



MACKENZIE COUNTY

REGULAR COUNCIL MEETING

AUGUST 19, 2020
10:00 AM

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, August 19, 2020
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the July 15, 2020 Regular Council Meeting	7
		b) Minutes of the July 30, 2020 Special Council Meeting	25
		c) Business Arising out of the Minutes	
DELEGATIONS:	4.	a)	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Hill Crest School Waterline Extension	31
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1187-20 Land Use Bylaw Amendment to Amend the Minimum Setbacks from Property Line for Development in the Country Recreational Zoning "CREC" in the Land Use Bylaw	35
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		b)		
COMMUNITY SERVICES:	9.	a)	Appointment of Zama Fire Chief and Deputy Fire Chief	65
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		e)		
FINANCE:	10.	a)	Bylaw 1189-20 Borrowing Bylaw – Mackenzie County Wellness Centre	99
		b)	Expense Claims – Councillors	107
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		d)	Financial Reports – January 1, 2020 to July 31, 2020	111
		e)		
		f)		
OPERATIONS:	11.	a)	Heliport Road Asphalt Overlay Clarification	119
		b)	Request for Special Council Meeting	121
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UTILITIES:	12.	a)		
		b)		
PLANNING & DEVELOPMENT:	13.	a)	Bylaw 1190-20 Land Use Bylaw Amendment to Rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” and to Rezone Part of Plan 822 3269, Block 03, Lot A from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1”	123

	b)	Bylaw 1191-20 Land Use Bylaw Amendment to Rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2" (La Crete)	131
	c)	Bylaw 1192-20 Land Use Bylaw Amendment to Rezone Part of SW 7-106-15-W5M from Agricultural "A" to Institutional "I"	137
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	e)	Municipal Development Plan, Land Use Bylaw, & Fort Vermilion Recovery Plan – Request for Proposals	155
	f)	Pluvial Flooding and Development	159
	g)	Sale of Part of Plan 182 2539, Block 01, Lot K (La Crete)	163
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	i)		
ADMINISTRATION:	14.	a) Alberta Municipal Water & Wastewater Partnership Grant Funding	167
		b) Caribou Update (standing item)	
		c)	
		d)	
COUNCIL COMMITTEE REPORTS:	15.	a) Council Committee Reports (verbal)	
		b) Community Services Committee Meeting Minutes	171
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INFORMATION / CORRESPONDENCE:	16.	a) Information/Correspondence	227

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

- 17. a) Sewer Encroachment (s. 27)
- b) 2020 Bursary Applications (s. 17)
- c) Personnel (s. 17)
- d)

NOTICE OF MOTION: 18. a)

**NEXT MEETING
DATES:**

- 19. a) Regular Council Meeting
 September 8, 2020
 10:00 a.m.
 Fort Vermilion Council Chambers
- b) Regular Council Meeting
 September 21, 2020
 10:00 a.m.
 Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the July 15, 2020 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the July 15, 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 July 15, 2020 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, July 15, 2020
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor
Anthony Peters	Councillor
Ernest Peters	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Carol Gabriel	Deputy Chief Administrative Officer/ Recording Secretary
Byron Peters	Director of Planning and Development
Fred Wiebe	Director of Utilities
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
David Fehr	Director of Operations
Willie Schmidt	Fleet Maintenance Manager

ALSO PRESENT: Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on July 15, 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 20-07-406 MOVED by Councillor Braun

That the agenda be approved with the following additions:

- 11. e) Road Maintenance – Potholes
- 14. d) Rural Community Health Provider Attraction and Retention Conference
- 17. a) Labour

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) Minutes of the June 24, 2020 Regular Council Meeting

MOTION 20-07-407

MOVED by Councillor Driedger

That the minutes of the June 24, 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

**GENERAL
REPORTS:**

7. a) CAO and Director Reports for June 2020

MOTION 20-07-408

MOVED by Councillor A. Peters

That the CAO & Director Reports for June 2020 be received for information.

CARRIED

**GENERAL
REPORTS:**

7. b) Disaster Recovery Update (verbal report)

MOTION 20-07-409

MOVED by Councillor Wardley

That the disaster recovery update be TABLED to the closed meeting session.

CARRIED

**AGRICULTURE
SERVICES:**

8. a) None

**COMMUNITY
SERVICES:**

**9. a) Fort Vermilion Corporate Office – Council Chambers
Heat Registers**

MOTION 20-07-410
Requires 2/3

MOVED by Councillor Bateman

That the Fort Vermilion Corporate Office Council Chambers heat registers be received for information.

CARRIED

**COMMUNITY
SERVICES:**

9. b) Fort Vermilion Recreation Society – Repair Request

MOTION 20-07-411
Requires 2/3

MOVED by Councillor Braun

That the budget be amended to include \$5,500.00 for the repairs of the condenser at the Fort Vermilion Recreation Complex, with funding coming from the General Operating Reserve.

CARRIED

FINANCE:

**10. a) Bylaw 1189-20 Borrowing – Mackenzie County
Wellness Centre**

MOTION 20-07-412
Requires 2/3

MOVED by Councillor Driedger

That the budget be amended to include \$25,700,000 for the Mackenzie County Wellness Centre project, subject to grant funding, with \$5M coming from municipal borrowing and \$20.7M coming from other funding sources.

Councillor Bateman requested a recorded vote.

In Favor

Councillor E. Peters
Councillor Cardinal
Councillor Driedger
Councillor A. Peters
Councillor Braun
Reeve Knelsen
Deputy Reeve Sarapuk

Opposed

Councillor Jorgensen
Councillor Bateman
Councillor Wardley

CARRIED

MOTION 20-07-413
Requires 2/3

MOVED by Councillor A. Peters

That first reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.

CARRIED

Reeve Knelsen recessed the meeting at 10:52 a.m. and reconvened the meeting at 11:00 a.m.

TENDERS:

**5. a) Mackenzie Applied Research Association (MARA)
Agronomy Building – Request for Proposals**

MOTION 20-07-414

MOVED by Councillor Braun

That the Mackenzie Applied Research Association (MARA) Agronomy Building – Request for Proposals be opened.

CARRIED

Proposals Received

Alpine Builders	\$579,310.00
Git R Dun Contracting	\$547,762.00
Hiway Steel Structures	\$617,778.00
Savage Construction	\$575,000.00
Square D Carpentry	\$724,377.00

MOTION 20-07-415

MOVED by Councillor Jorgensen

That administration review the Mackenzie Applied Research Association (MARA) Agronomy Building proposals and prepare a list of qualified proposals for later in the meeting.

CARRIED

TENDERS:

5. b) 2020 Heliport Road Asphalt Overlay

MOTION 20-07-416

MOVED by Councillor Braun

That the 2020 Heliport Road Asphalt Overlay Tenders – Envelope 1 be opened.

CARRIED

Tenders Received

Knelsen Sand & Gravel	Required documents enclosed
E Construction	Required documents enclosed

MOTION 20-07-417 **MOVED** by Deputy Reeve Sarapuk

That the 2020 Heliport Road Asphalt Overlay Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Tenders Received

Knelsen Sand & Gravel	\$207,250.00
E Construction	\$214,740.00

MOTION 20-07-418 **MOVED** by Councillor Bateman

That the 2020 Heliport Road Asphalt Overlay contract be awarded to the lowest qualified bidder and that administration negotiate to maximize the scope of the project, while staying within budget.

CARRIED

TENDERS: **5. c) 2020 La Crete Slurry Seal**

MOTION 20-07-419 **MOVED** by Councillor Braun

That the 2020 La Crete Slurry Seal Tenders – Envelope 1 be opened.

CARRIED

Tenders Received

Miller Capilano Maintenance Corporation	Required documents enclosed
-----------------------------------------	-----------------------------

MOTION 20-07-420 **MOVED** by Councillor Wardley

That the 2020 La Crete Slurry Seal Tenders – Envelope 2 be

opened for qualified bidders.

CARRIED

Tenders Received

Miller Capilano Maintenance Corporation	Original Bid \$960,000.00 Less - \$306,405.00 Final Bid \$653,595.00
-----------------------------------------	----------------------------------------------------------------------------

MOTION 20-07-421 **MOVED** by Councillor Wardley

That the 2020 La Crete Slurry Seal contract not be awarded due to being over budget.

CARRIED

MOTION 20-07-422 **MOVED** by Councillor Braun

That administration contact the bidders of the Heliport Road Asphalt Overlay project to obtain an overlay quote for the La Crete North and South Accesses.

CARRIED

TENDERS: 5. d) **2016 Kenworth Super B and Trailers**

MOTION 20-07-423 **MOVED** by Councillor Jorgensen

That the sale of the 2016 Kenworth Super B and Trailers be received for information as no bids were received.

CARRIED

TENDERS: 5. e) **Blue Hills Erosion Project Twp Rd 103-2 – Request for Proposals**

MOTION 20-07-424 **MOVED** by Councillor Wardley

That the Blue Hills Erosion Project Twp Rd 103-2 Request for Proposals Envelope 1 be opened.

CARRIED

Proposals Received

Northern Road Builders
Outback Ventures

Required documents enclosed
Required documents enclosed

MOTION 20-07-425 **MOVED** by Councillor Driedger

That the Blue Hills Erosion Project Twp Rd 103-2 Request for Proposals Envelope 2 be opened for qualified bidders.

CARRIED

Proposals Received

Northern Road Builders	\$282,600.00
Outback Ventures	\$273,600.00

MOTION 20-07-426 **MOVED** by Councillor Jorgensen

That administration review the Blue Hills Erosion Project Twp Rd 103-2 proposals and prepare a list of qualified proposals for later in the meeting.

CARRIED

Reeve Knelsen recessed the meeting at 11:50 a.m. and reconvened the meeting at 12:37 p.m.

MOTION 20-07-427 **MOVED** by Deputy Reeve Sarapuk

That the Mackenzie Applied Research Association (MARA) Agronomy Building project be awarded to the most qualified bidder and that the budget be amended to include \$60,000.00 for the project overage, with the County's portion of \$25,000 funding coming from the General Capital Reserve and the remainder being funded by MARA.

CARRIED

MOTION 20-07-428 **MOVED** by Councillor E. Peters

That the Blue Hills Erosion Project Twp Rd 103-2 be awarded to the most qualified bidder, subject to budget.

CARRIED

FINANCE: 10. b) Expense Claims – Councillors

MOTION 20-07-429 **MOVED** by Councillor A. Peters

That the Councillor expense claims be received for information.

CARRIED

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

MOTION 20-07-430 **MOVED** by Deputy Reeve Sarapuk

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

CARRIED

FINANCE: 10. d) Property Tax Exemption Request– Mackenzie Ski Hill Society

MOTION 20-07-431 **MOVED** by Councillor Driedger
Requires 2/3

That the 2020 taxes for Tax Roll 087019 (Mackenzie Ski Hill Society) be written off in the amount of \$6,621.88.

CARRIED

OPERATIONS: 11. a) Gravel – Request for Additional Funds

MOTION 20-07-432 **MOVED** by Councillor E. Peters
Requires 2/3

That the budget be amended to include \$490,000 from the Gravel Inventory to be added to the Gravel Operating Budget.

CARRIED

PUBLIC HEARINGS: 6. a) Bylaw 1185-20 Land Use Bylaw Amendment to Rezone Part of SE 11-105-15-W5M from Agricultural “A” to Direct Control 2 “DC2”

Reeve Knelsen called the public hearing for Bylaw 1185-20 to order at 1:09 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1185-20 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 Land Use Bylaw Amendment. Byron Peters, Director of Planning and Development, presented the following:

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1185-20. There were no written submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1185-20. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1185-20 at 1:11 p.m.

MOTION 20-07-433

MOVED by Councillor Braun

That second reading be given to Bylaw 1185-20 being a Land Use Bylaw Amendment to rezone Part of SE 11-105-15-W5M from Agricultural "A" to Direct Control 2 "DC2", to accommodate a Retail-General Use.

CARRIED

MOTION 20-07-434

MOVED by Councillor A. Peters

That third reading be given to Bylaw 1185-20 being a Land Use Bylaw Amendment to rezone Part of SE 11-105-15-W5M from Agricultural "A" to Direct Control 2 "DC2", to accommodate a Retail-General Use.

CARRIED

OPERATIONS:

11. b) Online Auction – Fire Trucks

MOTION 20-07-435

MOVED by Councillor Bateman

That the 1990 Ford Superior Fire Truck and the 1991 GMC C7H042 Superior Fire Truck be offered to the Paddle Prairie Metis

Settlement and that the book value of the vehicles in the total amount of \$10,000 be written off if the offer is accepted.

CARRIED

OPERATIONS: 11. c) Antique Vehicles and Equipment

MOTION 20-07-436 MOVED by Councillor Jorgensen

That Antique Vehicles and Equipment be kept for historical purposes and out of service.

CARRIED

OPERATIONS: 11. d) Contract – Tompkins Crossing Ice Bridge

MOTION 20-07-437 MOVED by Councillor Braun

That Administration be authorized to execute the agreement with Alberta Transportation for the Construction and Maintenance of the Tompkins Crossing Ice Bridge as presented.

