persons are claiming they did not know the deadline had passed and were just assuming the application process was the same as last year.

On March 25, 2020 Council entered into a four-year term with Tiger Calcium to supply dust control product for sale to residents at cost.

Several Councillors have requested that this matter be brought to Council for further discussion.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Author: S Wheeler Reviewed by: D Fehr CAO: _____

POLICY REFERENCES:

Policy PW009 Dust Control
Fee Schedule Bylaw

Council Motions not yet reflected in the Dust Control Policy.

December 18, 2019 Council Budget Meeting

MOTION 19-12-810 **MOVED** by Councillor Bateman
Requires 2/3

That Motion 19-12-796 be rescinded and that the dust control program/fees be changed/increased as follows, as per Tracking Change #23:

- Seniors \$200.00 per application
- Regular \$935.00 per application (includes Residential, In-Hamlet Residential, Rural & Hamlet Commercial/Industrial and Schools)
- County Applied (Rural Intersections) – reduce by fifty percent (50%)
- Deadline for applications – April 1st

CARRIED

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: S Wheeler Reviewed by: D Fehr CAO: _____

Mackenzie County

Title	DUST CONTROL	Policy No:	PW009
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Legislation Reference	Municipal Government Act, Section 18
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Purpose To establish the procedures and standards for dust control on municipal roads.
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POLICY STATEMENT AND GUIDELINES

1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A Senior Citizen residence is a residence where one primary resident is over the age of 65.
- b) High Traffic Roads are those gravel surfaced roads which are through roads or have a minimum of 4 residences that travel past the applicant's property, who live within 100 meters from the roadway.
- c) Property Owners are those private residents that own property in the County that is fronted by a municipal road.

2. Dust Control:

- a) The municipality may apply dust control at their own cost on an annual basis, provided there is funding in the budget, in the following areas:
 - i) Hamlet Residential (including Hamlet Country Residential)
 - ii) Hamlet Commercial
 - iii) Hamlet Industrial
 - iv) High traffic zones within the hamlets
 - v) School zones
 - vi) 1 passing zone every 30 km and at major intersections along County roads built to provincial highway standards.
 - vii) Areas where the County identifies a safety concern. ie. County haul roads, intersections
- b) The municipality shall consider extending their dust control service on municipal

roads to Property Owners at a fee established by the Fee Schedule Bylaw on a first come, first serve basis. The length of the dust control application shall be a maximum of 200 linear meters for any applicant and/or property owner, please see attached application form Schedule 'A'.

- c) Rural commercial/industrial ventures must apply dust control, at their own cost, to problem areas as determined by the municipality. Non-compliance of this policy shall result in the area being serviced by the municipality on a full cost recovery basis.

3. Type of Dust Control Application

- a) Unless approved otherwise, the municipality's dust control agents shall be applied once in late spring. The application rate shall be as determined by the municipality.
- b) The municipality shall consider the impact on the environment and the financial resources available when it chooses dust control agents. Dust control agents must be approved by the appropriate government agency and be used in accordance with any relevant regulations and specifications.
- c) The municipality may authorize petroleum companies to spread oily by-products on municipal roads provided that
 - (i) the petroleum company has authorization from Alberta Environmental Protection, and other appropriate government agencies,
 - (ii) the application can be coordinated with municipal road maintenance programs, and
 - (iii) the application will not negatively impact the road.
- d) The municipality may authorize private residents to apply dust control on municipal roads adjacent to their property, as outlined in the attached application form Schedule 'B'.

4. Advertising

- a) A notice in the local newspaper annually in December shall advise the ratepayers of this policy, its costs, and the procedure to have a dust control product applied on a road.
- b) Application forms will be accepted from January 1 annually until budget depletion.

	Date	Resolution Number
Approved	2000-09-05	00-489
Amended	2002-05-07	02-314
Amended	2003-06-12	03-387
Amended	2003-12-02	03-588
Amended	2005-05-25	05-285
Amended	2007-05-08	07-426
Amended	2012-02-13	12-02-093
Amended	2012-06-12	12-06-397
Amended	2015-07-29	15-07-507
Amended	2017-05-09	17-05-342

Mackenzie County
RURAL RESIDENTIAL DUST CONTROL APPLICATION

Policy PW009 Schedule "A"

Applications will be accepted beginning January 1st annually.

Applicant Name: _____

Legal Land Location: _____

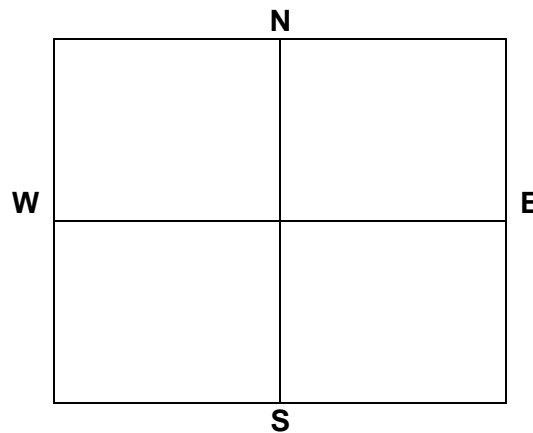
Rural Address: _____

Address: _____ Phone: _____

City: _____ Cell: _____

Province: _____ Postal Code: _____ Tax Roll: _____

1. On the map below identify the section of roadway where the dust control application is requested. Mark on any land marks, such as residences, accesses or utilities which will help identify the area to be treated.



Unless otherwise stated the dust control product will be placed equally on either side of the access.

Or apply: _____

2. Cost to applicant is established in the Fee Schedule Bylaw. Heavier applications or lengths longer than 200m will not be considered.
3. Mackenzie County reserves the right to:
- a) Accept or reject any request, and
 - b) Schedule the application of dust control at their convenience.
4. Should the request be rejected, the payment shall be refunded to the applicant.

Owner Signature: _____ Date: _____

County Staff: _____ Date: _____

For Office Use Only:

Date of Application: _____ Time of Application: _____

Amount Paid: _____ Type of Payment: _____ Receipt Number: _____

Inspected by: _____ Date: _____

Comments/Concerns: _____



Mackenzie County SENIOR DUST CONTROL APPLICATION

Policy PW009 Schedule "A"

Applications will be accepted beginning January 1st annually.

Applicant Name: _____

Date of Birth: _____ Confirmed Senior Citizenship: _____

Legal Land Location: _____

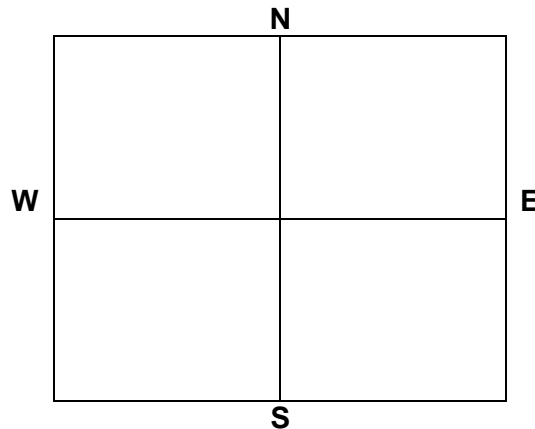
Rural Address: _____

Address: _____ Phone: _____

City: _____ Cell: _____

Province: _____ Postal Code: _____ Tax Roll: _____

1. On the map below identify the section of roadway where the dust control application is requested. Mark on any land marks, such as residences, accesses or utilities which will help identify the area to be treated.



Unless otherwise stated the dust control product will be placed equally on either side of the access.

Or apply: _____

2. Cost to applicant is established in the Fee Schedule Bylaw. Heavier applications or lengths longer than 200m will not be considered.
3. Mackenzie County reserves the right to:
 - a) Accept or reject any request, and
 - b) Schedule the application of dust control at their convenience.

Owner Signature: _____ Date: _____

County Staff: _____ Date: _____



For Office Use Only:

Date of Application: _____ Time of Application: _____

Amount Paid: _____ Type of Payment: _____ Receipt Number: _____

Inspected by: _____ Date: _____

Comments/Concerns: _____

Mackenzie County
REQUEST FOR APPROVAL FOR DUST SUPPRESSION
ON COUNTY ROADS
Policy PW009 Schedule "B"

We/I the undersigned are requesting permission to apply dust suppression according to the Alberta Environment Guidelines.

Applicant Name: _____

Address: _____ Phone: _____

City: _____ Cell: _____

Province: _____ Postal Code: _____ Tax Roll: _____

Legal Land Location: _____

Rural Address: _____

We/I the undersigned agree to apply the dust suppression as per the attached Alberta Environment Guidelines.

Signature of Applicant: _____ Date: _____

For Office Use Only:

Request Approved Copy Sent Date: _____

Request Refused Letter Sent Date: _____

Reason: _____

Director: _____ Date: _____

Guidelines for the Application of Used Oil on Road Surfaces

1. The application of used or waste refined oil
 - In the manufacture of pavement
 - On any land for the purpose of road construction, repair or dust suppression is authorized subject to the requirements specified in the preceding document.
2. No person shall mix used or waste refined oil with any material in the manufacture of pavement, or dispose of any used or waste refined oil on any land for the purposes of road construction, repair, or dust suppression, unless the used or waste refined oil meets the specifications identified in table below.
3. A representative sample of the used oil should be collected and tested for the parameters identified in the table below.

Used of Waste Oil Specifications for Dust Suppression (Constituent/Property Allowable Level)

Flash point (closed cup) 61°C minimum

Total arsenic 5.0 mg/L maximum

Total cadmium 3.0 mg/L maximum

Total halogens (as Cl) 1000.0 mg/L maximum

Total chromium 6.5 mg/L maximum

Total lead 50.0 mg/L maximum

Total polychlorinated biphenyls 0.5 mg/l maximum

Total zinc 1000.0 mg/L maximum

4. No person shall apply used or waste refined oil on any land for the purposes of road construction, repair, or dust suppression unless:
 - a) The used or waste refined oil meets the specifications of the preceding document
 - b) The location of proposed application is more than 25 meters from surface water or a domestic water supply source
 - c) The application rate will not result in a visible runoff of oil beyond the travelled portion of the road or other land.
 - d) The owner of the land or the person responsible for the road to which the oil is to be applied has given permission
 - e) Application is limited to two times per calendar year.

Developed in April 1998/Updated in January 2001

Used Oil for Road Surfaces

Used oil can be recycled or used to control dust, but only in accordance with Alberta Environment's Guidelines for the Application of Used Oil to Road Surfaces

These guidelines allow used oil to be applied for dust control under the following conditions:

- The applicator must have permission from the land owner or municipality responsible for the road.
- The oil must meet certain specifications for maximum contents of things like arsenic, cadmium, lead, etc. (These components are listed in the guidelines, but fortunately most waste oil from typical diesel or gasoline engines contains less than these limits, so farmers are not obligated to send their oil in for testing).
- The application of the oil must be more than 25 m from surface water (including sloughs) or a domestic water supply.
- The application rate cannot result in visible runoff of oil beyond the travelled portion of the road.
- Application of oil is limited to two times per year.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Fred Wiebe, Director of Utilities
Title:	Fort Vermilion Water Treatment Plant Insulation

BACKGROUND / PROPOSAL:

Fort Vermilion Water Plant experienced damage in the recent flooding event. A portion of the repairs that contractors will be carrying out will include replacement of a portion of insulation in the exterior walls that was damaged.

The water treatment plant has had issues with lack of proper insulation on its exterior walls of the original portion of the building. This part of the building has wrap insulation that is typically used on steel structure buildings and operators have had issues with plumbing freezing, truckfill card lock system requiring heat applied to keep it running, and a lot of heat loss as a result.

Administration is recommending to upgrade the insulation on the original portion of the water treatment plant at this time as the County will see savings through insurance covering costs for replacement and we would be responsible for the cost difference.

OPTIONS & BENEFITS:

Option 1: upgrade the insulation on the exterior walls of the original portion of the Fort Vermilion water treatment plant with a portion of the costs being covered through insurance.

This option would require additional funding to improve the insulation and heat retention of the building but should provide cost savings on heating and other maintenance issues the operational staff have had to deal with.

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

Option 2: replace the insulation to pre-flood conditions through insurance.

This option shouldn't require any additional capital costs but would continue to have higher heating costs due to heat loss.

COSTS & SOURCE OF FUNDING:

Administration should have some cost estimates ready prior to the Council meeting with funding coming out of the General Capital Reserve.

SUSTAINABILITY PLAN:

Nothing in the plan that addresses to this item directly.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include \$ _____ for upgrading the insulation on the original portion of the Fort Vermilion Water Treatment Plant building in coordination with the insurance repairs, with funding coming from the General Capital Reserve

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Fred Wiebe, Director of Utilities
Title:	Waterline to Hill Crest Community School

BACKGROUND / PROPOSAL:

Fort Vermilion School Division has applied to have a waterline installed to service the Hill Crest Community School. The current rural waterline is located 1600 meters from highway 697 at the intersection to the Hill Crest Community School.