CARRIED

MOTION 20-07-438 MOVED by Councillor Bateman

That Administration proceed with the one-year extension and creating a two-year sub-contract request for proposals for the Construction and Maintenance of the Tompkins Crossing Ice Bridge.

CARRIED

OPERATIONS: 11. e) Roads Maintenance – Potholes (ADDITION)

MOTION 20-07-439 MOVED by Deputy Reeve Sarapuk
Requires Unanimous

That administration proceed with pothole repairs as discussed.

CARRIED UNANIMOUSLY

UTILITIES: 12. a) None

PLANNING AND DEVELOPMENT: 13. a) Bylaw 1188-20 Land Use Bylaw Amendment to Add Regulation to Prohibit Waste Disposal to Section 8

MOTION 20-07-440 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8, subject to public hearing input.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. b) Policy DEV011 Floodplain Building Restrictions

MOTION 20-07-441 **MOVED** by Councillor Bateman

That Policy DEV011 Floodplain Building Restrictions be approved as presented.

CARRIED

MOTION 20-07-442 **MOVED** by Councillor Bateman

That due to the emergent nature of land use policy revisions required to respond to the 2020 Peace River Ice Jam Flood, Policy DEV011 Floodplain Building Restrictions supersede the Land Use Bylaw.

CARRIED

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

**PLANNING AND
DEVELOPMENT:**

13. c) Development Statistics Report – January to June 2020

MOTION 20-07-443 **MOVED** by Councillor Bateman

That the development statistics report for January to June 2020 be received for information.

CARRIED

ADMINISTRATION:

14. a) Petition to Form a New Municipality

MOTION 20-07-444 **MOVED** by Councillor Wardley

That Mackenzie County continue to support Motion 20-02-123 made by Council on February 26, 2020 in regards to the petition

to form a new municipality.

CARRIED

ADMINISTRATION: 14. b) Tompkins Crossing – Request for Toll Bridge

MOTION 20-07-445 MOVED by Councillor Driedger

That a letter be sent to the Minister of Transportation requesting that the Government of Alberta explore the concept of building a toll bridge at the Tompkins Crossing.

CARRIED

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

MOTION 20-07-446 MOVED by Councillor Jorgensen

That the Caribou update be received for information.

CARRIED

ADMINISTRATION: 14. d) Rural Community Health Provider Attraction and Retention Conference (ADDITION)

MOTION 20-07-447 MOVED by Deputy Reeve Sarapuk
Requires Unanimous

That Councillor Wardley be authorized to attend the Rural Community Health Provider Attraction and Retention Conference on October 6 – 8, 2020 in Drayton Valley, Alberta.

DEFEATED

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

MOTION 20-07-448 MOVED by Councillor Jorgensen

That the Council Committee reports be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 2:44 p.m. and reconvened the meeting at 2:53 p.m.

**COUNCIL
COMMITTEE
REPORTS:**

15. b) Community Services Committee Meeting Minutes

MOTION 20-07-449

MOVED by Councillor Braun

That the unapproved minutes of the Community Services Committee Meeting of July 8, 2020 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. c) Municipal Planning Commission Meeting Minutes

MOTION 20-07-450

MOVED by Councillor Braun

That the Municipal Planning Commission meeting minutes of June 11 & 25, 2020 be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 20-07-451

MOVED by Deputy Reeve Sarapuk

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

CARRIED

CLOSED MEETING:

17. Closed Meeting

MOTION 20-07-452

MOVED by Councillor Driedger

That Council move into a closed meeting at 3:17 p.m. to discuss the following:

17. a) Labour

7. b) Disaster Recovery Program Update

CARRIED

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

- All Councillors Present
- Len Racher, Chief Administrative Officer

The following individuals joined the closed meeting discussion at 3:40 p.m.:

- Carol Gabriel, Deputy Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Byron Peters, Director of Planning & Development
- Fred Wiebe, Director of Utilities

MOTION 20-07-453 **MOVED** by Councillor Bateman

That Council move out of a closed meeting at 4:10 p.m.

CARRIED

CLOSED MEETING: **17. a) Labour (ADDITION)**

MOTION 20-07-454 **MOVED** by Councillor Driedger
Requires Unanimous

That the labour discussion be received for information.

CARRIED

CLOSED MEETING: **17. b) Disaster Recovery Program**

MOTION 20-07-455 **MOVED** by Councillor Bateman
Requires 2/3

That the budget be amended to include an additional \$1M for the installation of municipal services, with funding coming from the General Capital Reserve.

CARRIED

MOTION 20-07-456 **MOVED** by Councillor Braun

That the Innovative Recovery Solution Application be presented to the Minister of Municipal Affairs for consideration.

CARRIED

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

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

Committee of the Whole Meeting
August 18, 2020
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
August 19, 2020
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **20. a) Adjournment**

MOTION 20-07-457 **MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 4:16 p.m.

CARRIED

These minutes will be presented to Council for approval on August 19, 2020.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Carol Gabriel, Deputy Chief Administrative Officer (Legislative & Support Services)
Title:	Minutes of the July 30, 2020 Special Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the July 30, 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 July 30, 2020 Special Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**Thursday, July 30, 2020
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve (teleconference, left the meeting at 12:00 p.m.)
Jacque Bateman	Councillor (teleconference)
Peter F. Braun	Councillor (teleconference)
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor (teleconference, joined at 11:27 a.m.)
Anthony Peters	Councillor
Ernest Peters	Councillor (teleconference)
Lisa Wardley	Councillor (teleconference)

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Byron Peters	Director of Planning & Development
Fred Wiebe	Director of Utilities
Jennifer Batt	Director of Finance
Don Roberts	Director of Community Services
Colleen Sarapuk	Public Works Administrative Officer/Recording Secretary

ALSO PRESENT:

Minutes of the Special Council meeting for Mackenzie County held on July 30, 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 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 20-07-458 MOVED by Councillor A. Peters

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:** 3. a) None

DELEGATIONS: 4. a) None

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

**GENERAL
REPORTS:** 7. a) None

**AGRICULTURE
SERVICES:** 8. a) None

**COMMUNITY
SERVICES:** 9. a) None

FINANCE: 10. a) 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 20-07-459 **MOVED** by Councillor Driedger

That Council move into a closed meeting at 10:04 a.m. to discuss the following:

17. a) Land (*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
- Colleen Sarapuk, Public Works 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

Reeve Knelsen recessed the meeting at 11:09 a.m. and reconvened the meeting at 11:20 a.m.

Councillor Jorgensen joined the meeting via teleconference at 11:27 a.m.

Deputy Reeve Sarapuk left the meeting at 12:00 p.m.

MOTION 20-07-460 **MOVED** by Councillor Jorgensen

That Council move out of a closed meeting at 12:49 p.m.

CARRIED

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

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

Committee of the Whole Meeting
August 18, 2020
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
August 19, 2020
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **20. a) Adjournment**

MOTION 20-07-461 **MOVED** by Councillor Cardinal

That the Council meeting be adjourned at 12:49 p.m.

CARRIED

These minutes will be presented to Council for approval on August 19, 2020.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Fred Wiebe, Director of Utilities
Title:	TENDERS Hill Crest School Waterline Extension

BACKGROUND / PROPOSAL:

The Fort Vermilion School Division (FVSD) approached Mackenzie County requesting to extend the rural waterline west along Township Road 107-4 to the Hill Crest School. The project also includes installation of pumps and process equipment at the Fort Vermilion Truck Fill to allow water supply from Fort Vermilion to Hill Crest Community School.

Fort Vermilion School Division received a provincial grant to complete this project. The funds would be provided by FVSD with the project being managed by Mackenzie County.

The pump portion of the project will be tendered separately from the waterline extension portion.

The scoring matrix that will be used to award the tender are as follows:

Related Project Experience	Maximum 30 Points
Local Vendors	Maximum 10 Points
Bid Price	Maximum 60 Points
Total	100 Points

OPTIONS & BENEFITS:

The tender includes three (3) waterline size options; 150mm, 200mm, and 250mm. This new waterline would connect to our existing 150mm line. The reason for the larger options are to assist future water expansion and population growth. Leaving these three options will provide choices depending on cost of each of these waterline sizes and how that fits within budget if Council would like to proceed with the pumps at the Fort Vermilion Truck Fill.

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

COSTS & SOURCE OF FUNDING:

Fort Vermilion School Division Provincial Funding - \$400,000

SUSTAINABILITY PLAN:

Utility Infrastructure

Strategy C5.2 Provide additional rural potable water truck fill sites so all residents reside within 35 minutes of potable water.

COMMUNICATION / PUBLIC PARTICIPATION:

Successful bidder will be notified and Alberta Purchasing Connection (APC) will be updated.

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Hill Crest School Waterline Extension Tenders - Envelope #1 be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the unqualified Hill Crest School Waterline Extension Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the Hill Crest School Waterline Extension Tenders - Envelope #2 be opened for the qualified bidders.

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

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That administration review and evaluate the Hill Crest School Waterline Extension Tenders – for awarding and bring back a recommendation later in the meeting.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the Hill Crest School Waterline Extension contract be awarded to the most qualified bidder with ____mm waterline size, while staying within budget.

Motion 6:

Simple Majority Requires 2/3 Requires Unanimous

That administration proceed with tendering pumps for the Fort Vermilion Truck Fill.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	PUBLIC HEARING Bylaw 1187-20 Land Use Bylaw Amendment to Amend the Minimum Setbacks from Property Line for Development in the Country Recreational Zoning “CREC” in the Land Use Bylaw

BACKGROUND / PROPOSAL:

Mackenzie County administration is proposing a change to the minimum setbacks from property line for development on all lots located in the Country Recreational “CREC” zoning.

There are two (2) areas in Mackenzie County that are zoned Country Recreational “CREC”. These are the La Crete Golf Course lots and Hutch Lake lots.

The proposed change would be reducing the existing minimum setback of 12.2 meters (40 feet) from all property lines in this Country Recreational “CREC” district to 9.1 meters (30 feet) from the front property line and 3.1 meters (10 feet) from the sides and rear.

The reason for this change is that the lot sizes are very small in these “CREC” subdivisions. If the developers need to build 40 feet from all boundaries on these lots, the development envelope is limited.

There are many setback variance requests in the Hutch Lake area and often the applicants struggle with arranging their yard site to their liking, even with the variance. The Golf Course subdivision lots are smaller than Hutch Lake lots and therefore would face even greater building challenges.

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

MPC 20-06-071 MOVED by Beth Kappelar

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

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in “CREC”, subject to public hearing input.

CARRIED

This item was taken to Council on June 24, 2020 for first reading where it was passed with the following motion:

MOTION 20-06-393 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational “CREC”, zoning district, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Current costs consisted of advertising the public hearing and property landowner letters, which was borne by the Planning & Development Department.

SUSTAINABILITY PLAN:

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

COMMUNICATION/PUBLIC PARTICIPATION:

The bylaw amendment has been advertised as per MGA requirements, this included notifying all property landowners.

POLICY REFERENCES:

Not applicable at this time.

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

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational “CREC”, zoning district, to accommodate a larger development envelope.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational “CREC”, zoning district, to accommodate a larger development envelope.

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

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 1187-20

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1187-20
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE MACKENZIE COUNTY LAND USE BYLAW
TO AMEND THE MINIMUM SETBACKS FROM PROPERTY LINES IN THE
COUNTRY RECREATIONAL “CREC” ZONING DISTRICT

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 by amending the minimum setbacks from property line for development to Section 9.5.3, from 12.2 meters (40 feet) from all property lines to 9.1 meters (30 feet) from the front property line and 3.1 meters (10 feet) from the sides and rear in the Country Residential “CREC” Zoning District to accommodate a larger development envelope.

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

1. That the Mackenzie County Land Use Bylaw Section 9.5.3 be amended with minimum setback requirements within the Country Recreational (CREC) District:

Country Recreational (CREC)

Regulation	Standard
Max. Dwelling Density	1 RECREATIONAL VEHICLE and 1 COTTAGE/PARK MODEL; or 2 RECREATIONAL VEHICLES per LOT
Max. Lot Coverage	25%
Min. Lot Dimensions	
Width	30.5m (100.0ft)
Depth	45.7m (150.0ft)
Min. Setback	

Regulation	Standard
Yard – Front	12.2m (40.0ft) 9.1 meters (30 feet)
Yard – Side	12.2m (40.0ft) 3.1 meters (10 feet)
Yard – Rear	12.2m (40.0ft) 3.1 meters (10 feet)

2. This bylaw shall take effect on the date of the third and final reading thereof.

READ a first time this 24th day of June, 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

Barry Toker/Becky Toker

FACSIMILE TRANSMISSION

DATE August 10, 2020

DESTINATION FAX NUMBER 780-927-4266

PLEASE DELIVER THE FOLLOWING PAGES TO:

NAME: Lynda Washkewich

FIRM/ORGANIZATION: Mackenzie County Planning + Development

LOCATION: Lord Vermilion

SPECIAL INSTRUCTIONS:

To follow letter in support of
By-law 1187-20 Amendment.
Original document to be sent in mail
today.

THE FOLLOWING FAX CONSISTS OF 2 PAGES, INCLUDING COVER SHEET,
IF THIS MESSAGE IS NOT TRANSMITTED CLEARLY, PLEASE CONTACT
BARRY AT _____ AS SOON AS POSSIBLE
THANK YOU!

780-926-1231

Barry and Becky Toker

[REDACTED]

Hutch Lake

August 10, 2020

Planning and Development Department

Mackenzie County

Box 640

Fort Vermilion

Dear Council

We are in full support of the County amending Section 9.5.3 of the Mackenzie County Land Use By-Law as it relates to the County Recreational District at Hutch Lake. The current property line development off-sets are too restrictive for proper development of the cottage area particularly on the smaller lots. Forcing all developments into the centre of the lots with current large off sets results in out buildings used for firewood, storing recreational vehicles and fuel supplies being built too close to each other and the main seasonal cottages. In the event of a fire; the close proximity of these structures to each other greatly increases the chance that all buildings and contents would be lost.

There are also a number of lots that cannot be sold for development due to them being designated for drainage, lake access or County development. Allowing property owners adjacent to these lots to build closer to their property lines would have no impact on adjacent property owners or the County's designated use of these lots.

I have talked to a number of Hutch Lake property owners and they were all in favour of the By-Law amendment. We hope that the Mackenzie County Council approve this amendment which will provide us with more flexibility with our property development.

Respectfully Submitted

Barry and Becky Toker

[REDACTED]



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 1188-20 Land Use Bylaw Amendment to Add Regulation to Prohibit Waste Disposal to Section 8

BACKGROUND / PROPOSAL:

Mackenzie County has received concerns of waste being disposed of inappropriately, including being dumped on property from which the waste did not originate. In order to clarify that this is not permitted, the Committee of the Whole has asked that the Land Use Bylaw be amended to include reference to the provincial guidelines on the matter.

The Alberta Environmental Protection and Enhancement Act states that:

176 *No person shall dispose of waste except*

(a) At a waste management facility, or in a container the contents of which will be taken to a waste management facility, that is the subject of the appropriate approval, registration or notice required under this Act, or

(b) In accordance with the written authorization of the Director.

The Committee of the Whole also suggested that this amendment include the reporting line for illegal dumping or disposal of waste, this number is 1-800-222-6514.

The proposed Bylaw was taken to Council for first reading on July 15, 2020 where the following motion was made:

MOTION 20-07-440 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8, subject to public hearing input.

Author: N Friesen **Reviewed by:** C Smith **CAO:**

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Public Hearing is required prior to second and third reading.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8.

Author: N Friesen Reviewed by: C Smith CAO: _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 1188-20

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1188-20
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 Add Regulation to Prohibit Waste Disposal to Section 8.

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

1. That the Mackenzie County Land Use Bylaw 1066-17, Section 8 be amended with the following addition:

8.63 Waste Disposal

8.63.1 As stated in the Alberta Environmental Protection and Enhancement Act (AEPA) Section 176, no waste shall be disposed of in any location other than a waste management facility.

8.63.2 For more information on appropriate waste disposal or to report illegal dumping, call 1-800-222-6514

READ a first time this 15th day of July, 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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO & Director Reports for July 2020

BACKGROUND / PROPOSAL:

The CAO and Director reports for July 2020 are attached for information.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the CAO & Director reports for July 2020 be received for information.

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

MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

Daily Activities Log for

Date	Comments
July 2	Discuss MARA project
July 6	Mitigation Business Case discussions
July 8	Community Services Committee
July 10	FV Neighborhood meetings
July 11	FV Neighborhood meetings
July 14	Committee of the Whole/FV Neighborhood meeting
July 15	Council meeting
July 22	Work on FV recovery
July 24	Meet with DRP team members
July 28	Meet with La Crete contractor
July 29	ASB meeting
July 30	Special Council meeting
July 31	Meet with finance

Respectfully,

Len Racher
Chief Administrative Officer

REPORT TO THE CAO

For the Month of July, 2020

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

Meetings Attended

- 2020-07-08 Attended the Community Services Committee meeting.
- 2020-07-10 Attended the Fort Vermilion neighbourhood meetings for flood affected businesses and residents.
- 2020-07-11 Attended the Fort Vermilion neighbourhood meetings for flood affected residents.
- 2020-07-14 Committee of the Whole Meeting and Fort Vermilion hamlet meetings for non-flooded residents.
- 2020-07-15 Council Meeting
- 2020-07-21 Flood recovery open house
- 2020-07-22 – 2020-08-03 Vacation
- Numerous disaster recovery meetings throughout the month.
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council, correspondence, etc.
- Research and responding to inquiries.
- Staying up to date with information released by Alberta Municipal Affairs regarding the COVID-19 pandemic and changes affecting municipal operations.
- Coordinating with the Towns regarding Tri-Council meetings.

Appeal Boards

- Deadline for assessment appeals is August 7, 2020.

Bylaws/Policies/Reports/Publications:

- Preparation of the 2019 Annual Report had begun however will be delayed due to the COVID-19 pandemic and the 2020 flood event.
- Final 2020 Budget Document will be posted online once complete, however has been delayed due to the COVID-19 pandemic and the 2020 flood event.

Human Resources:

- Responding to employee inquiries.
- Advertising various positions, interviews, etc.

Records Management:

- Ongoing requests for access to information.

Enhanced Policing

- Regular updates to Council are scheduled for the second council meeting of each month.
- Coordinating with the RCMP for resumption of services at the La Crete office.

Events/Community Engagement:

- Small group meetings were held on July 10 and 11 for flooded business owners, residents, and renters to discuss the disaster recovery process.
- Hamlet meetings were held on July 14th for non-flooded hamlet residents to discuss the disaster recovery process.
- An open house was held on July 21st to discuss the disaster recovery and information will be available once plans have been confirmed.

Emergency Management

- Updating the Emergency Directory and Agency contacts as well as other components of the emergency plan has been put on hold due to the COVID-19 pandemic and the 2020 flood event.
- Next meeting of the Northwest Alberta Regional Emergency Advisory Committee will be held once Tri-Council meetings resume.
- Continue to act as the Communications Coordinator for the Disaster Recovery Team 2020 flood event.
- Coordinating meetings with the Deputy Minister of Municipal Affairs for disaster recovery discussions.
- Coordinating small group meetings, hamlet meetings, and the open house.

Other:

- Assisting Community Services Department with meeting preparations and updating documents, etc.
- Weekly advertisements to the newspaper.
- Ongoing updates to the County's Social Media including the website, Facebook, etc.
- Assisting with numerous 2020 disaster recovery advertising and Social Media postings.
- Ongoing form review and updating.
- Preparing for various meetings.
- Meeting coordination.
- Assisting other departments as required.

MONTHLY REPORT TO THE CAO

For the Month of July, 2020

From: David Fehr
Director of Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Parks	Ongoing	Maintenance is ongoing in parks and other areas within the hamlets.
Repairing potholes	Ongoing	Fixing potholes as needed
Inspecting new accesses	Ongoing	Inspecting accesses as they are finished.
Spot graveling	Ongoing	On an as needed basis.
Bridge Maintenance	Ongoing	Sweep bridge decks and minor maintenance of bridge
Street sweeping	Ongoing	Street sweeping is ongoing as needed.

Projects		Timeline	Comments
Interim Housing		Ongoing	Work with the disaster recovery team to get the interim housing area ready for trailers.
Line Painting		Complete	Line painting has been completed
Ski Hill		Ongoing	Bridge has been installed and backfilling almost complete with bridge rail to be done
New Roads		Ongoing	A couple of new roads are under construction by farmers. We will monitor and assist as required.

Meetings attended in July

- **Tompkins Ice bridge Negotiations.**
- **Disaster Recovery Team Meeting**
- **Committee of the Whole Meeting**
- **Council Meeting**
- **Disaster Recovery Team Meeting**
- **Skype Meeting – Interim Housing Discussion**
- **Drainage Meeting – Tompkins**
- **JH&S Meeting**

Respectfully,

David Fehr
Director of Operations

MONTHLY REPORT TO THE CAO

For the Month Ending July, 2020

From: Jennifer Batt
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2019 Operating & Capital Budget	Ongoing	Final review and reconciliations for the 2019 Year End Audit completed. Audit is being completed remotely.
MSI Reporting	Ongoing	2019 Statement of Funding Expenditures drafted, and under review by auditors. Awaiting final review to submit. Projects submitted for MSI funding in the 2020 budget.
GAS Tax	Ongoing	Awaiting approval on 2020 projects submitted. Financial Statement Audit review by Municipal Affairs ongoing.
Disaster Recovery Program -Peace River Ice Jam / Overland Flood	Ongoing	Requested follow up to funding for resident costs incurred by the County that was denied by DRP. DRP will allocate costs against 2020 Flood recovery claim. Attend multiple community engagement meetings. Work w various GOA agencies on the flood recovery plan and funding streams available. Business cases plan development meetings. Meet with Deputy Minister Wynnek to discuss Flood Recovery plans for Mackenzie County.

<p>-Chuckegg Wildfire</p> <p>May wildfires</p>		<p>All projects submitted to DRP for review. Back up documents that were requested have been submitted. Advised DRP of an invoice received post submission that will be submitted to them.is still under review.</p> <p>Requested that Chuckegg file and all outstanding be reviewed in the near future.</p> <p>Awaiting review by DRP.</p>
<p>2020 Operating & Capital Budgets</p>	<p>Ongoing</p>	<p>Updated approved 2020 Operating and Capital Budget updated to current Council motions. 3 year operating plan, and 5 year capital plan requirements to be reviewed for 2020.</p>
<p>Tax Collection – Lawyer</p>	<p>Ongoing</p>	<p>tax collection files currently 1 – awaiting response from ratepayer</p>
<p>Emergency Management Team – COVID 19 response</p>	<p>Ongoing</p>	<p>Track costs incurred.</p>

Monthly Report to the CAO

For the Month of July, 2020

From: Don Roberts
Director of Community Services

Meetings Attended in July 2020

Council
Community Services
Committee of The Whole
Joint Health & Safety
Site safety meetings, Fort Office and Fort Shop
Alberta Environment & Parks – Lands Division
Zama Fire Department
Alberta Recycling/Transfer Station
Managers
Flood Clean-up

Fort Vermilion, La Crete and Zama Fire Departments

Activity Summary Report for July 2020

05 - Alarms
16 - Fire
15 - Medical Co-response
07 - Motor Vehicle Incident
0 - Disaster Response
0 – Hazzmat/Hazard

Health and Safety

The Health and Safety Committee is changing its format when holding site safety meetings. All meetings are going to focus on one particular safety topic. With this format, employees will better understand the safety program with less time devoted to trying to understand a lot of information at one time.

Our COR audit scheduled for March has been postponed. AMHSA: Alberta Municipal Health & Safety Association, our partner in prevention has given us a new deadline of December. The audit is documentation and no interview process. New HSC members are scheduled for required on line courses.

Parks and Recreation

Campgrounds are in full operational mode and Wadlin has reported max capacity on one occasion.

Statistics with numbers as of mid-July:

	<u>Wadlin Lake</u>	<u>Hutch Lake</u>	<u>Machesis</u>
Overnight Campers	2755	667	189
Day Use	1252	3211	1110

No major complaints of COVID issues or how we are managing the issue in the campgrounds. We are receiving complaints on the firewood and the request of split wood.

Alberta Environment and Parks are encouraging all 10 year plans for campgrounds to be submitted as soon as possible.

FRIAA Funding

FRIAA grant application must be submitted by Sept 14, 2020. Administration and Alberta Forestry will be submitting applications for vegetation management projects in Zama to continue with the 10-year vegetation plan.

By-Law Enforcement

The function of By-law enforcement has been challenging over the last few months with the vacancy of a by-law officer. Administration has received numerous complaints on uncut grass and weeds within hamlets, unsightly premises, and dogs.

With the help from the Agriculture Department we have identified over 100 properties in Fort Vermilion and La Crete for weeds and unkempt yards. Clean-up orders have been sent out with positive results. Stray dogs are an ongoing issue that the Agriculture Department is assisting with when they are available. Administration is looking at possibly contracting “Dog Catcher” out as they have done in other municipalities

Transfer Stations.

Alberta Recycling Program has developed a Pilot Project where a substantial amount of electrical products will be collected. At the present time our transfer stations are collecting televisions and computers and other products. The pilot project request we collect all household electrical products. Coffee makers, vacuum cleaners, curling irons, etc. Basically if it comes from the house and has an electric cord, it is collected. Some exceptions are items such as lights. It is hard to distinguish in some cases between industrial and residential lights.