Administration is working with Fort Vermilion School Division for the design and installation of this waterline which will be installed at their cost. Along with the design and install of the waterline, we would also look at installation of pumps at the existing Fort Vermilion rural truck fill to enable the water supply to Hill Crest Community School from the Fort Vermilion treatment system. For future consideration, administration has reviewed a plan that would see future rural truck fill located at the intersection of Highway 697 and TWP RD 1074 and will look at including this future plan as the design and installation of the waterline occurs.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Costs will be covered by the Fort Vermilion School Division.

SUSTAINABILITY PLAN:

Our sustainability plan states “Provide additional rural potable water truck fill sites so all residents reside within 35 minutes of potable water.” Which isn’t directly related to serving water to the school but would assist with providing a future truck fill in this area.

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That administration work with Fort Vermilion School Division for the design and installation of a rural waterline to service the Hill Crest Community School with costs being covered by Fort Vermilion School Division.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the 2020 capital budget be amended to include the Waterline to Hill Crest Community School project in the amount of \$400,000 with funding coming from the Fort Vermilion School Division capital renewal project fund.

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



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

May 25, 2020



Mr. Len Racher CAO
Mackenzie County
P.O. Box 640
Fort Vermilion, AB
T0H 1N0

Dear Len:

RE: Rural Waterline from Blumenort to Hill Crest Community School

The Fort Vermilion School Division would like to partner with Mackenzie County to complete the rural waterline to Hill Crest Community School. In discussion with yourself and Fred Wiebe Fort Vermilion School Division has received \$400,000 to commit to the project. The Caveat is that the water must be hooked up to the school. We are excited about the project and the potential of a treated truck fill facility on the corner in Blumenort.

The Government is requesting that the money be spent by October of 2020, so we hope you understand the immediacy of a decision. We do have the ability to complete other projects, but we are looking at partnerships with the County and funding spent 100% on local contractors wherever possible.

The School Division prides itself on spending its money locally as 0.94 cents of every dollar stays right here. This year in the pandemic the Fort Vermilion School Division is committing stimulus money to get local people back to work spending 4.5 million to maintain all our facilities.

Please have someone from Administration contact me asap if this is something you would like to move forward with. This will allow us to assign lead people and billing.

If you have any further questions, please feel free to contact me at (780) 927-3766.

Thank you,

A handwritten signature in blue ink, appearing to read "Michael McMann", with a long, sweeping underline.

Michael McMann
Superintendent
Fort Vermilion School Division

FORT VERMILION SCHOOL DIVISION
"Our Children, Our Students, Our Future"

P.O. BAG NO. 1, 5213 RIVER ROAD, FORT VERMILION, ALBERTA T0H 1N0 . TELEPHONE 780-927-3766 . FAX 780-927-4625



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1181-20 Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “HR-1” (Fort Vermilion)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “HR-1” in order to accommodate a Manufactured Home-Mobile for each lot. Currently, these lots in “FV-CC”, do not allow for residential uses.

There are many manufactured homes along 49 Avenue in Fort Vermilion which are close to these lots with the zoning of HR1. The lots that have been requested for a rezoning were among the properties that were flooded this past Spring.

The applicants would like to rezone these lots, because they feel that this area would be more valued as residential rental opportunities. A Manufactured Home-Mobile is a permitted use in the Hamlet Residential 1 “H-R1” zoning.

The intention of the H-R1 district is to provide for single family dwellings, within all HAMLETS through a variety of building forms while considering medium density residential forms permitted context compatibility.

Bylaw 11xx-20 was presented to the Municipal Planning Commission on May 14, 2020 where the following motion was made:

MPC 20-05-054 MOVED by Jacquie Bateman

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1”, subject to public hearing

Author: L Washkevich **Reviewed by:** C Smith **CAO:** _____

input.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

SUSTAINABILITY PLAN:

Strategy E25.2 Identify and promote each hamlet's strengths in relation to fostering family-friendly environments.

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

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1181-20 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1", subject to public hearing input.

Author: L Washkevich Reviewed by: C Smith CAO: _____

BYLAW NO. 1181-20
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a Manufactured Home-Mobile.

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

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

Plan 2938RS, Block 02, Lots 15 & 16

within the Hamlet of Fort Vermilion, be rezoned from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "HR-1" as outlined in Schedule "A" hereto attached.

READ a first time this ___ day of _____, 2020.

PUBLIC HEARING held this ___ day of _____, 2020

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

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

Joshua Knelsen
Reeve

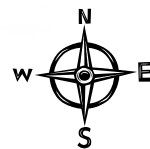
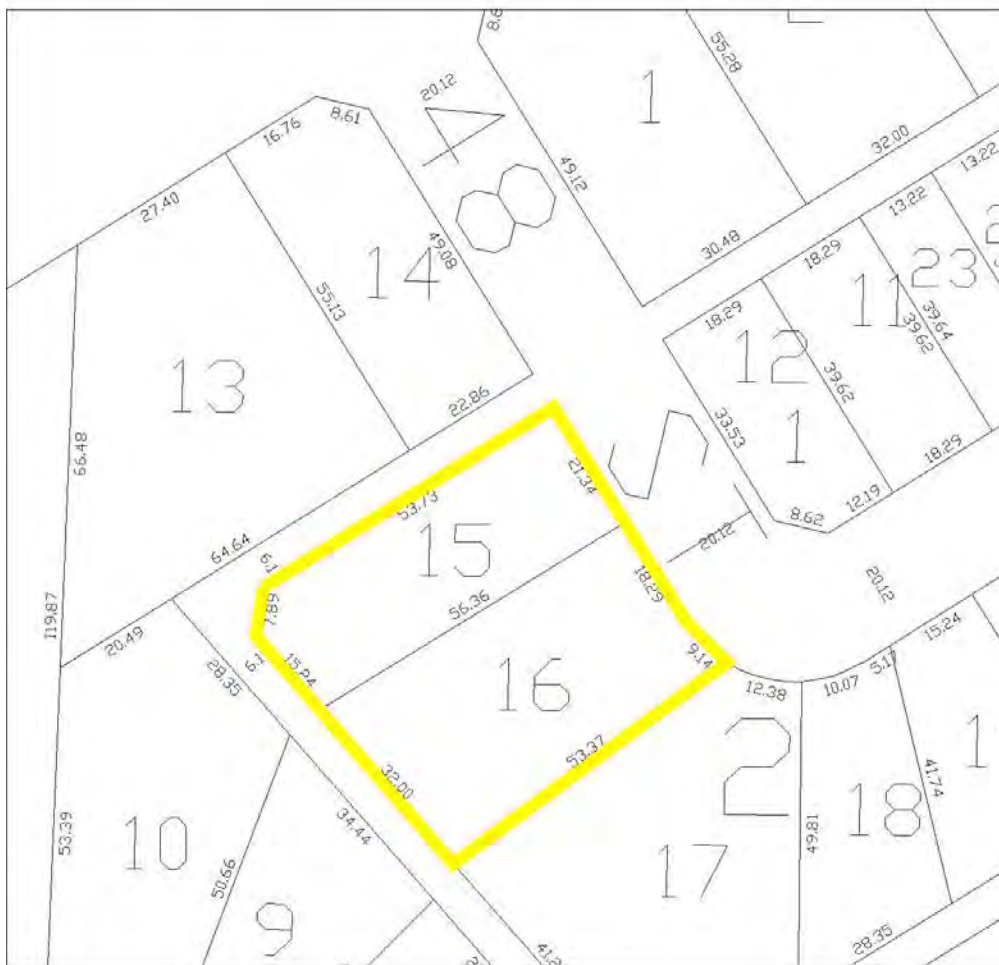
Lenard Racher
Chief Administrative Officer

BYLAW No. 1181-20

SCHEDULE "A"

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

Plan 2938RS, Block 02, Lots 15 & 16 within the Hamlet of Fort Vermilion, be rezoned from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1"



FROM: Fort Vermilion Commercial Centre "FV-CC"

TO: Hamlet Residential 1 "H-R1"

Mar/26/2020 3:41:46 PM

Mackenzie County La Crete 7809283836



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT DAVID FROESE / MARK BAER			
ADDRESS Box 841 / Box 467			
CITY/TOWN LA CRETE AB / FORT VERMILION TOHINO			
POSTAL CODE (RES.)	PHONE	BUS.	
	927-821-0860 / 927-83536		

COMPLETE ONLY IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER DAVID FROESE / MARK BAER			
ADDRESS Box 841 / Box 467			
CITY/TOWN LA CRETE AB / FORT VERMILION TOHINO			
POSTAL CODE	PHONE (RES.)	BUS.	
TOH2H0	780 821-7800 / 927-83536		

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: COMMERCIAL TO: RESIDENTIAL HRI

REASONS SUPPORTING PROPOSED AMENDMENT:

WE - DAVID FROESE LOT 15 - BLOCK 2 PLAN 2938RS
- MARK BAER LOT 16 BLOCK 2 PLAN 2938RS
BOTH MAKE APPLICATION TO REZONE THE ABOVE MENTIONED
PROPERTIES. WE FEEL THE WAY THE LOTS ARE THERE THEY
WILL NOT BE UTILIZED AND BY MAKING RESIDENCE AVAL.
IT WILL CLEAN UP THOSE TWO PROPERTIES.

I, DAVID FROESE AM MAKING APPLICATION ON BEHALF OF MYSELF AND MR. MARK BAER AND SIGNING FOR BOTH.

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

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

RECEIPT NO. _____

[Signature]
 FOR DAVID FROESE AND MARK BAER.

MARCH 24-2020
 DATE

APPLICANT SIGNATURE

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

[Signature]
 FOR DAVID FROESE AND MARK BAER

MARCH 24-2020
 DATE

REGISTERED OWNER SIGNATURE

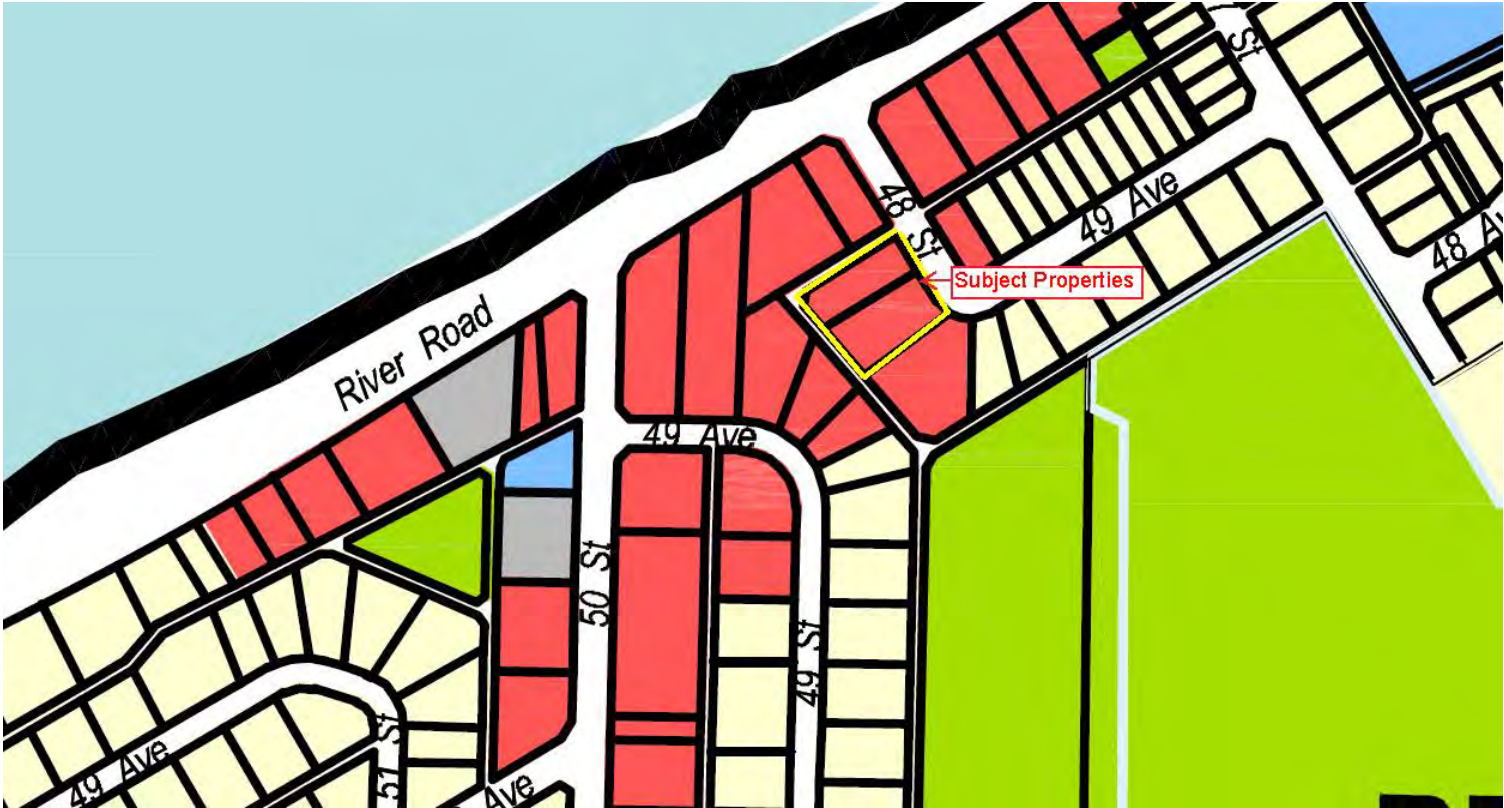
Mackenzie County
 Box 640, 4511-46 Avenue
 Fort Vermilion, AB T0H 1N0



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

Mark Baer Signature:
Mark Baer

BYLAW APPLICATION



File No. Bylaw 1181-20

Disclaimer

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Mackenzie County

NOT TO SCALE



BYLAW APPLICATION



File No. Bylaw 1181-20

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NOT TO SCALE



Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer Legislative & Support Services
Title:	COVID-19 Town Hall Meetings – Authorization to Claim

BACKGROUND / PROPOSAL:

Due to the COVID-19 pandemic, Council members have been receiving various invitations to participate in various Town Hall Meetings by the Provincial government, Rural Municipalities of Alberta, Alberta Urban Municipalities Association, etc.