Monthly Report to the CAO

For the month of July, 2020

From: Byron Peters,

Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPRP. Caribou task force is creating a sub-regional plan.
Community Infrastructure Master Plans	Q4 2020	Administration has completed preliminary review and will need to direction from Council on how to appropriately proceed. Engineer is reviewing the documents.
Industrial Growth Strategy – La Crete	Q4 2020	Received draft copy of the plan, need to schedule additional engagement, and coordinate next steps.
New Aerial Imagery	Q3 2020	Photography has been completed, currently processing the images and data.
Municipal Development Plan	Start Q3 2020	RFP to be awarded this meeting. The project scope has increased substantially and a budget amendment will need to occur.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development Strategy	Ongoing	CARES grant project is well underway. Keith & Associates completing most the work on our behalf. A&W Consulting to complete the rest of the project. The consultant is hosting a virtual presentation today regarding agricultural investment.
Streetscape	Ongoing	Have not had any meetings regarding 2020 priorities. Informal conversations with some business owners to gauge some ideas.
Airport Planning	Q4 2020	WSP has been engaged to update the AVPA for LC and FV airports, and to revise the airport development plans. Currently being reviewed by administration. FV development plan

		needs to be revised to account for flooding.
Inter-municipal Collaboration Frameworks and Inter-municipal Development Plans	April 2021 completion deadline.	ICF's will be accepted by the MoMA but MoMA will not respond. Rainbow Lake: IDP exemption and ICF agreement submitted to MoMA for approval. High Level: ICF agreement complete and to be submitted. Northern Lights: ICF agreement submitted to MoMA. MD Opportunity: ICF agreement submitted to MoMA. Northern Sunrise: ICF agreement submitted to MoMA. RM Wood Buffalo: ICF agreement submitted to MoMA.
La Crete Area Transportation Network Analysis	Start Q3 2020	Have engaged Associated Engineering to begin the project – will evaluate growth projections for the community and develop a plan for adequate access to the provincial network. Will focus on the North Access & intersection initially in order to work with AT.

Personnel Update:

The Planning & Development department has contracted services from MS Municipal Solutions, ISL Engineering, and O2 Planning & Design in order to keep up with the demand that the department is experiencing, but it is still a struggle to meet the current demand for permits and project/contract supervision.

The Permitting Clerk for Disaster Recovery in Fort Vermilion is done as she is returning to school, Fort Vermilion Disaster Recovery permitting will fall to development staff. This will place an additional strain on the department, but is a necessary service to provide at this time.

Other Comments:

The spring ice jam flooding has created a lot of additional work and has placed a big demand on my time (and on many other staff). There are many complex decisions that need to be made, and these decisions merit a lot of time and effort as the outcomes will have a significant impact on the affected communities and residents.

Development and subdivision demand is still high as applications for both are steady. We are expecting that three (3) of our multi-lot subdivisions will be registered this early fall. Subdivision inspections are being booked and conducted throughout the next three weeks.

REPORT TO CAO

July, 2020

From: Grant Smith
Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2020	Roadside spraying will commence on June 10 th . Completion is July 10 th . Area sprayed in 2020 is from the Peace River, south to TWP Rd 106-0 (Airport Rd). The ASB is continuing the "Do Not Spray Program".
Weed Inspection	2020	Weed assessments are being reviewed and the Assistant Fieldman will be interviewing landowners with noxious weed problems to plan control strategies in 2020. A contract Weed Inspector has been hired. There is a significant increase in Noxious weed infestations in organic fields. This is likely due to an over abundance of moisture as fields looked good in June.
Buffalo Head Truck Fill Hay Lease	2020	Bids were opened at the November 27 th council meeting. A total of six bids were received on 6.5 acres of brome/alfalfa hay ground. The highest bid was \$375 for a three year term.
Emergency Livestock Response Plan	April 2020	The Draft has been completed, meetings are scheduled with local Ag Society's to discuss MOU's to use their facilities as Livestock Relocation Centers during a livestock evacuation.. The ELRP was presented to the ASB on March 20 th .
Wolf Bounty	January 2020	The Wolf Bounty was discontinued on January 17 th as program funds were depleted. Total number of wolves tagged: 640
Shelterbelt Program	Spring 2020	Trees were picked up in Fairview on June 10 th . A total of 9940 seedlings were received. The only species not received was Golden Willow. Species received: White Spruce, Blue Spruce, Lilac, Siberian Larch, Green Ash &

		Lodgepole Pine.
VSI Program	2020	Mackenzie County is still participating in the program.
Water Pumping Program	November 2020	Rates will double after October 21 st as there are usually damages to pipes due to cold weather. This is to encourage ratepayers to rent before cold weather sets in.
Roadside Mowing	2020	Commencement date was July 11 th , completion date is August 15 th . This year there is appears to be a lot of culvert damage. Contractors have been notified. There is a standard 10% holdback on all contracts to cover damages to county infrastructure, etc.

Capital Projects

Projects	Timeline	Comments
Blue Hills erosion repair Twp Rd 103-2		Requests for proposals were opened in Council on July 15 th . Two proposals were received. Northern Road Builders: \$282,600. Outback Ventures: \$273,600. The contract was awarded to Outback Ventures. Completion date is August 31 st . Budgeted amount is \$275,000.

Personnel Update:

--

Other Comments:

--



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Appointment of Zama Fire Chief and Deputy Fire Chief

BACKGROUND / PROPOSAL:

On August 11, 2020 administration received the resignation of the Zama Fire Chief and the Deputy.

The Zama Fire department held elections on August 12, 2020 for a new Fire Chief and Deputy.

Members of the Zama Fire Department make the following recommendations (see attached minutes):

1. That Shawn Hiltz be appointed as the Zama City Fire Chief.
2. That Roxanne Tarr be appointed as the Zama City Deputy Fire Chief

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

Letter to nominated candidates.

POLICY REFERENCES:

Bylaw 985-15 Fire Services

5.3 The Fire Chief and Deputy Chief shall be appointed by Council for each Fire Service upon recommendation of the CAO, and from the Members of the Fire Service for a two-year term.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Shawn Hiltz be appointed as the Zama City Fire Chief for a two-year term effective August 19, 2020

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Roxanne Tarr be appointed as Zama City Deputy Fire Chief for a two-year term effective August 19, 2020

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

From: [Matt Davis](#)
To: [Don Roberts](#)
Subject: Zama Fire Chief Resignation Letter
Date: August-11-20 8:47:19 PM

The past years on the Zama Fire Department have been nothing but a great opportunity, the chance to learn, meet new people and most importantly help the community and the people in it. Unfortunately all good things must come to an end. This letter states my official resignation as the Fire Chief of Zama Fire Department due to relocating to the town of High Level due to career change. I would like to thank the Mackenzie County for their full support toward the fire department and the members. I wish nothing but the best but most importantly safety to the Fire Departments throughout the Mackenzie County in the future. Thank you!

Sincerely,
Matthew Davis

Sent from my iPhone

From: [Mike Kettle](#)
To: [Don Roberts](#)
Subject: ZFD resignation
Date: August-11-20 8:32:24 PM

To Don Roberts;

Please let this letter serve as my resignation from the Zama Fire Department effective immediately, August 11, 2020. This decision was not easy for me but due to unforeseen circumstances and work related changes it leaves me no time to be a volunteer fire fighter.

During my 13 years with the department I have met many wonderful friends and felt as though I was doing my best to support the community.

I have already discussed my intentions with the rest of my colleagues and they understand the situation. I do apologize if this leave you in a tough situation but I had to make the choice that was best for me and my family. I will cherish my time with the department and will look at mementos I have accumulated with pride.

If you need to discuss with me any further or need more details please contact me at (780) 926-6336 or email bpsltd@live.ca. I will be more than happy to answer any questions or provide any information that will make the up and coming department succeed. I would also like to thank you personally for your support over the years with the department.

Cheers,
Mike Kettle

**MACKENZIE COUNTY
Zama Fire Department Election Meeting**

**August 12, 2020
12:30 p.m.**

**High Level Fire Training Grounds
High Level, Alberta**

PRESENT:	Allan Monroe	Member
	Michael Lambert	Member
	David Hiltz	Member
	Shawn Hiltz	Member
	Roxanne Tarr	Member
	John Ballos	Member
	Adam Blake	Member
	Thomas Crowfoot	Member
REGRETS:	Dustin McElvie	Member
ADMINISTRATION:	Don Roberts	Director of Community Services

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

Don Roberts called the meeting to order at 12:30pm.

ELECTION OF FIRE CHIEF & DEPUTY FIRE CHIEF **2. a) Election of Fire Chief**

Don Roberts called for nominations for the position of Fire Chief for the Zama Fire Department for the period August 19, 2020 to August 19, 2022.

MOTION

First call:
Tomas Crowfoot nominated Shawn Hiltz

Accepted

Second Call:
No further nominations.

ZFD-20-08-001

MOVED by Roxanne Tarr

That nominations cease for the position of Fire Chief

CARRIED

Shawn Hiltz was Acclaimed as Fire Chief for the Zama Fire Department for the period August 19, 2020 to August 19, 2022.

3.a) Election of Deputy Fire Chief

Don Roberts called for nominations for the position of Deputy Fire Chief for the Zama Fire Department for the period August 19, 2020 to August 19, 2022

First call:
Mike Lambert nominated Roxanne Tarr

Accepted

Second Call:
No further nominations.

ZFD 20-08-002

MOVED by John Ballos

That nominations cease for the position of Deputy Fire Chief

CARRIED

Roxanne Tarr was Acclaimed as Deputy Fire Chief for the Zama Fire Department for the period August 19, 2020 to August 19, 2022.

ADJOURNMENT:

3. a) Adjournment

ZFD 20-08-003

MOVED by Allan Monroe

That the meeting be adjourned at 1:00 p.m.

CARRIED

Shawn Hiltz
Zama Fire Chief

Don Roberts
Director of Community Services



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Off Highway Vehicle (OHV) Use – Hamlet of Fort Vermilion

BACKGROUND / PROPOSAL:

In 2014 Mackenzie County developed by-laws regulating the control, use and operations of off highway vehicles in all three hamlets.

Individual Hamlet bylaws were basically the same with variations on “operations of OHV” in order to facilitate individual community needs.

Recently Administration was approached with a request that would require the revision of the Fort Vermilion, or other Bylaw, that would allow ATV’ s to be used within the Hamlet to perform task/chore like activities. Hauling garbage to the dump, plowing snow, hauling lawn equipment between residents, etc.

Presently the Fort Vermilion Bylaw states:

OPERATION OF OFF-HIGHWAY VEHICLES

- a) No person shall operate an off-highway vehicle within the municipal boundaries of the Hamlet, except that
 - i) an operator of an off-highway vehicle is authorized to operate an off-highway vehicle within provincial legislation on any alley or roadway to transport the off-highway vehicle by the most direct and shortest route of travel, from a residence to exit and to enter a Hamlet; or
 - ii) the use is for the purpose of acquiring service or maintenance on the off-highway vehicle; or
 - iii) the use is within the areas of a Hamlet zoned for Hamlet General pursuant to the Municipal Land Use Bylaw; or

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

iv) The Chief Administrative Officer may, upon application from an association or society registered under the Societies Act whose mandate involves the operation of off-highway vehicles, approve the use of off-highway vehicles within the boundaries of the Hamlet for a specific period of time as a special event.

OPTIONS & BENEFITS:

Option 1

For the Off-Highway Vehicle Bylaw – Fort Vermilion to remain unchanged

Option 2

For the Bylaw to be revised to include the use of Off-highway Vehicles within Hamlet boundaries to be utilized for task/chore like activities. Hauling garbage to the dump, plowing snow, hauling lawn equipment between residents, etc.

This option would almost be impossible to regulate and would require a large amount of resources to enforce.

It would be hard to differentiate between vehicles being used for work and those being used for recreational purposes.

Mackenzie County may chose to impose an annual fee (\$500+) to anyone wishing to buy some type of permit to perform such tasks with their OHV and mark or plate said vehicle. A smaller fee may be allowing people to acquire the permit wrongfully.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Prohibited Operation: Alberta

An off-highway vehicle may not be operated on any highway, road or ditch unless permission has been expressly granted. In the case of a provincial highway, the Minister

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

may by “order” or “permit” authorize such vehicles along any portion of a highway (*Traffic Safety Act, Section 120(4)(a)(i) & (ii)*).

In the case of a municipality, the Council of a municipality may, through bylaw, authorize such vehicles along any portion of a highway (*Traffic Safety Act, Section 120(4)(b)*).
Note: Definition of “highway” includes the ditches alongside the roadway.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the request to amend the Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion to allow all terrain vehicles (ATV’s) to be used within the Hamlet to perform task or chore like activities be received for information.

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

From: [Gilbert Lambert](#)
To: [Carol Gabriel](#)
Subject: Gilbert Lambert
Date: August 12, 2020 1:03:18 PM

Gilbert Lambert
[REDACTED]
Fort Vermilion, AB
T0H 1N0

August 12, 2020

Mackenzie county

Dear; Carol Gabriel

How does someone go about changing a bylaw? Can someone register their quad with the county to legally drive an ATV in town? for something like taking garbage to the dump? Or snowblower or lawn equipment between residents ?

If the county can't curb the use of ATV's in town, may as well regulate it? Implement a flag or something to indicate an ATV registered for use in hamlets of 500 or less.

since there's a lot of people complaining about atvs in small communities. Can one see about getting them for industrial use.