According to the Honorariums & Expense Reimbursement Bylaw, attendance at meetings must be approved by Council to be eligible for reimbursement.

The Bylaw does not address these types of scenarios where advance notice/approval cannot be anticipated. As such, administration recommends that Councillors be authorized to participate and collect honorarium for Town Hall meetings setup by the Provincial Government, the Rural Municipalities of Alberta or the Alberta Urban Municipalities Association.

OPTIONS & BENEFITS:

Participation in Town Hall meetings allows Councillors to receive up to date information relating to the COVID-19 restrictions and implications to municipalities.

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

Updates by Council members attending either by email or at a Council meeting.

POLICY REFERENCES:

Bylaw 1161-19 Honorariums & Expense Reimbursement

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Councillors be authorized to participate and collect honorarium for attendance at Town Hall meetings setup by the Provincial Government, the Rural Municipalities of Alberta or the Alberta Urban Municipalities Association.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Len Racher, Chief Administrative Officer
Title:	Fort Vermilion School Division – Meeting Request

BACKGROUND / PROPOSAL:

Further to Mackenzie County’s letter dated April 22, 2020, the Fort Vermilion School Division has provided a written response dated May 25, 2020.

The Fort Vermilion School Division Board of Trustees and Administration is requesting a meeting with Mackenzie County Council and Administration to further discuss this initiative.

Please refer to the attached letter for more information.

OPTIONS & BENEFITS:

Due to COVID-19 restrictions on gatherings, no more than 15 people are allowed in one indoor location and no more than 50 people in one outdoor location.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

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

May 25, 2020



Mr. Len Racher
CAO Mackenzie County
P.O. Box 640,
Fort Vermilion, AB
T0H 1N0

Dear Len:

RE: LA CRETE "WELLNESS CENTER" PARTNERSHIP REQUEST

The Fort Vermilion School Division encourages Mackenzie County to continue the Wellness Center project. The Board of Trustees met with Councillor Driedger on May 20, 2020 to discuss the project. In order to decide on if the project can be attached to the school the Board of Trustees are finding answers to three very important questions:

1. Does the connection specifically the pool harm our business, which would impact enrolment?
2. Can we afford and to what level can we afford the utilities of said project?
3. What is our liability risk of the project being located on FVSD property?

In order for the Fort Vermilion School Division to enter a Memorandum of Understanding with the intent of creating a partnership agreement to advance this project we request a meeting between the FVSD School Board, the Mackenzie County Councillors and the respective administrations as soon as possible. If following this meeting you see fit a sub committee with speaking and decision-making authority could be formed.

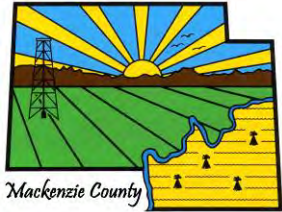
If you have any further questions, please feel free to contact me at (780) 927-3766.

Thank you,

Michael McMann
Superintendent
Fort Vermilion School Division

FORT VERMILION SCHOOL DIVISION
"Our Children, Our Students, Our Future"

P.O. BAG NO. 1, 5213 RIVER ROAD, FORT VERMILION, ALBERTA T0H 1N0 . TELEPHONE 780-927-3766 . FAX 780-927-4625



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

April 23, 2020

Mr. Mike McMann
Superintendent of Schools
Fort Vermilion School Division
P.O. Bag 1, 5213 River Rd,
Fort Vermilion, AB
T0H 1N0

Dear Mike:

RE: LA CRETE “WELLNESS CENTER” PARTNERSHIP REQUEST

Mackenzie County has been working with various organizations over the past few years to design and construct a “Wellness Center” consisting of a fieldhouse, second ice surface and aquatics facility in the Hamlet La Crete.

In June 2018 the Fort Vermilion School Division provided a letter of support for the project indicating its value for students and families in the region and assist in fulfilling the requirements of the Alberta curriculum.

As you are aware, the latest design of the project connects the fieldhouse and aquatics portion of the facility onto the La Crete Public School, on school division property. Additionally, the Fort Vermilion School Division has indicated that they would contribute to a portion of the operating costs and is willing to enter into a joint use agreement between the parties.

In order to take advantage of potential multiple revenue streams, we feel that a partnership between Mackenzie County and the Fort Vermilion School Division would be beneficial in order to bring this project to fruition. At this time, we are requesting that the Fort Vermilion School Division consider entering into a

...2

Fort Vermilion School Division

Page 2

April 23, 2020

Memorandum of Understanding with the intent of creating a partnership agreement in order to advance this project forward on the provincial level.

If you have any further questions please feel free to contact me at (780) 927-3718.

Thank you for your consideration.

Yours truly,

A handwritten signature in black ink that reads "Len Racher". The signature is written in a cursive style with a large, stylized 'L' and 'R'.

Lenard Racher
Chief Administrative Officer
Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Len Racher, Chief Administrative Officer
Title:	Rural Municipalities of Alberta District 4 Meeting

BACKGROUND / PROPOSAL:

See attached email from District 4 Director, Tom Burton, regarding the next District 4 meeting. He is looking for feedback by June 5, 2020.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

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

From: [Tom Burton](#)
To: [Tom Burton](#)
Subject: Next District 4 Meeting
Date: May 21, 2020 11:04:49 AM
Attachments: [image001.png](#)

Good Day

As we're under different times, I need to, reach out to everyone and ask a couple of questions.

1. What date would work best, for our next District 4 meeting?

Historically it's the second Friday of August, which is August 14th.

Would a different date or a day of the week, work better?

1. If, at the time of the scheduled meeting, there is still a restriction on the amount of people would can attend in person, do we want to hold a zoom meeting with a limit number of delegations who would present?

I would appreciated feedback on this questions, after your next council meeting, or by June 5th.

I need to start to work on our next District 4 meeting.

Thanks

Tom Burton

Director, District 4



Cell: 780.512.1558

Scheduling: 780.955.4076

RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the May 12, 2020 Community Services Meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved minutes of the Community Services Committee Meeting of May 12, 2020 be received for information.

Author: _____ Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Community Services Committee Meeting**

**May 12, 2020
2:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT: Lisa Wardley Chair, Councillor (teleconference)
Josh Knelsen Reeve
Peter F. Braun Councillor (teleconference)
Cameron Cardinal Councillor (arrived at 2:09 p.m.)
Eric Jorgensen Councillor (teleconference)

REGRETS:

ADMINISTRATION: Len Racher Chief Administrative Officer
Carol Gabriel Deputy Chief Administrative Officer
Don Roberts Director of Community Services
Dave Fehr Director of Operations
Jennifer Batt Director of Finance
Colleen Sarapuk Public Works Admin. Officer/Recording Secretary

ALSO PRESENT:

Minutes of the Community Services Committee meeting for Mackenzie County held on May 12, 2020 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Councillor Wardley called the meeting to order at 2:00 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION CS-20-05-027 MOVED by Reeve Knelsen

That the agenda be accepted with the additions;

- 4.c) River Access Plan
- 4.d) La Crete Ferry Campground
- 4.e) Machesis Lake Water Levels
- 4.f) Zama Recreation Society Request for Maintenance Partnership
- 4.g) DA Thomas Park

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) None

NEW BUSINESS: 4. a) **Playgrounds and Equipment**

MOTION CS-20-05-028 **MOVED** by Councillor Braun

That signs be posted at playgrounds stating that the playground equipment is to be used at own risk, and that bathrooms are not sanitized.

CARRIED

NEW BUSINESS: 4. b) **Campgrounds**

MOTION CS-20-05-029 **MOVED** by Councillor Cardinal

That administration move forward with opening the campgrounds as discussed.

CARRIED

NEW BUSINESS: 4. c) **River Access Plan (ADDITION)**

MOTION CS-20-05-030 **MOVED** by Councillor Cardinal

That the River Access Plan be received for information.

CARRIED

NEW BUSINESS: 4. d) **La Crete Ferry Campground (ADDITION)**

MOTION CS-20-05-031 **MOVED** by Reeve Knelsen

That the La Crete Ferry Campground discussion be received for information.

CARRIED

NEW BUSINESS: 4. e) **Machesis Lake Water Levels (ADDITION)**

MOTION CS-20-05-032 **MOVED** by Councillor Jorgensen

That the Machesis Lake Water Levels discussion be received for information.

CARRIED

NEW BUSINESS: 4. f) Zama Recreation Society Request for Maintenance Partnership (ADDITION)

MOTION CS-20-05-033 MOVED by Reeve Knelsen

That the Community Services Committee recommend to Council to accept the Parks and Maintenance Partnership Proposal from the Zama Recreation Society for the 2020 season.

CARRIED

NEW BUSINESS: 4. g) DA Thomas Park (ADDITION)

MOTION CS-20-05-034 MOVED by Councillor Cardinal

That the DA Thomas Park discussion be received for information.

CARRIED

ADJOURNMENT: 5. a) Adjournment

MOTION CS-20-05-035 MOVED by Councillor Cardinal

That the meeting be adjourned at 3:18 p.m.

CARRIED

These minutes will be presented to the next Community Services Committee for approval.

Lisa Wardley
Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the March 26 and May 14, 2020 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 March 26 and May 14, 2020 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

via Teleconference

Thursday, March 26, 2020 @ 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 and Development
Caitlin Smith Planning Supervisor
Kristin Racine Planner
Lynda Washkevich Development Officer
Nicole Friesen Administrative Assistant/Recording Secretary

MOTION 1. CALL TO ORDER

Beth Kappelar called the meeting to order at 10:06 a.m.

2. ADOPTION OF AGENDA

MPC 20-03-033 MOVED by John W Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 20-03-034 MOVED by John W Driedger

That the minutes of the February 27, 2020 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

i. None.

4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

- a) **044-DP-20 Target Construction
Dwelling – Duplex (36' x 67') in “H-R1”
Plan 782 1076, Block 12, Lot 09 (10210-100 Ave) (La Crete)**

MPC 20-03-035 MOVED by Jacquie Bateman

That Development Permit 044-DP-20 on Lot 09, Block 12, Plan 782 1076 in the name of Target Construction be APPROVED with the following conditions:

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

1. **Minimum building setbacks are:**
 - a. **7.6 meters (25 meters) front (South) yard (facing 100 Avenue);**
 - b. **1.5 meters (5 feet) side (East & West) yards; and**
 - c. **2.4 meters (8 feet) rear (North) yard; from the property lines.**
2. **The Dwelling-Duplex 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.**
3. The Dwelling – Duplex shall be screened from view by skirting or such other means satisfactory to the Development Authority.
4. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. **Where the lowest opening of the duplex is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**
6. The Dwelling – Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.

7. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from **West to East**:

- 10210-100th Ave, Unit 1
- 10210-100th Ave, Unit 2

You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

8. **Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. “One parking space, including the driveway area, shall occupy 300 square feet.”**

9. 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.