If a quad has something like a Plow blade, trailer, or something visual that indicates they are using a slow moving vehicle for a project.

Thank you,

Gilbert Lambert

Sent from my iPhone

BYLAW NO. 958-14

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

**TO REGULATE THE CONTROL, USE AND OPERATION OF OFF-HIGHWAY
VEHICLES WITHIN THE HAMLET OF FORT VERMILION**

WHEREAS the Traffic Safety Act, being Chapter T-6, and the Municipal Government Act, being Chapter M-26, both of the Statutes of Alberta as amended, provides that a Municipal Council may enact a Bylaw respecting the safety, health and welfare of people and the protection of people and property; and to regulate the control, use and operation of off-highway vehicles;

AND WHEREAS it is deemed expedient by the Council of Mackenzie County to pass a Bylaw to regulate the operation of off-highway vehicles within the Municipality;

NOW THEREFORE the Council of Mackenzie County, in the Province of Alberta, in regular session, duly assembled, enacts as follows:

SECTION 1 NAME OF BYLAW

This Bylaw may be cited as the “Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion”.

SECTION 2 INTERPRETATION

Where there is a conflict between this Bylaw and any other Bylaw pertaining to noise abatement in the Municipality, the provisions of this Bylaw shall apply.

SECTION 3 DEFINITIONS

In this Bylaw:

- a) “Alley” for the purpose of speed control means a utility laneway intended chiefly to provide utility companies and residents with access to their utilities, rear of buildings, and parcels of land, but not for primary access;
- b) “Council” means the Mackenzie County Council, duly assembled and acting as such;

- c) “Designated Trails” means trails, and areas designated by Council as such, and identified in this Bylaw;
- d) “Hamlet” means the area contained within the boundaries of the Hamlets of Fort Vermilion in the Province of Alberta;
- e) “Helmet” means a rigid safety helmet with chin strap attached which has been CSA approved for off-highway use;
- f) “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, square bridge, causeway, trestleway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
 - (i) sidewalks (including the boulevard portion of a sidewalk),
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) if a highway right-of-way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be:
- g) “Municipality” means the area contained within the boundaries of Mackenzie County;
- h) “Off-highway vehicle” means any motorized vehicle designated for cross-country travel on land, water, snow, ice, marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when designed for such travel:
 - (i) 4-wheel drive or low pressure tire vehicles,
 - (ii) motor cycles and related 2-wheel vehicles,
 - (iii) amphibious machines,
 - (iv) all terrain vehicles,
 - (v) miniature motor vehicles,
 - (vi) snow vehicles,
 - (vii) mini-bikes, and
 - (viii) any other means of transportation which is propelled by any power other than muscular power or wind,

but does not include

- (ix) motor boats, or
 - (x) any other vehicle exempted from all of the provisions of the Traffic Safety Act by the regulations;
- i) “Operator” means a person who drives or is on actual physical control of a vehicle;
 - j) “Owner” means a person who owns, rents or has the exclusive use of that vehicle under a lease or for any period;
 - k) “Peace Officer” means a member of the Royal Canadian Mounted Police, a Bylaw Enforcement Officer, or a Special Constable appointed pursuant to the provisions of the Police Act of Alberta;
 - l) “Residential Area” means an area within the boundaries of a Hamlet that is zoned for residential use pursuant to the Municipality’s current Land Use Bylaw;
 - m) “Roadway” means that part of a highway intended for use by vehicular traffic;
 - n) “Street furniture” means every curb, sidewalk, pole, traffic sign, waste receptacle, tree, plant, grass, or any other property belonging to the Municipality that is capable of being marked, defaced or damaged in any way;
 - o) “Summer” means that ground cover is clear of snow.

Save as herein otherwise provided, the terms and expressions in this Bylaw have the same meaning as in the Traffic Safety Act, the Interpretation Act, and the Municipal Government Act respectively.

SECTION 4 **OPERATION OF OFF-HIGHWAY VEHICLES**

- a) No person shall operate an off-highway vehicle within the municipal boundaries of the Hamlet, except that
 - i) an operator of an off-highway vehicle is authorized to operate an off-highway vehicle within provincial legislation on any alley or roadway to transport the off-highway vehicle by the most direct and shortest route of travel, from a residence to exit and to enter a Hamlet; or

- ii) the use is for the purpose of acquiring service or maintenance on the off-highway vehicle; or
 - iii) the use is within the areas of a Hamlet zoned for Hamlet General pursuant to the Municipal Land Use Bylaw; or
 - iv) The Chief Administrative Officer may, upon application from an association or society registered under the Societies Act whose mandate involves the operation of off-highway vehicles, approve the use of off-highway vehicles within the boundaries of the Hamlet for a specific period of time as a special event.
- b) No person shall operate an off-highway vehicle on any portion of a:
- i) Recreation area,
 - ii) School ground,
 - iii) Park area,
 - iv) Developed or landscaped area,
 - v) Municipal airport including runway, airstrip, apron or other portion of the airport used for the movement of aircraft, or
 - vi) Private property without permission of the owner or occupant of such property, within the municipal boundaries of the Hamlet
 - vii) Landscaped road right of way in the summer months, unless it is designated as a trail in this bylaw.
- c) No person shall operate an off-highway vehicle anywhere within the municipal boundaries of the Hamlet between the hours of eleven (11) o'clock in the evening (p.m.) and seven (7) o'clock of the next forenoon (a.m.).
- d) No person shall operate an off-highway vehicle within the boundaries of the Hamlet in excess of:
- i) Twenty (20) kilometers per hour (12.4 miles per hour) on any alley, and

- ii) Thirty (30) kilometers per hour (18.6 miles per hour) on all highways within the boundaries of the Hamlet except an alley.
- e) No person shall operate an off highway vehicle within the Fort Vermilion Hamlet when there is;
 - i) No certificate of registration to the off highway vehicle,
 - ii) The license plate is not properly affixed to the vehicle.
- f) No person shall in any way damage any street furniture on any highway or public place.
- g) The operator of, and passengers being carried or towed by, an off-highway vehicle within the Hamlet shall at all times wear a protection helmet, which has been CSA approved, when the off-highway vehicle is in motion.
- h) No person shall operate an off-highway vehicle in a manner that creates unnecessary noise.
- i) All off-highway vehicles must come to a complete stop before crossing a highway.
- j) All off-highway vehicles must adhere to all provincial and federal legislation.

SECTION 5 ENFORCEMENT PROVISIONS

- a) A person who contravenes any provision of this Bylaw is guilty of an offense.
 - i) The owner of an off-highway vehicle that is involved in a contravention of this Bylaw is guilty of any offense unless he or she proves to the satisfaction of the Judge that at the time of the offense the off-highway vehicle was not being driven or was not parked or left by him or any other person with his consent, express or implied.
 - ii) Notwithstanding sub-section b), if the owner was not driving the off-highway vehicle at the time the offense was committed, he is not in any event liable to imprisonment.

- b) A person who is guilty of an offense under Section 4 Subsection e), of this Bylaw is guilty of an offense and is liable on summary conviction to a fine of not less than one thousand (\$1,000.00) dollars plus reparations and in default of payment to imprisonment for a term not exceeding six (6) months.
- c) Except as otherwise provided in this Bylaw, a person who is guilty of an offense under this Bylaw for which a penalty is not otherwise provided is liable:
- d) For a first offense to a fine amount as stated in the Mackenzie County Fee Schedule Bylaw and in default of payment to imprisonment for a term of not more than thirty (30) days, and
- e) For a second or subsequent offense, to a fine amount as stated in the Mackenzie County Fee Schedule Bylaw and in default of payment to imprisonment for a term of not more than sixty (60) days.
- f) Nothing in Section 5, shall:
 - i) Prevent a person from exercising his right to defend any charge of contravening any provisions of this Bylaw, or
 - ii) Prevent a Peace Officer from laying an information or complaint in lieu of serving a voluntary payment ticket.
- g) Where a Peace Officer believes that a person has contravened any provisions of this Bylaw, he may serve upon such a person a voluntary violation ticket allowing payment of the penalty specified in this Bylaw and such payment shall be accepted by the Municipality in lieu of the offense.

SECTION 6 SEIZURE OF OFF-HIGHWAY VEHICLE

- a) A Peace Officer who, on reasonable and probable grounds, believes that an offense under the provisions of this Bylaw has been committed may seize and detain an off-highway vehicle in respect of which the offense was committed until the final disposition of any proceedings that may be taken under this Bylaw.

SECTION 7 REPEAL

- a) This Bylaw shall replace Bylaw 923-13.

The provisions of this Bylaw shall become into full force and effect upon receiving third and final reading.

READ a first time this 13th day of May, 2014.

READ a second time this 13th day of May, 2014.

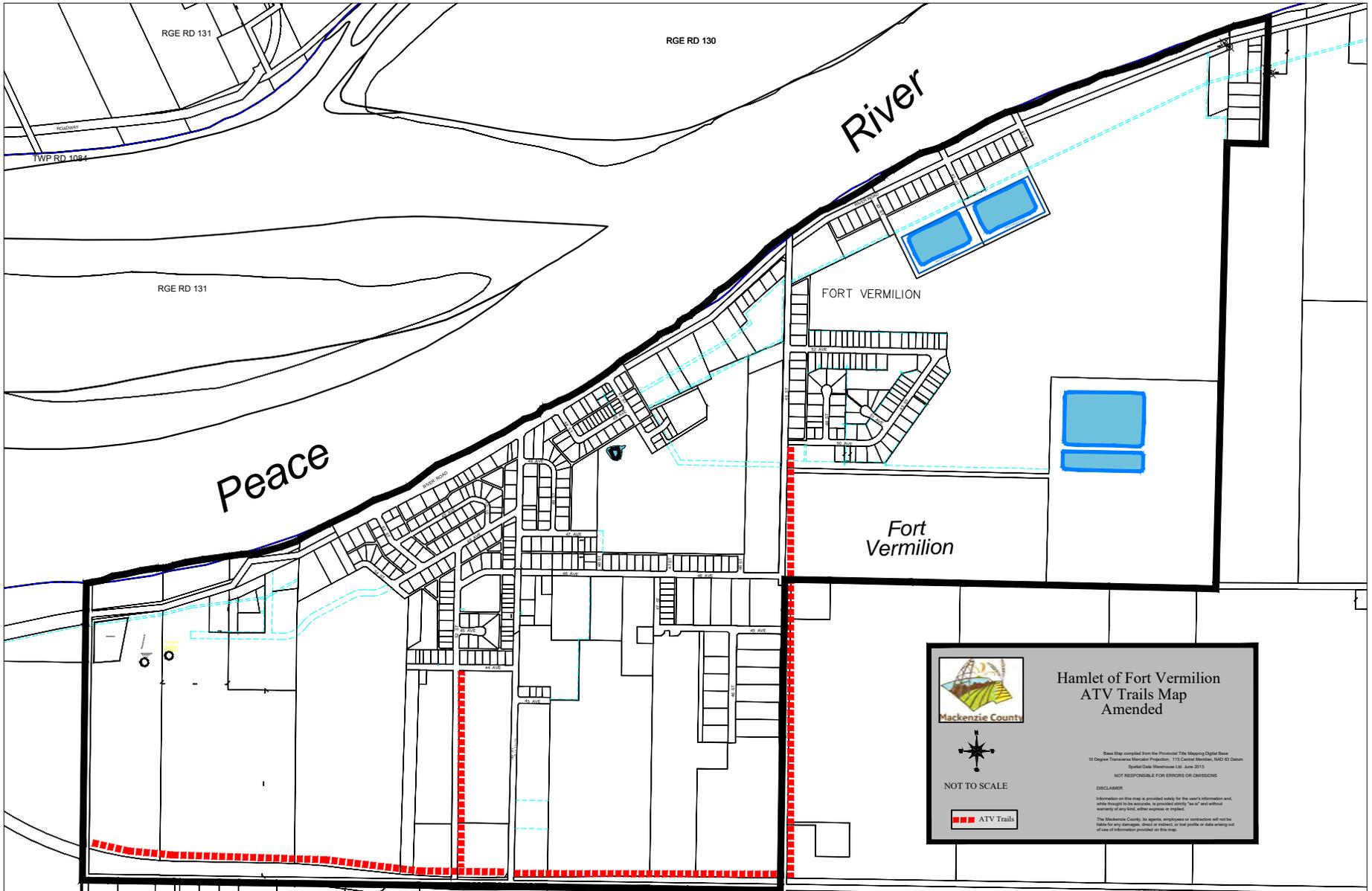
READ a third time and finally passed this 13th day of May, 2014.

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer



Rules & Regulations Applying to Small Vehicles



Updated November 2018



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Introduction

Operating a small vehicle is a high risk activity. These vehicles are lighter, less stable, and more vulnerable in a crash than other vehicles on the road. New riders are at the greatest risk of having a collision because they are unfamiliar with the controls and handling characteristics of small vehicles.