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

6. SUBDIVISIONS

- a) **45-SUB-19 Jim Wiebe REVISION
10.00 Acre Subdivision
SW 03-107-14-W5M (Blumenort)**

MPC 20-03-036 **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 rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

**b) 06-SUB-20 Abe & Tracy Giesbrecht
10.00 Acre Subdivision
SE 15-105-14-W5M (Buffalo Head Prairie)**

MPC 20-03-037 MOVED by John W Driedger

That Subdivision Application 06-SUB-20 in the name of Abe & Tracy Giesbrecht on SE 15-105-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of 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 rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, 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) None.

8. IN CAMERA

a) None.

9. MEETING DATES

❖ Thursday, May 21st, 2020 @ 10 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 20-03-038 MOVED by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:12 a.m.

CARRIED

These minutes were adopted this 14th day of May, 2020.

Byron Peters, Director of Planning
and Development
for
Beth Kappelar, Vice Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

via Teleconference

Thursday, May 14, 2020 @ 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
Jacquie Bateman Councillor, MPC Member

ADMINISTRATION: Byron Peters Director of Planning and Development
Caitlin Smith Planning Supervisor
Lynda Washkevich Development Officer
Nicole Friesen Administrative Assistant/Recording Secretary

MEMBERS OF THE PUBLIC: Eric Jorgensen

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 10:05 a.m.

2. ADOPTION OF AGENDA

MPC 20-05-039 MOVED by John W Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 20-05-040 MOVED by John W Driedger

That the minutes of the March 26, 2020 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

i. None.

4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

- a) **026-DP-18 Northern Towing (Time Extension)
Accessory Building (Tarp Shelter) in “LC-HC”
Plan 122 3197, Block 02, Lot 03**

MPC 20-05-041 **MOVED** by Beth Kappelar

That a time extension for 026-DP-18 on Plan 122 3197, Block 02, Lot 03 in the name of Northern Towing be granted to expire on May 20, 2022.

CARRIED

- b) **036-DP-20 Esther Anderson (Homeschool Advantage)
Home Based Business-Minor in “H-R1A”
Plan 022 6610, Block 25, Lot 20 (9902-108A Avenue)**

MPC 20-05-042 **MOVED** by David Driedger

That Development Permit 036-DP-20 on Plan 022 6610, Block 25, Lot 20 in the name of Esther Anderson 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 will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.**
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 (**9902 – 108A Street**). You are required to display the address (**9902**) 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

**c) 055-DP-20 Alpine Builders
Dwelling-SF with Garage-Attached with a 25% SV in “H-R1A”
Plan 152 0254, Block 05, Lot 13 (8914 Grassland Place)**

MPC 20-05-043 MOVED by John W Driedger

That Development Permit 055-DP-20 on Lot 13, Block 05, Plan 152 0254 in the name of Alpine Builders 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. A **25% Setback Variance** for the Dwelling – Single Family with Garage – Attached is hereby granted. The Dwelling – Single Family with Garage – Attached shall be 31.25 feet (9.53 meters) from the front property Line.
2. **The front of the building shall be:**
 - a) **9.53 meters (31.25 feet) from the front property line;**

Minimum building setbacks for the side and rear yards are:

- b) **1.52 meters (5 feet) rear yard;**
 - c) **1.52 meters (5 feet) side yards; from the property lines.**
3. The Garage – Attached shall be located on the North side of the lot.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. Where the lowest opening of the garage is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the garage is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
6. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. The Municipality has assigned the following address to the noted property (**8914 Grassland Place**). You are required to display the address (**8914**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

8. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
9. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers’ expense.
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.
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

**d) 058-DP-20 Richardson Pioneer Limited
Bulk Fertilizer Storage and/or Sales in “RIG”
Part of SE 2-106-15-W5M (La Crete Rural)**

MPC 20-05-044 MOVED by David Driedger

That Development Permit 058-DP-20 on Part of SE 2-106-15-W5M in the name of Richardson Pioneer Limited 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 proposed use must be a minimum of 210 feet from the center of Highway 697.
2. Remaining minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.

3. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.**
4. **The developer must enter into an access agreement with Mackenzie County.**
5. **The developer must enter into and abide by a development agreement with Mackenzie County.**
6. The Bulk Fertilizer Storage shall meet all Alberta 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.
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
8. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
13. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation**

of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- e) **080-DP-20 Jake Doerksen
Dwelling-Duplex in "H-R1"
Part of Plan 2938RS, Block 07, Lot 15 (5108-48 Avenue)**

MPC 20-05-045 **MOVED** by Beth Kappelar

That Development Permit 080-DP-20 on Part of Lot 15, Block 07, Plan 2938RS in the name of Jake Doerksen be APPROVED with the following conditions:

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

1. **Minimum building setbacks are:**
 - a. **7.6 meters (25 meters) front (South) yard (facing 48 Avenue);**
 - b. **1.5 meters (5 feet) side (East & West) yards; and**
 - c. **2.4 meters (8 feet) rear (North) yard; from the property lines.**
2. **The Dwelling-Duplex 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.**
3. The Dwelling – Duplex shall be screened from view by skirting or such other means satisfactory to the Development Authority.

4. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. **Where the lowest opening of the duplex is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**
6. The Dwelling – Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from **West to East**:
 - 5108-48th Ave, Unit 1
 - 5108-48th Ave, Unit 2

You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

8. **Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. “One parking space, including the driveway area, shall occupy 300 square feet.”**
9. 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.
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

- f) **083-DP-20 Betty Bueckert
Dwelling-Single Family in “MHS”
Plan 032 5174, Block 34, Lot 06 (11014-102 Avenue) (La Crete)**

MPC 20-05-046 MOVED by John W Driedger

That Development Permit 083-DP-20 on Plan 032 5174, Block 34, Lot 06 in the name of Betty Bueckert be APPROVED with the following conditions:

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

1. The front of the Dwelling – Single Family shall be:

- a) 7.6 meters (25 feet) from the front property line, facing 102nd Avenue;**

Minimum Dwelling – Single Family setbacks for the side and rear yards are:

- b) 2.4 meters (8 feet) rear yard;**
c) 1.5 meters (5 feet) interior side yards, from the property lines.

- 2. The existing Manufactured Home-Mobile shall be removed from the property before occupancy of the new Dwelling – Single Family.**
- 3. The Dwelling-Single Family 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.**
4. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
- 5. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**
6. The Municipality has assigned the following address to the noted property **11014 – 102nd Avenue**. You are required to display the address (**11014**) 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 shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*

8. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
9. No construction or development is allowed on right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility right-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 rights-of-way.
10. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. 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

- g) 084-DP-20 Willy & Brenda Neufeld
Dwelling-SF with Garage-Attached with 45% SV in "A"
NW 7-104-17-W5M (Buffalo Head Prairie)**

MPC 20-05-047 **MOVED** by David Driedger

That Development Permit 084-DP-20 on NW 7-104-17-W5M in the name of Willy & Brenda 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. A **45% Setback Variance** for the Dwelling – Single Family with Garage – Attached is hereby granted. The Dwelling – Single Family with Garage – Attached shall be a minimum of 75 feet (22.86 meters) from the West Road Allowance.
2. **Remaining Minimum building setbacks:**
 - a) **64 meters (210 feet) front (North) yard from the**

- centerline of Hwy 697;
- b) 15.2 meters (50 feet) side (East) yard;
 - c) 15.2 meters (50 feet) rear (South) yard; from the property lines.
3. **The Dwelling-Single Family 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.**
 4. **Mitigation measures must be in place in order to avoid water damage from potential seasonal flooding.**
 5. **Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.**
 6. **The total site area (LOT) of any development shall have a positive surface drainage that does not adversely affect the neighbouring properties.**
 7. **Any permanent buildings on the property must be constructed equal to or greater than the grade of the road.**
 8. **Where a parcel of land borders on or contains a WATERBODY, the building setback from the top of the bank shall not be less than 30.5 m (100.0 ft)**
 9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
 10. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 11. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
 12. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.**

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. 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

**h) 085-DP-20 1366261 AB Ltd (Randy Derksen)
Dwelling-Stacked Row housing (4 Unit) in “H-R1”
Plan 782 0147, Block 01, Lot 33 (La Crete)**

MPC 20-05-048 MOVED by Jacquie Bateman

That Development Permit 085-DP-19 on Plan 782 0147, Block 01, Lot 33 in the name of Randy Derksen be APPROVED with the following conditions:

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

1. Minimum building setbacks are:

- a) 7.6 meters (25.0 feet) front yard (North)
 - b) 1.5 meters (5 feet) interior side (West and East) yards; and
 - c) 1.5 meters (8 feet) rear (South) yard; from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.
2. The developer shall enter into a Development Agreement with Mackenzie County.
 3. The Dwelling – Stacked Row Housing 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.
 4. The developer must provide design drawings prior to construction. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development

Authority.

5. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. **The Municipality has assigned the following address to the noted building 10017-95 Avenue. You are required to display the address (10017) 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.**

Each unit must be numbered individually from 1-4 which will be assigned by the municipality.

7. **Provide adequate off street parking as follows: 2 stalls per DWELLING UNIT plus 1 stall per 3 DWELLING UNITS for visitor parking which equals 9 parking stalls (7 off street parking stalls plus 2 on street parking equals 9 parking stalls). “One parking space, including the driveway area, shall occupy 300 square feet.”**
8. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County’s Design Standards.
9. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.
10. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.
11. **All DEVELOPMENT shall provide:**
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building; and
 - d. Parking areas adjacent to streets must be paved.
12. 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.

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. 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) **16-SUB-19 Cornelius & Kathy Krahn (Time Extension)
9.56 Acre Subdivision
SE 4-110-18-W5M (High Level Rural)**

MPC 20-05-049 **MOVED** by Beth Kappelar

That a one (1) year time extension for Subdivision Application 16-SUB-19 in the name of Cornelius & Kathy Krahn on SE 4-110-18-W5M be GRANTED to expire on May 9, 2021.

CARRIED

- b) **32-SUB-19 Northridge Development
7.947 Acre Urban Subdivision (38 Lots)
Part of Plan 982 0009, Block 24, Lot 01 (La Crete)**

MPC 20-05-050 **MOVED** by Beth Kappelar

That Subdivision Application 32-SUB-19 in the name of 571950 Alberta Ltd. on Part of Plan 982 0009, Block 24, Lot 1 be APPROVED with the following conditions:

1. This approval is for a thirty eight (38) lot subdivision totalling 7.947 acres (3.216 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 all sanitary systems including service lines, main and appurtenances as required by the Municipality,
- c) Provision of all water lines, including all fittings and valves as required by the County,
- d) Provision of municipal servicing (water and sanitary sewer) to each lot,
- e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County.

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

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage, and
- (4) Elevation plans for each lot

Post-development storm water flow rates from the developed area shall not exceed pre-development flow rates.

- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Urban Development Standards DEV001;
- h) Provision of street lighting with underground wiring, design and location as required by the County,
- i) Engineered signage package,
- j) Provision of utilities (power, gas, telephone, etc.) to each

lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:
 - i) Main Sewage Lift Station Offsite Levy (Bylaw 223/00) are imposed for the main sewage lift station
 - a. Replacement of the existing main lift station in La Crete, Alberta with a new main sewage lift station, located at the intersection of 105 Ave and 99 Street
 - b. 300mm trunk sewer diverting all of the community sewage flows to the new sewage lift station
 - c. A prefabricated fibreglass sewage lift station with duplex pumps each sized to pump 800 USGPM at 78 feet total dynamic head.
 - d. 250 mm force main connecting the sewage lift

station to the existing sewage force main.
The levy is calculated at 1,342.00 per hectare. 3.216 hectares at 1,342.00 equals **\$4315.87**;

- ii) Hamlet Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - c) new or expanded storm sewage drainage facilities;
 - d) new or expanded facilities for the storage, transfer, or disposal of waste;
 - e) land required for or in connection with any facilities described in clauses (a) to (d); and
 - f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. Thirty eight (38) lots at \$1,000 equals **\$38,000.00**.

Total Levies = \$42,315.87

- p) Provision of the sharing of servicing fee:
 - I. La Crete North Storm Catchment Area: Mackenzie County and developers co-development of a storm water management plan for the La Crete North Catchment area.
 - i. The fee is calculated at \$4000 per ha. 3.216 ha at \$4000 equals **\$12,864.00**.
- q) 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 \$15,000 per acre (residential). Municipal reserve is charged at 10%, which is \$1,500 per subdivided acre (residential) and \$1,750.00 per subdivided acre. **7.947 acres (residential) times \$1,500 equals \$11,920.50**.
- r) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban

Subdivision Construction and Registration Policy No,
DEV003.

CARRIED

**c) 34-SUB-19 Lakeside Real Estate Inc.
29.85 Acre Subdivision (7 Lots)
NE 11-106-15-W5M (East La Crete)**

MPC 20-05-051 MOVED by Beth Kappelar

That Subdivision Application 34-SUB-19 in the name of Lakeside Real Estate Inc. on NE 11-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a seven (7) lot subdivision.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) The developer shall meet the requirements set forth by Alberta Transportation prior to registration.
 - c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - d) Provision of all water lines, including all fittings and valves as required by the County,
 - e) Provision of municipal servicing (water and sanitary sewer) to each lot,
 - f) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County.

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

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage, and
- (4) Elevation plans for each lot

Post-development storm water flow rates from the developed area shall not exceed pre-development flow rates.

- g) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- h) Provision of street lighting with overhead wiring, design and location as required by the County,
- i) Engineered signage package,
- j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- l) All trees and vegetation shall be removed from the utility lane/lots
- m) The developer is responsible for landscaping to design

elevation and seeding with grass or other approved landscaping,

- n) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- o) Any outstanding property taxes shall be paid in full prior to registration of title,
- p) 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 assessed value for this property is \$13,000.00 per acre. **Municipal reserve is charged at 10%, which is \$1,300.00 per subdivided acre. 29.85 acres times \$1,300.00 equals \$38,805.00.**
- q) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

**d) 07-SUB-20 Select Developments Inc
10.68 Acre Urban Subdivision (22 Lots)
Plan 192 3085, Block 24, Lot 03 (La Crete)**

MPC 20-05-052 MOVED by Jacquie Bateman

That Subdivision Application 07-SUB-20 in the name of John Buller on Plan 192 3085, Block 24, Lot 3 be APPROVED with the following conditions:

1. This approval is for a twenty-two (22) lot subdivision totalling 10.68 acres (4.353 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 all sanitary systems including service lines, main and appurtenances as required by the Municipality,
- c) Provision of all water lines, including all fittings and valves as required by the County,
- d) Provision of municipal servicing (water and sanitary sewer) to each lot,
- e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County.

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

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage, and
- (4) Elevation plans for each lot

Post-development storm water flow rates from the developed area shall not exceed pre-development flow rates.

- f) Provision of paved internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- g) Provision of paved access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Urban Development Standards DEV001;
- h) Provision of street lighting with underground wiring, design and location as required by the County,
- i) Engineered signage package,
- j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County.

Responses from utilities companies are shown in Schedule “C” hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:
 - i) Main Sewage Lift Station Offsite Levy (Bylaw 223/00) are imposed for the main sewage lift station
 - a. Replacement of the existing main lift station in La Crete, Alberta with a new main sewage lift station, located at the intersection of 105 Ave and 99 Street
 - b. 300mm trunk sewer diverting all of the community sewage flows to the new sewage lift station
 - c. A prefabricated fibreglass sewage lift station with duplex pumps each sized to pump 800 USGPM at 78 feet total dynamic head.
 - d. 250 mm force main connecting the sewage lift station to the existing sewage force main.The levy is calculated at 1,342.00 per hectare. 4.353 hectares at 1,342.00 equals **\$5,841.73**,
 - ii) Hamlet Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site

municipal services, including:

- a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
- b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
- c) new or expanded storm sewage drainage facilities;
- d) new or expanded facilities for the storage, transfer, or disposal of waste;
- e) land required for or in connection with any facilities described in clauses (a) to (d); and
- f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. Twenty-two (22) lots at \$1,000 equals **\$22,000.00**,

- iii) Offsite Levy for Extension of Gravity Sewer (Bylaw 338/02) are imposed for the purpose of paying for all or part of the capital cost for new or expanded facilities for the treatment, movement or disposal of sanitary sewage.

The levy is calculated at \$4,111.23 per hectare. 4.353 hectares at \$4,111.23 equals **\$17,896.18**,

Total Levies = \$45,737.91

- p) Provision of the sharing of servicing fee:
 - I. La Crete North Storm Catchment Area: Mackenzie County and developers co-development of a storm water management plan for the La Crete North Catchment area.
 - i. The fee is calculated at \$4000 per ha. 4.353 ha at \$4000 equals **\$17,412.00**.
- q) 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 \$15,000 per acre (residential) and \$17,500.00 per acre (commercial). Municipal reserve is charged at 10%, which is \$1,500 per subdivided acre (residential) and \$1,750.00 per subdivided acre (commercial). **5.59 acres (residential) times \$1,500 equals \$8,385.00 and 5.09 acres (commercial) times \$1,750 equals \$8,907.50 totaling \$17,292.50.**

- r) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

**e) 09-SUB-20 Charles & Susan Wieler
20.00 Acre Subdivision
NW 17-104-17-W5M (Tompkins Landing)**

MPC 20-05-053 **MOVED** by David Driedger

That Subdivision Application 09-SUB-20 in the name of Charles & Susan Wieler on NW 17-104-17-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 20.00 acres (8.09 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 rights-of-way as required by ATCO Electric,

TELUS, Northern Lights Gas Co-op, 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 11XX-20 Land Use Bylaw Amendment
Rezone from "FV-CC" to "HR-1"
Plan 2938RS, Block 02, Lots 15 & 16**

MPC 20-05-054 MOVED by Jacquie Bateman

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 02, Lots 15 & 16 from Fort Vermilion Commercial Centre "FV-CC" to Hamlet Residential 1 "H-R1", subject to public hearing input.

CARRIED

8. IN CAMERA

- a) **None.**

MPC 20-05-055 MOVED by Jacquie Bateman

That the Municipal Planning Commission resume in-person meetings starting on May 28, 2020 in La Crete.

CARRIED

9. MEETING DATES

- ❖ Thursday, May 28th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 11th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 25th, 2020 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 20-05-056 MOVED by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:29 a.m.

CARRIED

These minutes were adopted this 28th day of May, 2020.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 27, 2020
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.

- Correspondence – Big Lakes County (Charity Golf Tournament Cancellation)
- Correspondence – Sturgeon County (FCM Alberta Reception)
- Correspondence – Office of the Lieutenant Governor of Alberta (Letter of support)
- Correspondence – Workers’ Compensation Board – Alberta (Partners in Injury Reduction Program Refund for 2019)
- Correspondence – Alberta Municipal Affairs (Disaster Recovery Payment – 2020 Northern Alberta Flooding Disaster)
- Correspondence – Alberta Agriculture & Forestry (Fire Ban Exemption Request)
- Correspondence – Alberta Municipal Affairs (Municipal Sustainability Initiative Funding)
- Municipal Governance Factsheet – April 24, 2020 COVID-19 Outbreak
- Municipal Governance Factsheet – May 15, 2020 COVID-19 Outbreak
- Rural Municipalities of Alberta – Monthly Update for RMA Districts (May 2020)
- Genesis Annual General Meeting
- Alberta Government News Release – Improving highways, creating jobs in Peace Region
-
-
-
-
-

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

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: C. Gabriel Reviewed by: CG CAO: _____



BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0
T / (780) 523-5955 F / (780) 523-4227

April 17, 2020

Mackenzie County
Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen

Re: 7th Annual Big Lakes Invitational Charity Golf Tournament

Big Lakes County is saddened to announce the cancellation of the 7th Annual Big Lakes Invitational Charity Golf Tournament scheduled for Thursday, August 6, 2020 at the High Prairie & District Golf Course.

Due to the rapid and growing spread of COVID-19 Big Lakes County feel is in essential to cancel the 7th Annual Big Lakes Charity Golf Tournament to protect participants, staff and guests. We would like to thank everyone for their support in past years to our very worthy charities and helping us provide assistance to local organizations within our community.

If you have any questions, please feel free to contact Jessica Martinson at 780-523-5955 or jmartinson@biglakescounty.ca.

Sincerely,

Jordan Panasiuk
CAO

Enclosure



April 21, 2020

Dear Alberta Municipalities:

Re: Alberta Reception at FCM Conference 2020

After careful consideration, in these unprecedented times FCM has made the decision to cancel their 2020 Annual Conference and Trade Show that was scheduled to take place June 4 – 7 in Toronto due to COVID 19.

Sturgeon County along with the MD of Greenview and the Municipality of Wood Buffalo would like to express their sincerest gratitude to all who had responded both financially and in kind to a call made earlier this year for an Alberta focused reception at FCM. With the cancellation of FCM, our reception will not proceed.

We look forward to FCM 2021 and new opportunities to discuss the promotion of Alberta and the strengthening of our interprovincial relationships while we work toward enhanced prosperity.

We hope to count on your support again at that time.

Please note, any funds that had been submitted will be returned to the respective municipalities.

Sincerely,



Alanna Hnatiw
Mayor, Sturgeon County

cc: Dale Smith, Reeve, MD of Greenview
Don Scott, Mayor, Municipality of Wood Buffalo
Council, Sturgeon County
Reegan McCullough, Chief Administrative Officer, Sturgeon County



Office of the Lieutenant Governor of Alberta
3rd Floor, Legislature Building
10800 - 97 Avenue
Edmonton, Alberta, Canada T5K 2B6

April 30, 2020

*Josh Knelsen
Reeve, Mackenzie County
4511 – 46 Avenue
Box 640
Fort Vermilion, AB
T0H 1N0
josh@mackenziecounty.com*

Dear Josh:

As Her Majesty the Queen's representative in Alberta, I am writing to offer my heartfelt support to the people of Fort Vermilion and everyone in Mackenzie County as you work through this difficult time. Your beautiful corner of our province holds a special place in my heart, and it pains me to see you facing such an extreme challenge. I know that your trademark Northern Albertan strength, energy and resilience will help to carry you through, and I also know that all of your fellow Albertans are keeping the people of Mackenzie County in their thoughts and prayers.

I can imagine that you, your fellow teammates and all of the county's front-line workers are putting in long hours and making many personal sacrifices to get the job done. Please take care of yourselves as you work to ensure that everyone in the area remains safe.

Sincerely yours,

A handwritten signature in cursive script that reads "Lois Mitchell".

*Lois E. Mitchell, CM, AOE, LLD
Lieutenant Governor of Alberta*

Copy: Len Racher, Chief Administrative Officer - lracher@mackenziecounty.com

May 13, 2020

9912 107 Street
PO Box 2415
Edmonton AB T5J 2S5

Phone: 780-498-3999
Fax: 780-498-7999
Website: www.wcb.ab.ca
Toll Free: 1-866-922-9221

MACKENZIE COUNTY
PO BOX 640
FORT VERMILION AB T0H 1N0

Account Number: [REDACTED]

PIR REFUND FOR 2019

Dear LOUISE BREITKREITZ:

Your successful participation in the Partners In Injury Reduction Program during 2019 entitles you to a refund for:

<u>PIR Discount Earned</u>	<u>Ops Description</u>	<u>Amount</u>	<u>Reduction</u>
2019 - COR Industry	95102 MUNICIPAL DISTRICTS	\$6,851.00	5%

There is an outstanding balance on your account in the amount of \$42,615.20. This balance exceeds the amount of your PIR refund; therefore, the refund has been applied to the balance owing on your account. Your Premium Invoice will be mailed separately.

Reducing workplace injuries and lowering claim costs not only benefits you as an employer, but also enables your employees to work safely and be more productive. Your commitment to safety and disability management means a safer, healthier Alberta workplace, for which you are to be commended.

As a reminder, your Certificate of Recognition (COR) status must be maintained for each industry registered in the PIR program. This will require your company to undergo an internal evaluation or an external audit to qualify for PIR refunds in 2020. We wish you continued success in reducing workplace injuries.

Sincerely,

UNDERWRITING DEPARTMENT

RECEIVED
MAY 20 2020

MACKENZIE COUNTY
FORT VERMILION OFFICE

Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR100922

May 15, 2020

Mr. Len Racher
Chief Administrative Officer
Mackenzie County
P.O. Box 640
4511 46 Avenue
Fort Vermilion, AB T0H 1N0

Dear Mr. Racher,

To assist in offsetting the impact of the 2020 Northern Alberta Flooding disaster on your community's finances, the Alberta Emergency Management Agency is forwarding an immediate advance payment of \$5 million.

The amount provided will be reconciled against future eligible projects submissions under the Disaster Recovery Program for this event. Any unused funding will be reimbursed to the Government of Alberta should eligible costs be less than the advance provided.

A further advance may be requested when a project list and initial engineering damage assessments are completed for infrastructure projects. It is the responsibility of Mackenzie County to ensure all required regulatory and environmental permits and approvals have been obtained prior to commencement of the applicable repairs.

For more detailed information on what is eligible under a Disaster Recovery Program, please visit our general program information page under Assistance and Recovery Support at www.aema.alberta.ca.

Laurie Halldorson, Community Recovery Services Team Lead, will continue to support you as you complete your repair work and finalize your claim. Laurie can be reached at laurie.halldorson@gov.ab.ca.

Yours very truly,



Paul Wynnyk
Deputy Minister

Attachment: Payment Voucher

cc: Shane Schreiber, Managing Director, Alberta Emergency Management Agency



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

May 19, 2020

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

Dear Minister:

RE: FIRE BAN EXEMPTION REQUEST

As you are aware, Mackenzie County falls within the Forest and Prairie Protection Area and as such is banned entirely from any fires, including campfires within our three Hamlets.