Even if you are an experienced automobile driver, when learning to ride a small vehicle, be aware that you are once again a beginner. Always ride with a safe attitude. Try to anticipate and avoid dangerous situations by riding safely. Being involved in a crash can mean a loss of income, health and possibly a life.

This handbook is a good source in understanding the rules and regulations applying to small vehicles. For other driver handbooks and to understand more about road safety and low risk driving pick up a Basic, Motorcycle and/or Professional **Driver's** Handbook at an Alberta Registry Agent office or on <http://www.transportation.alberta.ca/DriversVehicles.htm>

Although efforts have been made to reflect the current state of the legislation and regulations at the time of its original publishing, this publication has no legislative sanction and is not intended to take the place of the *Traffic Safety Act* and Regulations or other legislation from which in part it is derived. The user is encouraged to refer to the source legislation at: <http://www.transportation.alberta.ca/525.htm> for purposes of interpreting and applying the law. Any reliance on the information contained herein is done so at the reader's sole risk.

A message from Alberta Transportation

October 2017

Common Definitions

Important common definitions that may apply to more than one of the vehicles listed in this guide:

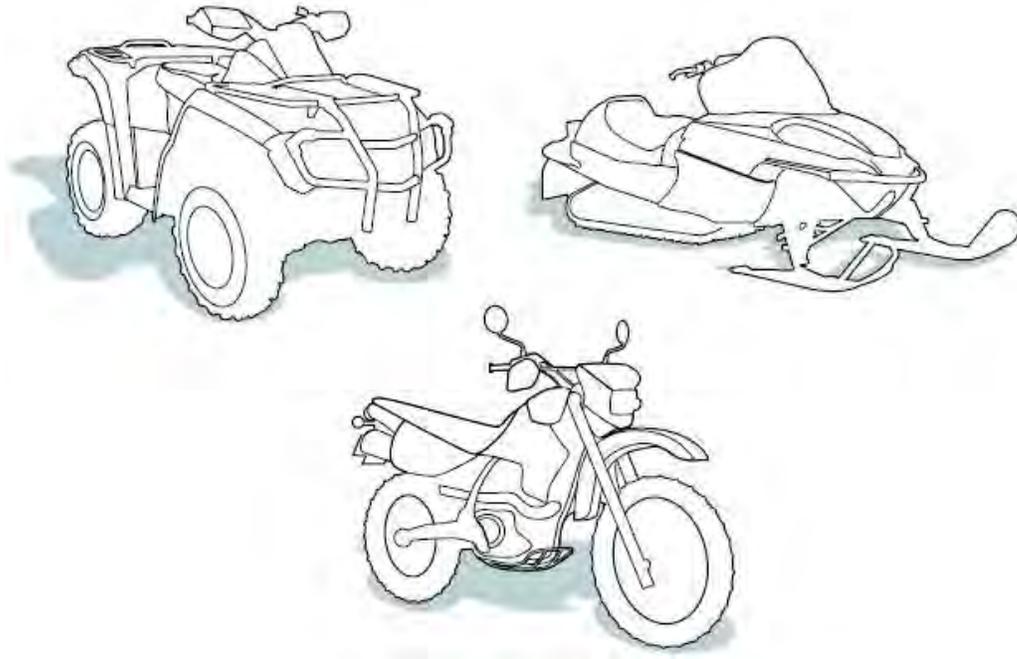
1. Cycle – **“cycle”** means a bicycle, power bicycle, motorcycle or moped.
(Traffic Safety Act, Section 1)
2. Motorcycle – **“motorcycle”** means a motor vehicle, other than a moped, that is mounted on 2 or 3 wheels and includes those motor vehicles known in the automotive trade as motorcycles and scooters. *(Traffic Safety Act, Section 1)*
3. Motor vehicle – **“motor vehicle”** means (i) a vehicle propelled by any power other than muscular power, or (ii) a moped, but does not include a bicycle, power bicycle, an aircraft, an implement of husbandry or a motor vehicle that runs only on rails.
(Traffic Safety Act, Section 1)
4. Vehicle – **“vehicle”**, other than in Part 6, means a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid. *(Traffic Safety Act, Section 1)*
5. Highway – **“highway”** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
 - i. A sidewalk, including a boulevard adjacent to the sidewalk
 - ii. If a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - iii. If a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway as the case may be, but does not include a place declared by regulation not to be a highway.
(Traffic Safety Act, Section 1)

Quick Reference Guide

	Driver's Licence Required	Minimum Driving Age	Registration Required	Insurance Required	Helmet Required
power bicycles	NO	12	NO	NO	YES
mopeds	CLASS 7	14	YES	YES	YES
motorcycles	CLASS 6	16	YES	YES	YES
mobility aids	NO	N/A	NO	NO	NO
off-highway vehicles	YES + NO	14	YES	YES	YES
prohibited miniature vehicles	It is prohibited to operate these vehicles on roadways or sidewalks.				

Off-highway Vehicles

(ATV, snowmobile, trail bike)



Definition according to: *TRAFFIC SAFETY ACT*

117(a): “off-highway vehicle” means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel,

- a) 4-wheel drive vehicles
- b) low pressure tire vehicles
- c) motorcycles and related 2-wheel vehicles
- d) amphibious vehicles
- e) all-terrain vehicles
- f) miniature motor vehicles
- g) snow vehicles
- h) minibikes, and
- i) any other means of transportation that is propelled by any power other than muscular or wind (but does not include motor boats)

Note: For definition and restrictions that apply to miniature vehicles and minibikes, see the prohibited miniature vehicles section.

Prohibited Operation: An off-highway vehicle may not be operated on any highway, road or ditch unless permission has been expressly granted. In the case of a provincial highway, the Minister may by “order” or “permit” authorize such vehicles along any portion of a highway (*Traffic Safety Act, Section 120(4)(a)(i) & (ii)*). In the case of a municipality, the council of a municipality may, through bylaw, authorize such vehicles along any portion of a highway (*Traffic Safety Act, Section 120(4)(b)*).

Note: Definition of “highway” includes the ditches alongside the roadway.

Crossing a highway: An off-highway vehicle may be driven across a highway, including the roadway, parking lane or sidewalk portion of the highway, if the following occurs:

- The driver must stop the off-highway vehicle before crossing.
- All passengers must be off the off-highway vehicle and any vehicle or thing attached to it before the driver starts to cross the highway.
- The driver must yield the right of way to all other vehicles and persons on the highway.
- The driver must drive the most direct and shortest route of travel available.
- A licence is not required to cross a highway.

Operator’s Licence:

On private land: You are not required to have an operators licence when on private land. (Does not meet definition of “highway” and in *Traffic Safety Act, Section 119(2)* does not require registration or insurance in these cases.)



Off-highway operation: You are not required to have an **operator’s** licence when operating off-highway.

(*Traffic Safety Act, Section 51(a)* states that you shall not “...**drive** a motor vehicle on a highway unless that person is the holder of a subsisting **operator’s licence**.” Since these are “off-highway” vehicles, this requirement does not apply.)



On-highway operation: You are required to have an **operator’s** licence when operating on-highway.

(*Traffic Safety Act, Section 120(2)(b) & (4)* allow operation on a highway if authorized by minister or municipality. Operator Licensing and Vehicle Control Regulation, Section 26(1) allows a Class 6 licence to be used for this. Section 32(2) allows Class 7 to be used this way. Any class of licence may be used from 1 through 7.) No licence required if just crossing a highway.



Minimum driving age: The minimum age for operating off-highway vehicles on public land or highways is 14 years where permitted. If you are younger than 14 years, you may operate on public land with supervision by someone 18 years of age or older who is either on the same off-highway vehicle or in close proximity.

(*Off-Highway Vehicle Regulation, Section 2.*) If operating on private property, no age restriction applies.

Alberta Transportation recommends compliance with a manufacturer's recommendations and warnings, especially in accordance with minimum age, and seating capacity. If the manufacturer recommends no passengers for a vehicle, or designed the vehicle to have no passengers, then Alberta Transportation strongly recommends you not carry any passengers. Also, passengers should only be carried if they can properly use the passenger hand rails and footrests.

The ATV Safety Alert of the Canadian and Alberta Safety Council's ATV Rider Courses state: "Never carry a passenger on a single-rider ATV. Carrying a passenger may upset the balance of the ATV and may cause it to go out of control". The Alberta Center for Injury Control and Research started an ATV working group and this group cautions against a passenger less than 12 years old or anyone who can't reach the hand rails or footrests.

- Many young children lack the appropriate motor skills and ability to maneuver an off highway vehicle (OHV) such as an OHV, particularly when operating an adult size OHV.
- Each year, many children and youth are seriously injured or even killed while riding an OHV.
- In Canada, nearly 25% of OHV related deaths are among children under 15 years old.
- More than one third of serious injuries from OHV crashes are among children under 15 years old.



Registration: Off-highway vehicles must be registered before they are allowed on Alberta's roads. This applies only to public land and highways. (*Traffic Safety Act*, Section 119.) No registration required if on private property.)



Insurance: All off-highway vehicles must be insured if you plan to operate them on public land or highways where permitted. (*Traffic Safety Act*, Section 119.) No insurance required if on private property.



Helmet: Helmets are required for anyone driving, operating, riding in or on, or being towed by, an OHV on public land.

You are not required to wear a helmet when using an OHV:

- on your own property,
- on private property with permission of the owner,
- on First Nations Reserve or Metis Settlement lands, unless they have a law requiring it;
- that has safe, manufacturer installed rollover protective structures and seat belts, which have not been modified and are being properly worn;
- that meets the standards for a motor vehicle designed for use on a roadway, has seat belt assemblies maintained in compliance with the Vehicle Equipment Regulation, and that person is wearing a seat belt (e.g. unmodified 4x4 trucks, sport utility vehicles, and jeeps);

- if you are a bona fide member of the Sikh religion who wears a turban;
- during the performance of farming or ranching operations exempt from **Alberta's** occupational health and safety laws; and
- during the performance of work where Alberta's occupational health and safety laws have exempted OHV helmet use.

OHV helmet use is recommended for all OHV users, even if they are exempt.

For more information on helmet exemptions, please see the *Traffic Safety Act* sections 128.1 and 129, and Off-Highway Vehicle Regulation section 9.1.

Special Laws: Please check the *Traffic Safety Act* for special laws. (*Traffic Safety Act*, Section 117 to 129 and Off-Highway Vehicle Regulation.)

Vehicle Equipment: Off-highway vehicles must be equipped with the following equipment: a headlamp, tail lamp, and a muffler. (Off-Highway Vehicle Regulation, Sections: 5, 6, and 8.)

Accessing Trails: Off-highway operators have access to thousands of kilometres of trails in a variety of landscapes. However, not all areas are open to off-highway vehicles. Operators must ensure they are aware of restrictions and guidelines in the areas where they plan to ride.

- Permission must be obtained before riding on private property and most public lands leased for agriculture.
- Off-highway vehicles are generally prohibited from parks, protected areas and natural areas.

Shared use and respect: Many areas are shared with other recreational and industrial land users. Off-highway vehicle operators can promote respect and reduce conflict with others with simple practices.

- Yield the trail to non-motorized traffic (such as horses, hikers, cyclists, skiers).
- Keep engine volume and vehicle speed low when near other users.
- Respect soil and vegetation reclamation efforts.
- Pack out all trash and litter.

Environment: Off-highway vehicles are capable of causing long-term disturbance to soil, water, vegetation, fish and wildlife. Wet and alpine areas are particularly at risk. Help reduce damage by doing the following.

- Ride on existing trails. Whenever possible, ride when the trails are dry.
- Stay out of streams and wetlands.
- Steer clear of wildlife and sensitive habitats.
- Keep skidding and spinning to a minimum.
- Keep machines clean to reduce weed transfer and prevent overheating which can lead to a fire.

Safety: Mud, water, slick surfaces, and rough terrain increase the chance of a crash. Emergency response time may be longer in remote areas.

- Tell someone where you are going and check in with them on your return.
- Ride within your abilities.
- Ride with others.
- Use safety equipment. Carry emergency tools and supplies.
- Keep your machine in good repair.
- Travel responsibly and share the trail.

For information on responsible recreation on public land, please view Environment and Parks web page at this link:

<http://aep.alberta.ca/recreation-public-use/recreation-on-public-land/default.aspx>



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Zama – Canada Post Services

BACKGROUND / PROPOSAL:

In January, 2020, Administration was made aware of the possible closure of the existing Zama post office and/or the possible relocation.

Administration meet with Canada Post and discussed future options for the relocation if required.

The County administration building (Cornerstone) was the preferred option. Other businesses in the area were approached and none were interested in facilitating a post office.

In the later part of July 2020, administration received notification the post office facility was closing August 31, 2020.

Canada Post has approached Mackenzie County offering a contract to assume the postal services in Zama.

OPTIONS & BENEFITS:

Option 1

That Mackenzie County not sign a contract with Canada Post and that Canada Post explore different avenues.

This option would force Canada Post to look at other locations or possibly setting up a “Rural Post Box”

This option could also result in the Hamlet losing its postal services.