Mackenzie County feels that the wildfire risk in our Hamlets is extremely low based on the topography of the land. Each community has a Volunteer Fire Department and inspections are completed by our Fire Chief's prior to any fire pit approval.

Additionally, the two other municipalities that lie within our boundaries, the Town of High Level and the Town of Rainbow Lake, are exempt based on their urban municipality status. This causes great dissention when similar communities in the same geographical area fall under different rules.

Therefore, Mackenzie County respectfully requests that an exemption be made to allow campfires for our Hamlet communities only. During this time of turmoil due to the pandemic, we also feel this would ease the minds of our residents and provide some positive morale to the sacrifices that have already been made.

In order for this to come to fruition, a change would be required under the definition of "urban municipality" under The Forest and Prairie Protection Act or alternatively an amendment to our Order in Council to include an "urban service area".

...2

Thank you for your consideration. We would be pleased to discuss this matter with you further. 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.

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen".

Josh Knelsen
Reeve

c: Hon. Jason Kenney, Premier of Alberta
Hon. Kaycee Madu, Minister of Municipal Affairs
Mr. Dan Williams, MLA Peace River
Mackenzie County Council



ALBERTA

MUNICIPAL AFFAIRS

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

AR100068

May 19, 2020

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

Dear Reeve Knelsen,

Over the past few months, our government has taken strong measures to protect Albertans and to support our communities through these extraordinarily difficult times. This includes passing Budget 2020, which builds on our government's commitment to support Alberta municipalities and Metis Settlements. It also includes numerous other measures to support Albertans and respond to the impacts of the COVID-19 pandemic.

As part of the commitment to our local government partners, I am pleased to confirm that \$993 million will be allocated to local governments in 2020 under the Municipal Sustainability Initiative (MSI).

For Mackenzie County:

- The **2020 MSI capital allocation is \$3,028,761**. This includes \$2,420,067 in MSI capital funding and \$608,694 in Basic Municipal Transportation Grant funding.
- The **2020 MSI operating allocation \$119,227**.

In light of the current public health and economic crisis, communities are facing unprecedented financial pressures and our government understands this. To help you in addressing these pressures, we are allowing local governments to use MSI operating for any local government expenditure in the 2020 program year and expediting payment of 2020 MSI operating allocations to qualifying local governments.

.../2

We are also making an administrative change to the MSI Capital program to ensure you will receive your payment when you truly need it. Capital funding will be available for those projects that are ready to proceed, which will support economic activity and increase employment across Alberta. You will have received information on these changes recently via email.

To help municipalities and Metis Settlements with capital planning, we have updated the 2021 MSI allocation estimates. Like the estimates provided in November 2019, these amounts are based on the 2021 MSI funding target of \$927.2 million; however, they incorporate more current formula data. In 2022 and beyond, grant funding amounts will be determined by the *Local Government Fiscal Framework Act*.

Links to the 2020 MSI funding amounts for all municipalities and Metis Settlements, the 2021 MSI capital allocation estimates, and the program guidelines are available on the program website. Funding amounts under the federal Gas Tax Fund (GTF) will be confirmed after Infrastructure Canada confirms the total GTF funding amount allocated to the Province in 2020.

I am proud of the work you and your staff are doing to protect our communities in these challenging times, and Municipal Affairs will continue working with you to ensure Alberta's recovery.

Yours very truly,



Kaycee Madu, QC
Minister

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County

Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – April 24, 2020

The state of the COVID-19 pandemic and its impact on municipalities continues to change daily. As we navigate these challenging times together, Municipal Affairs will continue to support and provide regular updates addressing frequently asked questions and providing information on new tools as they become available.

This update focuses on Ministerial Orders No. [MAG:014/20](#) and [MSD:036/20](#), the [Public Meeting Procedures \(COVID-19 Suppression\) Regulation](#), municipal enforcement and questions arising from the Premier and Minister's telephone town hall meetings.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Time Extensions

Municipal Affairs has worked with partner associations and legal professionals to address the concerns and unintended consequences arising from the original blanket Ministerial Order No. [MSD:22/20](#).

On April 17, 2020, Ministerial Order No. [MSD:022/20](#) was replaced with two new ones. Ministerial Order No. [MAG:014/20](#) deals specifically with various assessment and tax recovery related timelines. It makes important changes to clarify and shorten the

timeline extensions. Ministerial Order No. [MSD:036/20](#) addresses planning and development as well as the other items from Ministerial Order No. [MSD:022/20](#). It includes transitional provisions to return to some normal timelines to ensure development is not impeded.

Planning & Development

Does the Ministerial Order No. [MSD:036/20](#) remove the October 1, 2020 extension of planning and development appeal timelines?

YES. For the most part, the timelines and deadlines revert to the existing timelines and deadlines in the *Municipal Government Act*. For matters that either started or ended between March 25 and April 17, 2020, the period for appeal will start on April 17, 2020. This will provide certainty for applicants and the public for numerous planning, subdivision, and development activities prior to the beginning of the construction season.

Can appeals still occur while also making sure public health orders are adhered to?

YES. It is the responsibility of each municipality to ensure that public health orders regarding physical distancing are followed. The [Public Meeting Procedures \(COVID 19 Suppression\) Regulation](#) provides the necessary flexibility to ensure compliance, while allowing municipalities the ability to continue to do necessary business.



My municipality issued a decision or scheduled a public hearing between March 25 and April 17, 2020. What effect does MO No. MSD:036/20 have on this?

If your municipality issued a decision or scheduled a public hearing, you must re-notify all parties using your notifications procedures under your land use bylaw or your procedures bylaw and the process under the Public Meeting Procedures (COVID-19 Suppression) Regulation. After April 17, 2020, any applications, decisions, meetings and hearings proceed on the timelines set out in the *MGA*.

Does the Public Meeting Procedures (COVID-19) Regulation apply to all meetings and hearings for planning and development matters?

YES. The regulation provides municipalities with the flexibility to hold meetings or hearings while also following public health orders, including physical distancing. Under the regulation, meetings or hearings must be conducted using appropriate physical distancing. The maximum number in attendance includes the development or subdivision authorities, administration and the public. For example, the regulation allows for electronic hearings and/or meetings as long as members of the public can hear the meeting as it occurs and make electronic submissions before and during the meeting and/or hearing.

What happens if a municipality or development authority needs more time beyond the timelines described in the *MGA*? Can they use the October 1, 2020 date established in MO No. MSD:022/20?

NO. MO No. MSD:022/20 was rescinded and replaced by MO No. MSD:036/20. If additional time is needed by the public to file an application or by a decision making body to make a decision due to impacts from COVID-19, they may request an extension to a date or timeline from the Minister under Section 605 of the *MGA*. Please contact Municipal Affairs to determine how to make a request.

In addition, the *MGA* already provides that a subdivision or development authority may extend the timelines for making a decision on a subdivision or development permit application through written mutual agreement with the applicant.

Assessment & Tax Recovery

On April 17, 2020, the Minister of Municipal Affairs issued a new Ministerial Order MO No. MAG:014/20, which deals specifically with various assessment-related timelines, and makes important changes to clarify and shorten some of the original timeline extensions.

Is the complaint deadline for assessment notices with notice of assessment dates that fall on or after January 31, 2020, still October 1, 2020?

NO. MO No. MAG:014/20 sets the deadline for complaints to July 1, 2020, or 60 days from the notice of assessment date, whichever time is later.

Have there been changes to the date our municipality is required to prepare and send our tax arrears list?

YES. Municipalities must submit the arrears list for properties related to land to the Registrar (Land Titles), the unclaimed personal property and vested property program, and post the arrears list by June 30, 2020. Municipalities must also prepare the arrears list of properties related to designated manufactured homes and post the arrears list by June 30, 2020.

Ministerial Order No. MSD:022/20 extended the March 31, 2020 deadline to hold tax sales (per sec. 418(2)) to October 1, 2020. Has this changed?

NO. This deadline to hold tax sales by as stated in section 418(2) of the *Municipal Government Act* remains extended to October 1, 2020.

Does the Ministerial Order change the October 1, 2020 deadline to perform actions articulated under Sections 417 and 436.08(1) of the *Municipal Government Act*?

NO. The October 1, 2020 deadline remains in effect for these requirements, which include notification provided by the Registrar in the cases of tax recovery related to land and the municipality in cases of tax recovery related to designated manufactured homes, the warning of a tax sale to owners of land and owners of a designated manufactured home, and the designated manufactured home park owner and all those that have an interest in the affected property.

Does the extension to submit the tax arrears list mean the list of properties for tax sale between April 1, 2020 and March 2021 is extended to October 1, 2021?

NO. For tax arrears file notifications issued in 2019, March 31, 2021, remains the deadline for the tax sale.

Are there any other extensions provided for in MO No. MAG:014/20?

YES. Any other thing that was required to be done under Parts 9 – 12 of the *MGA* and its associated regulations that was required to be done between March 25 and April 17 has been extended to May 31, 2020.

Our municipality already provided notice of an October 1, 2020 deadline that has now been changed. Should we provide additional notice that the deadline has changed to an earlier date?

YES. Although not legislated, Municipal Affairs recommends that municipalities re-notify all parties previously notified to ensure they are all aware of these changes.

Municipal Enforcement

Is the province working on standardizing what is subject to penalties to ensure there is clarity and consistency between enforcement bodies for enforcement under the *Public Health Act*?

YES. Alberta Justice and Solicitor General, in collaboration with Alberta Health and Alberta Health Services, have been in constant contact with Alberta's police services (through the Alberta Association of Chiefs of Police) and directly with authorized employers of community peace officers (municipalities) regarding enforcement of Alberta's Chief Medical Officer of Health's orders to ensure a clear and constant message around the enforcement of these orders is being provided.

Can community peace officers enforce the recommendations of the Chief Medical Officer of Health?

YES. Bill 10 amended Section 13 the *Public Health Act* by adding the following after subsection (1): (1.1) Where a state of emergency has been declared under section 18(1) of the *Emergency Management Act* or a state of public health emergency has been declared under section 52.1(1) of the *Public Health Act*, the Minister is not required to obtain the consent of peace officers and the peace officers' employers before making an order under subsection (1) declaring the peace officers to have jurisdiction in any part of Alberta to which the declaration of a state of emergency or a state of public health emergency relates.

Can municipal bylaw enforcement officers who are not designated as community peace officers enforce the recommendations of the Chief Medical Officer of Health?

NO. Municipal bylaw officers can only enforce municipal bylaws.

Are community peace officers required to issue fines related to not following provincial directives to self-isolate or practice physical/social distancing?

NO. Although law enforcement agencies have the authority to enforce the orders issued by the Chief Medical Officer of Health under the *Public Health Act*, the discretion to educate, seek voluntary compliance, or issue a violation ticket remains with the law enforcement officer and is based on the situation and information available at the time.

While it is important to ensure the orders are adhered to by all Albertans, discretion is an essential feature of the justice system. A system that attempts to eliminate discretion would be unworkably complex and rigid. Therefore, law enforcement agencies retain the authority to make operational decisions independently of government.

Do municipalities have authority to take additional measures over and above those taken by the province to control the spread of COVID-19 locally?

YES. If a municipality wishes to take additional measures, the *Municipal Government Act (MGA)* and the *Emergency Management Act (EMA)* work in conjunction to provide the legislative framework for elected officials to determine how the municipality will organize for emergencies and disasters, as well as provide extraordinary powers to deal with emergency events. Councils may establish and enforce bylaws for municipal purposes respecting matters that include the safety, health, and welfare of people and the protection of people and property. Local authorities may also take other measures they reasonably believe will assist in the maintenance of public order or in the general safety of their communities.

Are there risks to consider when taking additional measures over and above those taken by the province to control the spread of COVID-19 locally?

YES. Bill 9 amended the *Emergency Management Act* to allow a municipal State of Local Emergency (SOLE) to vary from a provincially declared State of Emergency (SOE). Prior to the *EMA* amendment, a declaration of a State of Local Emergency ceased to be of any force or effect on the making of a provincial order for a State of Emergency. Bill 9 also amended sections 22(3) and 22(3.1) of the *EMA* by stating that in the event of any conflict, provincial directives prevail and a State of Local Emergency can be cancelled.

While municipalities under a State of Local Emergency can exercise their authorities (defined under Section 19(1) of the *EMA*), Municipal Affairs suggests that municipalities remain consistent with provincial public health guidance to reduce public confusion and increase compliance.

Municipal Affairs also suggests that all jurisdictions need to balance fundamental rights and public safety. Any decision that exceeds the Chief Medical Officer of Health conditions may not meet that balance.