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

Option 2

That Mackenzie County enter into an agreement with Canada Post and provide postal services in the hamlet of Zama City.

Canada Post has request the times of operation to be:

08:00 – 12:00	Open
12:00 – 12:30	Closed
12:30 – 16:30	Open

This would require that administration County staff member in Zama to dedicate approximately ½ hour – 1 hour/day and also perform customer counter service.

In this option administration would use internal resources (manpower) and be required to house and provide meals for three weeks of the year while the regular Zama staff member is on vacation.

Option 3

That Mackenzie County enter into an agreement with Canada Post and provide postal services in the hamlet of Zama City.

Canada Post has request the times of operation to be:

08:00 – 12:00	Open
12:00 – 12:30	Closed
12:30 – 16:30	Open

This would require that administration County staff member in Zama to dedicate approximately ½ hour – 1 hour/day and also perform customer counter service.

In this option the Zama Library Society and the Recreation Society have verbally stated they would provide someone to fill in during staff vacation.

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

COSTS & SOURCE OF FUNDING:

Administration has been told the present Canada Post contract is \$8,000.00/year based on the amount of postal boxes.

This is approximately \$25.00/day

Mackenzie County would also keep all profit from the sales of stamps, coins etc.

Option 1

Total - \$0

Option 2

Total annual cost - \$3,022.50

Moving Mail Box-	\$2,250.00 – Operations
Purchasing Canada Post paraphernalia – Stamps, Coins	\$250.00 – Operations
Day to Day operations	No additional cost with the exception of in-kind services
Providing in-house vacation relief – casual employee	\$26.50/hr. x 15days = \$397.50/year in wages +15 days’ room and board @ \$175.00/Day = \$2,625.00

Option 3

Total annual cost - \$375.00

Moving Mail Box	\$2,250.00 – Operations
Purchasing Canada Post paraphernalia – Stamps, Coins	\$250.00 – Operations
Day to Day operations	No additional cost with the exception of in-kind services
Library Society and Recreation Society to provide vacation relief	\$25.00/day x 15days = \$375.00

SUSTAINABILITY PLAN:

Strategy E17.1

Develop a promotional program for relocation targeted at the employee’s/contract workers with families that are working in the Zama oil and gas field.

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

Strategy E17.2

Work in partnership with regional organizations to develop strategies to promote the County including a program to involve community members in promoting the area to distant friends and family.

COMMUNICATION / PUBLIC PARTICIPATION:

Notify all stake holders and Zama public

POLICY REFERENCES:

ADMINISTRATION: 14. c) Canada Post Services (Hamlet of Zama)

MOTION 20-01-068 **MOVED** by Councillor Wardley

That the local Councillor and Administration in the Zama area be authorized to meet with Canada Post to discuss future options for Canada Post Services in the community.

CARRIED

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County enter into an agreement with Canada Post for providing postal services in the hamlet of Zama City and that Mackenzie County enter into an agreement with the Zama Library and Zama Recreation Society to provide a relief postal worker 15 days a year.

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



JOHN REIMER
 BOX 22
 BUFFALO HEAD PRAIRIE AB
 T0H 4A0
 780 285 0118

DATE June 15 2020
 QUOTE # 2004
 PAGE # 01
 GST REG # 80176 4994 RT0001

PREPARED FOR: Mackenzie county
 BOX 640
 Fort Vermilion AB
 T0H 1N0

CONTACT: Cornie Wiebe
 OFFICE:
 CELL: 780 841 8507
 FAX:
 EMAIL:

JOB: County office in Zama

THANK YOU FOR YOUR BUSINESS

QUANTITY	JOB DESCRIPTION	PRICE	AMOUNT
----------	-----------------	-------	--------

Remove interior window in county office install mail boxes in window opening
 Includes moving 1 electrical/data receptacle closing of top and cutting out bottom
 Of window opening, includes travel for 2 days of work & removing and transporting
 mail boxes from current location. Includes patching/painting drywall

PLEASE NOTE THAT THIS IN AN ESTIMATE ONLY PRICES SUBJECT TO CHANGE ACCORDING
 TO ADDITIONS AND OR DELETEIONS

GST not included in estimated price

LABOUR: \$2000.00
 SUPPLIES: \$243.89
 OTHER:
 SUB TOTAL: \$2243.89
 TOTAL: \$2243.89

MOULDINGS...TRIMS

DECKS
 WINDOWS

RENOVATIONS

GARAGES

SIDING

FINISHING

FLOORING

DOORS

T-BAR...RAILING



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Bylaw 1189-20 Borrowing – Mackenzie County Wellness Centre

BACKGROUND / PROPOSAL:

The Mackenzie County Wellness Centre has been an ongoing project discussion for the past few years. At the July 15, 2020 Council meeting, Council made a motion to include the project in the budget subject to grant funding and passed first reading of the borrowing bylaw.

FINANCE: 10. a) **Bylaw 1189-20 Borrowing – Mackenzie County Wellness Centre**

MOTION 20-07-412 **MOVED** by Councillor Driedger
Requires 2/3

That the budget be amended to include \$25,700,000 for the Mackenzie County Wellness Centre project, subject to grant funding, with \$5M coming from municipal borrowing and \$20.7M coming from other funding sources.

Councillor Bateman requested a recorded vote.

In Favor

Councillor E. Peters
Councillor Cardinal
Councillor Driedger
Councillor A. Peters
Councillor Braun
Reeve Knelsen
Deputy Reeve Sarapuk

Opposed

Councillor Jorgensen
Councillor Bateman
Councillor Wardley

CARRIED

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

MOTION 20-07-413
Requires 2/3

MOVED by Councillor A. Peters

That first reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.

CARRIED

OPTIONS & BENEFITS:

Having the Bylaw in place will assist in completing grant applications and expedite the process once all other funding sources have been achieved.

COSTS & SOURCE OF FUNDING:

	Cost
Fundraising/Donations in Kind (Received by the Mackenzie Aquatics Society)	\$3.5M
County Commitment (Borrowing)	\$5M
Grant Funding (to be determined)	\$17.2M

In accordance with the *Municipal Government Act* (MGA) and the requirements of the Alberta Capital Finance Authority specific processes must be undertaken to ensure that the municipality has obtained all approvals required for the project and has complied with all applicable legislation, statutes and regulations.

The municipality must comply with *Section 258* of the *MGA* since the proposed borrowing exceeds five (5) years. This includes the requirement of identifying the expenditure for the capital property in a budget.

Please note that the borrowing bylaw will not be activated until all funding sources have been confirmed for the project (similar to the Zama Access Road borrowing bylaw put in place in 2011).

As no petition of the electors has been received, Administration is recommending second and third reading of the bylaw.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC ENGAGEMENT:

The proposed borrowing bylaw was advertised in the local newspaper the first time on July 22, 2020 and a second time on July 29, 2020. The deadline for submission of a petition by the electors for a vote on the proposed bylaw was at 4:30 p.m. on August 13, 2020.

POLICY REFERENCES:

Municipal Government Act

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.

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

**BYLAW NO. 1189-20
BEING A BYLAW OF THE
MACKENZIE COUNTY**

(hereinafter referred to as "the County")

IN THE PROVINCE OF ALBERTA

This bylaw authorizes the Council of the County to incur indebtedness by the issuance of debenture(s) up to a maximum of \$5,000,000 for the purpose of financing the construction of the Mackenzie County Wellness Centre.

WHEREAS, the Council of the County has decided to issue a by-law pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, Section 258 to authorize the financing of the construction of the Mackenzie County Wellness Centre as approved by Council in capital expenditures; and

WHEREAS, plans and specifications have been prepared and the total cost of the project is estimated to be \$25,700,000; and

WHEREAS, in order to complete the project it will be necessary for the County to borrow the sum of \$5,000,000 for a period not to exceed FIFTEEN (15) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

WHEREAS, the estimated lifetime of the project financed under this by-law is equal to, or in excess of 25 years; and

WHEREAS, the principal amount of the outstanding debt of the County at December 31, 2019 is \$14,520,156 and no part of the principal or interest is in arrears; and

WHEREAS, all required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE COUNTY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of completing the construction of the Mackenzie County Wellness Centre the sum of **Five Million Dollars (\$5,000,000)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.
2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this by-law, namely the construction of the Mackenzie County Wellness Centre.

3. The County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10%) percent.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

READ a first time this 15th day of July, 2020.

PUBLICLY ADVERTISED on the 22nd and 29th of July, 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



NOTICE OF DECISION ON DISCRETIONARY USE DEVELOPMENT PERMITS

DP #	Legal Land Location	Civic Address	Location	Description	Applicant	Decision	Effective Date	Appeal Date
081-DP-18	Plan 962 1721, Block 18, Lot 06	9809-101 Avenue	La Crete	Tarp Shelter (Time Extension)	Hotflash Electric	Approved	August 5, 2020	August 4, 2020
183-DP-20	NW 11-108-13-W5M	13177 Twp Rd 1052	Fort Vermilion Rural	Garden Suite with a 25% Size Variance	Roger Toews	Approved	August 5, 2020	August 4, 2020
185-DP-20	Part of Plan 162 0364, Block 35, Lot 19	9904-11 Street	La Crete	Residential Sales Centre (4 Units)	Alpine Builders	Approved	August 5, 2020	August 4, 2020

If you are negatively affected by these decisions, you can submit an appeal to the Subdivision and Development Appeal Board in writing, containing a statement of the grounds of appeal, in person or by mail. The appeal fee is \$290.00 and must be included with the appeal. You have 21 days from the date of the first notice to submit an appeal. Appeals must be submitted in writing or in person to the attention of the Clerk of the Subdivision & Development Appeal Board, at Box 640, Fort Vermilion, AB T0H 1N0.

ASSESSMENT APPEALS

What should I do if I don't agree with my assessment?

Compare your assessment to similar properties. The assessment roll, which shows all property values within the municipality, is open for inspection during regular office hours at the Fort Vermilion County office.

Talk to the Assessor

Compass Assessment Consultants Inc. are available toll free at 1.800.251.9711 to speak to you about your assessment.

File an Appeal

If you are still certain that your assessment does not reflect what your property would likely sell for on the open market, you may file an appeal to the Assessment Review Board.

How do I file an appeal?

Your complaint must be filed within 60 days of the Notice of Assessment Date indicated on your Combined Assessment and Property Tax Notice. The complaint deadline is also indicated on the Combined Notice.

An assessment complaint must be filed using the Government of Alberta "Assessment Review Board Complaint Form" along with the required fee. This form is available on the municipalities website or at any County office.

If the complaint is being filed on behalf of the assessed person or taxpayer by an agent for a fee, or a potential fee, the Assessment Complaints Agent Authorization Form must be completed by the assessed person or taxpayer of the property and must be submitted with the complaint form.

To avoid penalty charges, you must pay your taxes by the deadline even if you plan to appeal your assessment. The deadline for the payment of taxes is July 31, 2020.

Note: Under the Municipal Government Act, Section 460(6), "there is no right to

make a complaint about a tax rate". This means that you cannot appeal your taxes because you feel that they are too high. You may only appeal the assessment.

Is there a cost to file an appeal?

All complaints must be accompanied by the appropriate fee set by Council Bylaw.

Summary of Appeal Fees:

\$50.00—Residential (3 or fewer dwellings/farmland)
 \$650.00—Residential (4 or more dwellings)
 \$650.00—Non-Residential
 \$50.00—Business Tax
 \$30.00—Tax Notices (other than business tax)

The appeal fee will be refunded if the Assessment Review Board renders a decision in your favour, or you have reached an agreement with the assessor prior to the hearing and signed a Withdrawal to Correction form.

Information regarding appealing an assessment is also available online at www.mackenziecounty.com/assessment-complaints.

The deadline to file an appeal is August 7, 2020.

NOTICE TO ELECTORS OF MACKENZIE COUNTY, PROVINCE OF ALBERTA

SECTION 251 – THE MUNICIPAL GOVERNMENT ACT

TAKE NOTICE that the Council of Mackenzie County, in the Province of Alberta, has given first reading to borrowing Bylaw No. 1189-20 which will, upon final passage and approval, authorize the proper officers of the said municipality to borrow monies from the Alberta Capital Finance Authority, or another authorized financial institution, by way of debenture issue, to pay for the cost of the following municipal purpose, namely the construction of the Mackenzie County Wellness Centre;

The total cost of the aforesaid project amounts to \$25,700,000 and the net amount to be borrowed on the credit and security of the municipality at large by the issue of debentures is \$5,000,000 (*subject to all other funding sources being confirmed*). The debenture(s) are to be repayable to the Alberta Capital Finance Authority, or another authorized financial institution, in the form of equal semi-annual or annual payments of combined principal and interest, not to exceed fifteen (15) years at the rate of interest rate fixed by the Alberta Capital Finance Authority, or another authorized financial institution, on the date of borrowing, and not to exceed ten (10) percent.

NOW THEREFORE NOTICE is hereby given by the Council of Mackenzie County that, unless a sufficient petition of the electors for a vote on Bylaw 1189-20 is demanded, as provided by the terms of Section 231 of the Municipal Government Act, the said Council may pass the said borrowing bylaw.