Municipal Advisory Services

If you have further questions, please contact us at:

780-427-2225

or toll-free by first dialing 310-0000

or email ma.lgsmail@gov.ab.ca

Education Property Tax Deferral

Is there going to be additional information sent to municipalities arising out the April 15, 2020 education property tax deferral webinars?

YES. Material is being prepared and will be distributed shortly. In the meantime, general information as well as property tax deferral guidelines are available at: www.alberta.ca/education-property-tax.aspx and open.alberta.ca/publications/non-residential-property-tax-deferral-guidelines.

For further information, please contact a Municipal Affairs program advisor toll-free by dialing 310-0000, then 780-422-7125, or by email at taxprogramdelivery@gov.ab.ca.

General Questions

Can a municipality change the designated industrial property requisition (DIP) rate, like done with the Alberta School Foundation Fund (ASFF) rate, to account for a previous year's over or under collection?

NO. Unlike ASFF, where municipalities receive a specific dollar amount to collect on behalf of the province and apply it to assessment values to get a rate, the DIP rate is a specific rate municipalities must apply to all DIP properties. Therefore, municipalities should never require any over/under levies for the designated industrial property requisition. In addition, any municipality who has a total DIP requisition of \$1,000 or less is not required to submit anything to the province; any cheques for less than \$1,000 will be returned.

Have there been any modifications to the legislative requirements for petitions during the COVID-19?

NO. At this time, there are no modifications to the legislative requirements for petitions.

Are municipalities and citizens still able to meet the legislative requirements to petition bylaws during the COVID-19 pandemic when provincial regulations prohibit such activities as door to door canvassing?

YES. Section 226.1(1)(c) of the *Municipal Government Act* permits council to pass a bylaw to allow for petitions to council be signed electronically and modify the requirements of sections 224(2) and (3) and 225(3). In the absence of a bylaw, the completion of a petition still involves the collection of original signatures. It is the responsibility of the individuals who organize a petition to collect signatures in a manner that adheres to the physical distancing recommendations of the Chief Medical Officer of Health. Some suggestions to facilitate a petition process could be usage of social media to inform the public of a petition and/or establishing a location where a witness can observe, from an appropriate distance, eligible individuals signing the petition.

Does the submission of a petition to the CAO have to be in person?

NO. A petition can be submitted by courier, mail, or a municipal drop off box, ensuring the CAO receives it within the required timeline. If an individual plans on initiating a petition while public distancing is in effect, they are encouraged to contact ministry staff to discuss any of the petition provisions.

Further Updates

We will continue to examine ways to support municipalities in navigating through this situation, and will provide further updates as new tools become available.

Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – May 15, 2020

The state of the COVID-19 pandemic and its impact on municipalities continues to evolve. The Province has announced Alberta's Relaunch Strategy and the Province, municipalities, and all Albertans must stay vigilant to continue to slow the spread by respecting the [guidelines](#) outlined by the chief officer of medical health. Balancing safety while gradually reopening businesses and resuming normal daily activities at home, work and play remains paramount but also poses many questions for municipal administrators and elected officials.

As Alberta continues down the road to recovery, Municipal Affairs will continue to support and provide bi-weekly updates addressing frequently asked questions and providing information on new tools as they become available.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Emergency Management

Bill 13 has been signed and took effect on May 12, 2020. It further amends the *Emergency Management Act* to assist with the pandemic response. The changes provide greater clarity and improved coordination between local and provincial responses to pandemics, and future, province-wide emergencies.

Does a council still have to have a meeting to renew a State of Local Emergency (SOLE) at the end of 7 days if it was declared as a result of the COVID-19 pandemic?

NO. As long as the resolution to declare a COVID-19 pandemic SOLE is passed after May 12, 2020, it does not expire at the end of 7 days. Bill 13 amended section 22(4) of the *Emergency Management Act* to state that a declaration of a state of local emergency lapses at the end of 7 days, **or at the end of 90 days if the declaration is in respect of a pandemic.**

Did Bill 13 make other amendments to the *Emergency Management Act* that impact our municipality during the current pandemic?

YES. Additional amendments include providing clear language that it is an offence to be noncompliant with orders made under states of local emergency or a provincial state of emergency and clarify additional authorities for the Minister.

Alberta Emergency Management Agency

For questions please contact the Alberta Emergency Management Agency at 780-422-9000 or toll-free by first dialing 310-0000.



Recreational Camping

Is camping allowed in Provincial Parks this May long weekend?

NO. Reservations relaunched on May 14 for arrivals starting June 1 onward at select provincial campgrounds and launch times are staggered by region. For further recreational camping information visit AlbertaParks.ca.

Economic Relaunch

The fluid nature of the relaunch timing and detail makes it challenging to stay current. Is there a resource available to help us navigate the relaunch?

YES. The simplest way to stay up-to-date during the relaunch stages is to continue to visit Alberta's Relaunch Strategy webpage.

Is there a guide available for businesses reopening in our municipality that can help them reopen and resume operations safely?

YES. Alberta Biz Connect provides workplace guidance and support to businesses and non-profits. The online tool also provides sector-specific guidelines for those able to open in stage one of relaunch to ensure businesses can reopen safely during the COVID-19 pandemic.

Have a question?

If you have a specific question you would like answered in an upcoming update, please email your request to ma.lgsmail@gov.ab.ca.

Now that Stage 1 of Alberta's Relaunch Strategy has begun, are there key restrictions and measures that municipal administrators need to be aware of?

YES. Municipal pools, recreation centres and arenas must remain closed. Public attendance at businesses, facilities and events that have close physical contact are also still not permitted, including: arts and culture festivals, major sporting events and concerts. Municipalities should also be strongly recommending the use of masks in public spaces that do not allow for physical distancing of 2 meters.

Are municipal offices required to reopen during Stage 1 of the relaunch?

NO. As an employer, it is up to each municipality to continue to ensure the health and safety of your employees while still enabling your essential services to operate. Remote working where possible is still advised. Prior to opening, employers must ensure they can operate within the recommended guidelines, and all workplaces are expected to develop and implement policies and procedures to address COVID-19.

Can municipalities now open outdoor recreational facilities such as fields, playgrounds and courts for public use?

YES. Like other municipal facilities, municipalities may choose to open outdoor recreation facilities if the recommended guidelines can be met such as routine cleaning and disinfecting outlined in both the Guidance for Outdoor Recreation and Workplace Guidance for Business Owners documentation. Groups must still be limited to 15 people or fewer and physical distancing of 2 metres must be maintained unless individuals are from the same family. At this time, league play is still not permitted.



Are local restaurants, cafes, pubs and bars permitted to open during Stage 1?



YES. Restaurants, cafes, pubs and bars can open but must operate at no more than 50% seating capacity. Operators must follow the [Workplace Guidance for Business Owners](#) and are required to follow the [Food Regulation](#) and [Food Retail and Foodservices Code](#).

Do municipalities have a role to play in Alberta's Relaunch Strategy?

YES. While provincial and federal governments may bring significant resources to support the management and recovery from a crisis, local municipalities are best suited to understand their own community composition and community needs. Community and business leaders are also the most invested in the long-term recovery of an affected municipality.

Are there specific issues municipalities should consider as we plan our local relaunch strategy?

YES. Returning a community to a new normal following a pandemic requires planning, monitoring, and adaptation to addressing ongoing and emerging issues. A recovery plan should address issues such as supporting the local economy, supporting the social needs of people in the community, returning municipal services to normal, or adjusting municipal service delivery to deal with the new normal, and protecting the environment. Municipalities should also consider ways that community members can meaningfully participate in its recovery activities to help build resilience within the municipality. Municipal Affairs is developing a Pandemic Response Planning Guide that will be available soon. The Alberta Urban Municipalities Association also hosted a webinar with Dr. Deena Hinshaw and other experts on May 14th to discuss with members what a "relaunch" means for municipal and community services. The recording of the webinar will be available on AUMA's [YouTube channel](#) this weekend.

Has a date been set indicating how quickly Alberta can move to Stage 2?

NO. Progression to Stage 2 will be determined by the success of Stage 1, considering health care system capacity, hospitalization and ICU cases and infection rates.

Municipal Advisory Services

If you have further questions, please contact us at: 780-427-2225
or toll-free by first dialing 310-0000
or email ma.lgsmail@gov.ab.ca

Additional Resources

The Federation of Canadian Municipalities continues to compile a list of links and resources for municipalities. <https://fcm.ca/en/resources/covid-19-resources-municipalities>.

In addition, Alberta municipal associations have provided comprehensive resources to assist members during the pandemic. The Alberta Urban Municipalities Association has developed a webpage to act as a quick first reference with links to credible sources for up-to-date information at <https://auma.ca/business-services/employee-benefits/employers/covid-19>. The Rural Municipalities of Alberta's COVID-19 response hub is accessible via <https://rmaalberta.com/about/covid-19-response-hub/>.

Further Updates

We will continue to examine ways to support municipalities in navigating through this situation. Future updates will be issued on a bi-weekly basis unless there are issues arising that require urgent communication.



RMA
RURAL MUNICIPALITIES
of ALBERTA

Monthly Update for RMA Districts

May 2020



COVID-19

The COVID-19 pandemic, and the impacts for municipalities continues to be a priority for RMA. The RMA remains committed – especially during challenging times like this – to providing reliable information and stable service to our membership. Our staff are available and will continue to facilitate member-focused advocacy and business services to ensure municipalities can provide the essential services their communities need. Please visit the [RMA's COVID-19 Response Hub](#) for information specific to our members and vendors.

Since the pandemic hit Alberta, there have been several policy and program changes that impact municipalities. Please note the following section will highlight these elements as of the date of drafting this update (April 30, 2020) with the newest items incorporated at the end of this list:

1. Provincial State of Public Health Emergency

To reduce the risk of spread and flatten the curve, the Government of Alberta (GOA) has declared a State of Public Health Emergency. This enables the government to limit mass gatherings (currently limited to 15 people), close non-essential business, and require self-isolation measures be put in place. As the situation has evolved in recent weeks, the GOA has adjusted these requirements to protect public health and reduce the exposure in Alberta. The GOA may put further restrictions in place under the State of Public Health Emergency in the coming weeks or months as the situation continues to evolve.

2. Definition of Essential Services

The GOA has identified businesses and services on an [essential services list](#) which can continue to provide services at locations accessible to the public, providing they have proper risk mitigation measures in place, such as sanitation stations and appropriate distancing between customers. The services that municipalities provide are identified in several areas on the GOA website, including energy and utilities, water, public administration and government, and other essential services.

3. Bill 9: Emergency Management Amendment Act

[Bill 9, the Emergency Management Amendment Act](#) was introduced into the legislature on March 20 and received Royal Assent that same day. Bill 9 amends the *Emergency Management Act* to clarify that a provincial state of emergency does not automatically supersede a local state of emergency, although provincial officials still can clarify that provincial emergency actions take precedence over local actions should the two conflict.

4. Electronic Meeting Allowances

To support municipal governance during this time, the GOA implemented the [Meeting Procedures \(COVID-19 Suppression\) Regulation](#). The purpose of the Regulation is to allow council and committee meetings to continue to align with MGA requirements while being held in a manner that avoids exposing persons to COVID-19. The Regulation enables municipalities to hold council meetings entirely by electronic means, provides flexibility for public meetings and hearings, and reduces quorum if needed. RMA offered a [webinar on running effective virtual meetings](#) on April 9, which featured an overview of new requirements for virtual meeting along with other helpful tips and resources.

5. Utility Bill Deferrals

The Government of Alberta announced a [utility deferral program](#) for Albertans, which involves working with their utility company to defer electricity and natural gas bills until June 19, 2020 without any late fees or added interest payments. This deferral program applies to resident, farm and small commercial electricity consumers who consume less than 250,000 kilowatt hours of electricity per year, and natural gas consumers who consume less than 2,500 gigajoules per year. Water and wastewater were not included in this utility deferral program.

6. Education Property Tax Freeze and Education Property Tax Deferral for Non-Residential Property

To support business and residents, the [GOA announced](#) that it will reverse the 3.4 percent education property tax requisition increase in Budget 2020, freezing rates at 2019 levels.

Further, the GOA has deferred education property taxes for non-residential property for six months (April 1 to September 30). Municipalities may implement the six-month education tax deferral or implement a combined education and municipal property tax deferral with a value equivalent to the six-month education tax deferral. The GOA has [developed a variety of resources and information on the deferral process](#), including a guide, frequently asked questions, and information inserts municipalities are required to provide to property owners.

7. Expanded Community Peace Officer Roles

Through amendments to the *Procedures Regulation* under the *Provincial Offences Procedures Act*, the [Government of Alberta has enabled community peace officers](#), in addition to police, to issue tickets to enforce COVID-19 public health orders. Fines now administered through tickets for violating an order have increased to a prescribed fine of \$1,000 per occurrence and courts will also have increased powers to administer fines of up to \$100,000 for a first offence and up to \$500,000 for a subsequent offence for more serious violations.

Through the *Public Health (Emergency Powers) Act*, the Government of Alberta has amended the *Peace Officer Act* to allow the Minister of Justice to expand the authority and jurisdiction of peace

officers without the consent of the peace officer or the authorized employer when a state of emergency or state of public health emergency has been declared. The Minister has indicated that this change has been made to ensure peace officers are able to enforce public health orders related to social isolation and limits on group gatherings.

8. Municipal Deadline Extensions

In early April, Municipal Affairs issued Ministerial Order No. MSD:022/20, which provided a blanket extension (until October 1, 2020) for a wide range of municipal processes. Based on concerns expressed by RMA, its members, and other municipal stakeholders about the unintended consequences of the blanket extensions, the GOA has repealed MSD:022/20 and replaced it with two new ministerial orders with more focused extension allowances.

Ministerial Order [No. MAG:014/20](#) focuses on assessment and tax recovery related deadlines, while Ministerial Order [No. MSD:036/20](#) address planning and development deadlines and other miscellaneous deadlines. It also includes some transitional provisions to clarify that some deadlines initially impacted by MSD:022/20 have now been returned to normal. The [April 24 edition](#) of *Municipal Governance During the COVID-19 Outbreak – Frequently Asked Questions*, published by Municipal Affairs, provides more information on the current state of deadline extensions.

9. Road Ban Exemptions

[Ministerial Order 23/20](#) exempts commercial vehicles transporting essential supplies related to the COVID-19 pandemic response from municipal road bans. This includes PPE, sanitation supplies, fuel, groceries, as well as fertilizer, grain and seed. This order is in place until August 14, unless cancelled earlier by the Minister. All other commercial vehicles will continue to be governed by municipal road bans. RMA has written to the Minister seeking clarification on this Ministerial Order, including communicating directly with RMA members regarding how they can seek compensation if roads are damaged as a result.

Assessment Model Review

In light of the current environment, the RMA has formally requested to Municipal Affairs that the assessment model review be delayed until 2021. At the time of writing this update, the RMA has not received a response to this request; however, the April meeting has been cancelled.

Until the RMA receives formal notification that the assessment model review will be delayed indefinitely, we will continue to advocate for rural municipalities in this process.

Spring 2020 Resolutions

With the cancellation of the Spring 2020 Convention, the RMA held its first-ever virtual resolution session on April 24, 2020. RMA members endorsed the following [eight resolutions](#):

[1-20S](#) Alberta Wetland Mitigation Directive (*Saddle Hills County*)

- 2-20S** Additional Depreciation of Machinery and Equipment Property (Schedule D) *(MD of Opportunity)*
- 4-20S** Water and Wastewater – Laws, Regulations and Funding *(County of Grande Prairie)*
- 5-20S** Regional Economic Development Alliances Continued Provincial Funding *(MD of Spirit River)*
- 6-20S** Economic State of Crisis *(Brazeau County)*
- ER1-20S** Loss of 2% Strychnine *(Cypress County)*
- ER2-20S** New Physician Funding Framework *(Lac La Biche County)*
- ER3-20S** Housing Management Body Compliance Requirements During Pandemic Response *(Mountain View County)*

Asset Management Update

RMA, in collaboration with AUMA and Infrastructure Asset Management Alberta (IAMA) have received a third round of funding from the FCM’s Municipal Asset Management Program (MAMP). The funding will allow for the delivery of three introductory group learning cohorts that will be delivered around the province over the next year. Each cohort will include approximately 12 municipalities in different regions of the province. The cohorts will allow participants to develop and asset management policy, strategy and team terms of reference, as well as an approach to implement asset management in their municipalities following the cohorts. The funding will also allow for the development and delivery of an advanced group learning cohort that will be offered to some municipalities that already completed the introductory cohort in 2019.

Although it is unclear when in-person cohorts will commence due to the COVID-19 pandemic, the application process will open the week of May 4, 2020. Stay tuned to *Contact* for details.

Rural Healthcare

Through the recently endorsed RMA resolution ER2-20S: New Physician Funding Framework, and RMA board direction, RMA has been advocating for the Alberta Health and the Alberta Medical Association to return to good faith negotiations. This advocacy has been focused on the involved parties reaching an agreement that will ensure timely access to health services for rural Albertans.

Additionally, RMA is expecting the Alberta Health Services (AHS) implementation regarding the AHS review to be released in mid-May. RMA has advocated for the inclusion of a rural lens in the implementation plan, that will address the unique nature of rural healthcare. Check out the RMA member bulletin on [Alberta Health’s investment in rural healthcare](#) for more information.

Federation of Canadian Municipalities Response to COVID-19

The COVID-19 outbreak is an urgent challenge to public health in cities and communities across Canada. FCM is committed to supporting member municipalities with information and resources to help keep Canadians safe during the COVID-19 outbreak. FCM has developed a dedicated [COVID-19 resources for municipalities website](#) linking to resources specific to municipalities, both federally and provincially.

As a result of the pandemic, the [2020 FCM Annual Conference](#) that was scheduled to take place in Toronto has been cancelled.

FCM has also [called on the Government of Canada](#) to undertake several immediate and medium-term actions to support municipalities during COVID-19. Some notable recommendations include:

- Deliver at least \$10 billion in targeted emergency operating funding to all local governments as direct allocations, with at least \$7.6 billion of the fund using a Gas Tax Fund-style allocation formula for all local governments, and \$2.4 billion distributed to municipalities that operate transit systems based on ridership.
- Immediately provide advance payments to municipalities facing urgent liquidity issues.
- Monitor trends in property tax delinquencies and consider additional supports for individuals and businesses that may not be able to pay property taxes after the expiry of short-term municipal deferral programs.

Federal Government's COVID-19 Economic Response Plan

On April 17, Prime Minister Justin Trudeau announced the federal government is investing \$1.7 billion to clean up orphan wells in British Columbia, Alberta and Saskatchewan to keep Canadians working during the COVID-19 pandemic. Up to 1 billion dollars was given to the Government of Alberta to support the province's work to clean up inactive oil and gas wells across the province and \$200 million will be given to the Alberta Orphan Wells Association to support its work to clean up orphan wells. From the 1 billion funding the Government of Alberta created the Site Rehabilitation Program and will provide grants to oilfield service contracts to perform well, pipeline, and oil and gas site reclamation work. The program will launch on May 1, with an initial focus on providing grants to service companies that have been significantly impacted by unprecedented economic downturn. This program will create an estimate of 5,300 jobs in Alberta.

The goal of the federal funding package is to create immediate jobs, help companies avoid bankruptcy and improve the environment by returning these sites to a healthy state. To read the full announcement, click [here](#).

Bill 12: Liabilities Management Statutes Amendment Act 2020

[Bill 12](#) has received royal assent and came into force April 2 and will enable the Orphan Wells Association (OWA) to better manage and accelerate the clean-up of wells or sites that do not have an owner to be accountable for the clean up. The Bill allows for the OWA to play a more active role in reducing the inventory of orphan wells and associated infrastructure, such as pipelines, while protecting landowners and ensuring environmental and public safety.

Rural municipalities are the host to many industry and resource development projects and have been struggling with industry abandoning or orphaning their wells resulting in oil and gas companies not paying taxes. Reclaiming these wells are the utmost importance, but the environment and landowners should not suffer from the cleanup. RMA has reached out to the Minister of Energy to discuss our concerns and gain clarity on the implications of Bill 12. RMA staff will update members on advocacy efforts.

Municipal Climate Change Action Centre (MCCAC) Program Updates

The Municipal Climate Change Action Centre (MCCAC) has exciting programs that can help municipalities address climate change and reduce greenhouse gas emissions, which can also lead to cost savings. MCCAC is still accepting expressions of interest and applications for all programs and will be posting blogs and learning center resources on their webpage.

Visit www.mccac.ca to register for the webinar and learn more about the programs offered by the MCCAC. Make sure to check out RMA's *Contact* newsletter every week for MCCAC program updates.

For more information about future webinars or programs offered by the MCCAC, please visit the MCCAC website or email contact@mccac.ca.

Upcoming EOEP Courses

The **Elected Officials Education Program** (EOEP) offers courses designed specifically to equip municipal elected officials with tools to help them succeed in their role. Due to COVID-19, the three courses scheduled to be held this spring have been cancelled. Full refunds are being issued to those who had registered.

The EOEP is exploring alternative arrangements to deliver courses to municipal leaders. If an appropriate mechanism is identified, RMA will share this information with members through *Contact*. The EOEP looks forward to resuming courses in person when it is safe to do so.

RMA Business Services

RMA Business Services continues to work hard during the COVID-19 outbreak to provide you with the best value on goods and services through four business units: RMA Insurance, RMA Trade, RMA Fuel, and RMA Benefits.

Due to the COVID-19 pandemic, RMA Trade has received requests from our members for N-95 respirators, hand sanitizer, and other anti-bacterial cleaning products. We know that sourcing these items has been a huge challenge and have created a **COVID-19 pandemic supplies webpage** to assist members.

During this challenging time, RMA Business Services would like to reassure members that we are continuing our efforts to provide members access to quality goods and services that will support effective and efficient municipal operations. More than ever, our tagline – Strength. Stability. Service. –

resonates. Please connect with our Business Services team to learn more about how we can continue to support your municipality as we navigate this changing environment.

RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you are receiving the most up to date information, please [subscribe to the Contact newsletter](#). Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta's municipalities.

RMA is also active on social media so follow us on Twitter [@RuralMA](#), check us out on [LinkedIn](#), and find us on [Facebook](#).



May 14, 2020

RE: Genesis Annual General Meeting

ATTN: Genesis Subscriber

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place on **June 5, 2020, at 9:00 a.m. in the method of a Webinar**. All subscribers to Genesis should find attached a proxy form to appoint an individual to attend the meeting if they are unable to attend the webinar. Event details and registration information will be provided closer to the date.

As per our March 13, 2020 notice regarding the postponement of our regular yearly AGM, due to the COVID-19 situation, we are committed to holding our AGM's and will hold it by a way of a webinar session this year. **We hope that each subscriber will have an elected or administrative official in attendance** or assign a proxy. We strongly encourage all subscribers to participate.

Please find the proxy document attached. The Agenda, 2019 Audited Financials and 2019 Actuarial Report will be sent out before the end of May.

For any questions regard this meeting please contact Sheila Ashton at sheila@rmaalberta.com, or at 780-955-4093.

Sincerely,

Duane Gladden
Genesis Principal Attorney

From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: Improving highways, creating jobs in Peace Region
Date: May 6, 2020 11:30:52 AM

Improving highways, creating jobs in Peace Region

May 06, 2020 [Media inquiries](#)

The Peace Region will benefit from more than 870 new jobs through investments in maintenance to highways, bridges, pothole repairs and other safety measures.

These projects are part of the \$2 billion that government announced on [April 9](#) to get Alberta back to work.

“The Peace Region is an increasingly important economic driver for our province, and these projects will help ensure necessary transportation corridors are ready to support the region’s businesses and job creators once the economy recovers, while creating badly needed jobs in the short term.”

Ric McIver, Minister of Transportation

Some of the shovel-ready road and bridge repair projects that will begin in the Peace Region in the next few months include:

- Beginning preparation for grade widening on Highway 697 near La Crete.
- Repaving 19 kilometres of Highway 35 south of the Town of High Level.
- Repaving 32 kilometres of Highway 684 from Highway 2 to the Town of Peace River.
- Repaving 42 kilometres of Highway 43 between Fox Creek and Valleyview.

- Grading 19 kilometres of Highway 679 from Highway 49 to Highway 2.
- Repaving 13 kilometres of Highway 670 east of Highway 43.
- Slide repair on Highway 40 near the Kakwa River.
- Repaving 12 kilometres of Highway 2 from west of Kinuso to east of Highway 33.
- Various slide repairs throughout the Peace Region.

In addition, \$60 million will be spent provincewide on pothole repairs and other critical safety measures.

These projects will bring hundreds of badly needed jobs to the Peace region and pave the way for future economic growth, while improving driving conditions, safety, and getting the best value for taxpayers out of existing highways and bridges.

Quick facts

- Alberta has a vast provincial highway network that includes more than 31,400 kilometres of highways (equivalent to nearly 64,000 lane kilometres), of which:
 - almost 28,000 kilometres are paved roads
 - almost 2,500 kilometres are four- and six-lane divided highways

The provincial highway network includes almost 4,600 bridge structures, including bridges, overpasses and large-size culverts.

Alberta Transportation paves about 900 kilometres of highway every year and rehabilitates or replaces about 50 bridges.

Media inquiries

Brooklyn Elhard

780-777-4850
Press Secretary, Transportation

[View this announcement online](#)
[Government of Alberta newsroom](#)