All persons interested are hereby notified and they are required to govern themselves accordingly.

DATED at the Hamlet of Fort Vermilion, in the Province of Alberta, this 17th day of July, 2020.

Per: Lenard Racher, Chief Administrative Officer

INFORMATION FOR ELECTORS

Pursuant to Section 1(1) of the *Municipal Government Act* an "elector" means "a person who is eligible to vote in the election for a Councillor under the Local Authorities Election Act."

Pursuant to section 47(1) of the *Local Authorities Election Act* a person is eligible to vote in an election if:

- Is at least 18 years old;
- Is a Canadian citizen, and
- Has resided in Alberta for the 6 consecutive months immediately preceding election day and the person's place of residence is located in the area on election day.

A poll may be demanded in Mackenzie County by electors equal to at least 10% of the population, in accordance with the provisions of Section 223 and Section 251 of the Municipal Government Act.

The petition for a vote of the electors on this proposed bylaw must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page "an accurate and identical statement of the purpose of the petition". (Further requirements of the petition are provided in Section 224 of the Municipal Government Act.)

Date of the first publication of this notice is the 22nd day of July, 2020.

Date of the second and last publication of this notice is the 29th day of July, 2020; therefore the petition must be received by 4:30 pm on August 13, 2020 at Mackenzie County Corporate Office, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0.

Mackenzie County

**PRE-AUTHORIZED
PROPERTY TAX PAYMENTS
= ZERO PENALTIES**

Mackenzie County offers property owners the option to pay their taxes through a **pre-authorized payment plan**. Individuals on a payment plan are exempt from penalties as long as their agreement remains in good standing.

Payments are automatically withdrawn from your bank account. The number of payments and the amount will depend on when you sign-up. *For example: for the 2020 tax year, agreements entered into by August 15 = 5 equal payments*

For more information contact
Jeri Phillips, Finance Clerk at 780.927.3718 or by
email to taxation@mackenziecounty.com

**Sign-up for your payment plan before July 31, 2020
to avoid potential penalties.**

DATE	EVENT	LOCATION
August 3	Civic Holiday—County Facilities Closed	
August 18	Committee of the Whole Meeting—10 am	Fort Vermilion Council Chambers
August 19	Regular Council Meeting—10 am	Fort Vermilion Council Chambers

Visit our online calendar for other events and additional meeting dates. Email ads@mackenziecounty.com to have your local community event published in this section.



Disaster Recovery →

For information regarding the disaster flood recovery please visit www.mackenziecounty.com/disaster-recovery.

MACKENZIE COUNTY



FORT VERMILION - MAIN OFFICE 4511 - 46 Avenue, Box 640 Fort Vermilion, AB. T0H 1N0 P. 780.927.3718 F. 780.927.4266
HIGH LEVEL - SUB-OFFICE 10709 - 93 Street High Level, AB. T0H 1Z0 P. 780.926.5600 F. 780.926.4080

ZAMA - SUB-OFFICE 1025 Aspen Drive Zama City, AB. T0H 4E0 P. 780.683.2378 F. 780.683.2450
LA CRETE - SUB-OFFICE 9205 - 100 Street La Crete, AB. T0H 2H0 P. 780.928.3983 F. 780.928.3636

NOTICE OF DECISION ON DISCRETIONARY USE DEVELOPMENT PERMITS

DP #	Legal Land Location	Civic Address	Location	Description	Applicant	Decision	Effective Date	Appeal Date
081-DP-18	Plan 962 1721, Block 18, Lot 06	9809-101 Avenue	La Crete	Tarp Shelter (Time Extension)	Hotflash Electric	Approved	August 5, 2020	August 4, 2020
183-DP-20	NW 11-108-13-W5M	13177 Twp Rd 1052	Fort Vermilion Rural	Garden Suite with a 25% Size Variance	Roger Toews	Approved	August 5, 2020	August 4, 2020
185-DP-20	Part of Plan 162 0364, Block 35, Lot 19	9904-11 Street	La Crete	Residential Sales Centre (4 Units)	Alpine Builders	Approved	August 5, 2020	August 4, 2020
172-DP-20	Plan 062 4641; Block 01; Lot 05	433 River Drive Estates	La Crete	Detached Garage with a 13% Size Variance	Benjamin Friesen	Approved	August 19, 2020	August 18, 2020
207-DP-20	Plan 202 1245; Block 07; Lot 20	5110-48 Avenue	Fort Vermilion	Dwelling-Duplex	Spectrum Builders	Approved	August 19, 2020	August 18, 2020

If you are negatively affected by these decisions, you can submit an appeal to the Subdivision and Development Appeal Board in writing, containing a statement of the grounds of appeal, in person or by mail. The appeal fee is \$290.00 and must be included with the appeal. You have 21 days from the date of the first notice to submit an appeal. Appeals must be submitted in writing or in person to the attention of the Clerk of the Subdivision & Development Appeal Board, at Box 640, Fort Vermilion, AB T0H 1N0.

NOTICE OF PUBLIC HEARING

Pursuant to the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of the following proposed Bylaw.

PROPOSED BYLAW NO. 1187-20— LAND USE BYLAW AMENDMENT

The proposed amendment is to amend Section 9.5.3 with minimum setbacks in the Country Residential (CREC) Zoning District to accommodate a larger development envelope from as follows:

- from 12.2 meters (40 feet) from all property lines to 9.1 meters (30 feet) from the front property line;
- from 12.2 meters (40 feet) from all property lines to 3.1 meters (10 feet) from the side; and
- from 12.2 meters (40 feet) from all property lines to 3.1 meters (10 feet) from the rear.

The Public Hearing for Bylaw 1187-20 will be held at **1:00 pm on Wednesday, August 19, 2020** during the regularly scheduled Council Meeting.

In order to comply with physical distancing, space in the public gallery is limited. Members of the public who wish to address a Public Hearing item are encouraged to email their submission to legislative@mackenziecounty.com prior to 1:00 pm on the day of the Hearing.

The proposed bylaw is available on the County website at <http://www.mackenziecounty.com/whats-new/notice-to-residents/public-hearings>.

MACKENZIE COUNTY PAYMENT OPTIONS



Electronic Funds Transfer

Payments can be made online with your financial institution. Please allow 2-3 days for processing.



Pay at your Financial Institution (Bank)

Pay your bills in person at your financial institution.



By Mail

Cheques can be sent by mail to Mackenzie County, Box 640, Fort Vermilion, AB T0H 1N0.



By Credit Card

Call the County Office at 780.927.5718 to pay your utility bills and accounts receivable invoices by Credit Card over the phone. Please refer to the PaySimply.ca method for payment of development fees or taxes.



PaySimply.ca

Municipalities: Property Tax, Water and Sewer. PaySimply is an approved payment method for the Canada Revenue Agency. Please note that the user pays a 2.5% convenience fee at the time of transaction. Please allow 3 business days for payment processing.



By Drop Box

Drop Boxes have been installed at the Fort Vermilion and La Crete Offices for your convenience to deliver your payments.



CONTACT US AT 780.927.3718

Visit our online calendar for other events and additional meeting dates. Email ads@mackenziecounty.com



to have your local community event published in this section.

NOTICE TO ELECTORS OF MACKENZIE COUNTY, PROVINCE OF ALBERTA

SECTION 251 – THE MUNICIPAL GOVERNMENT ACT

TAKE NOTICE that the Council of Mackenzie County, in the Province of Alberta, has given first reading to borrowing Bylaw No. 1189-20 which will, upon final passage and approval, authorize the proper officers of the said municipality to borrow monies from the Alberta Capital Finance Authority, or another authorized financial institution, by way of debenture issue, to pay for the cost of the following municipal purpose, namely the construction of the Mackenzie County Wellness Centre;

The total cost of the aforesaid project amounts to \$25,700,000 and the net amount to be borrowed on the credit and security of the municipality at large by the issue of debentures is \$5,000,000 (*subject to all other funding sources being confirmed*). The debenture(s) are to be repayable to the Alberta Capital Finance Authority, or another authorized financial institution, in the form of equal semi-annual or annual payments of combined principal and interest, not to exceed fifteen (15) years at the rate of interest rate fixed by the Alberta Capital Finance Authority, or another authorized financial institution, on the date of borrowing, and not to exceed ten (10) percent.

NOW THEREFORE NOTICE is hereby given by the Council of Mackenzie County that, unless a sufficient petition of the electors for a vote on Bylaw 1189-20 is demanded, as provided by the terms of Section 231 of the Municipal Government Act, the said Council may pass the said borrowing bylaw.

All persons interested are hereby notified and they are required to govern themselves accordingly.

DATED at the Hamlet of Fort Vermilion, in the Province of Alberta, this 17th day of July, 2020.

Per: Lenard Racher, Chief Administrative Officer

INFORMATION FOR ELECTORS

Pursuant to Section 1(1) of the *Municipal Government Act* an "elector" means "a person who is eligible to vote in the election for a Councillor under the Local Authorities Election Act."

Pursuant to section 47(1) of the *Local Authorities Election Act* a person is eligible to vote in an election if:

- Is at least 18 years old;
- Is a Canadian citizen, and
- Has resided in Alberta for the 6 consecutive months immediately preceding election day and the person's place of residence is located in the area on election day.

A poll may be demanded in Mackenzie County by electors equal to at least 10% of the population, in accordance with the provisions of Section 223 and Section 251 of the Municipal Government Act.

The petition for a vote of the electors on this proposed bylaw must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page "an accurate and identical statement of the purpose of the petition". (Further requirements of the petition are provided in Section 224 of the Municipal Government Act.)

Date of the first publication of this notice is the 22nd day of July, 2020.

Date of the second and last publication of this notice is the 29th day of July, 2020; therefore the petition must be received by 4:30 pm on August 13, 2020 at Mackenzie County Corporate Office, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0.

DATE	EVENT	LOCATION
August 3	Civic Holiday—County Facilities Closed	
August 18	Committee of the Whole Meeting—10 am	Fort Vermilion Council Chambers
August 19	Regular Council Meeting—10 am	Fort Vermilion Council Chambers

Visit our online calendar for other events and additional meeting dates. Email ads@mackenziecounty.com to have your local community event published in this section.



Disaster Recovery →

For information regarding the disaster flood recovery please visit www.mackenziecounty.com/disaster-recovery.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Expense Claims – Councillors

BACKGROUND / PROPOSAL:

Councillor Honorarium and Expense Claims are reviewed by Council on a monthly basis.

A copy of the following Councillor Honorarium and Expense Claims will be presented at the meeting:

- May – Councillor Jorgensen (submitted past the 60 days and requires Council approval)
- July – All Councillors with the exception of Councillor Jorgensen

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2020 Operating Budget

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Councillor Jorgensen's May 2020 expense claim be approved as presented.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Councillor expense claims for July 2020 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Expense Claims – Members at Large

BACKGROUND / PROPOSAL:

Members at Large expense claims are reviewed by Council on a monthly basis.

A copy of the following Members at Large Expense Claims will be presented at the meeting:

Name	Board/Committee	Month
Diedrich Driedger	Agricultural Service Board	July 2020
Joseph Peters	Agricultural Service Board	July 2020
Terry Batt	Agricultural Service Board	July 2020
Erick Carter	Municipal Planning Commission	July 2020
Beth Kappelar	Municipal Planning Commission	July 2020
John W. Driedger	Municipal Planning Commission Inter-Municipal Planning Commission	March 26 – August 6, 2020 <i>Council approval required for March-May 2020 (submitted past 60 days)</i>

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

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2020 Operating Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That John W. Driedger's expense claims for March and May 2020 be approved as presented.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Member at Large Expense Claims for July 2020 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Jennifer Batt, Director of Finance
Title:	Financial Reports – January 1, 2020 to July 31, 2020

BACKGROUND / PROPOSAL:

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

Overland flood advance received, and costs to date are included in the financial reports:

In April 2020 Administration received an advance of \$5,000,000 to offset some of the anticipated costs for the overland flood response, and recovery.

Invoices to date (August 4, 2020) total \$2,926,011.30 including any deductible that was paid for the non-profits, an estimated \$85,000 in expenses that will be invoiced to insurance for payment.

Administration will continue to update Council on the Overland Flood response and recovery costs, along with the monthly financial reports.

In late April, administration received an advance of \$2,535,000 for a total of \$4,497,495 towards outstanding costs from the Chuckegg Fire, leaving an outstanding balance of \$5,627,505 due from original submission.

A late July 2020 invoice from Red Deer County for Fire Services during the Chuckegg Fire for \$225,133 will be claimed through Disaster Recovery Program.

Administration has requested that the Chuckegg Fire file be reviewed, along with all other outstanding Disaster Recovery Program applications in hopes of expediting payment.

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

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – July 31, 2020)
- A report of funds invested in term deposits and other securities
 - (January – June, 2020)
- Project progress reports including expenditures to budget for the year-to-date

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for January to July 2020 be received for information.

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

Mackenzie County Statement of All Accounts January - July 31, 2020

	2018 Actual	2019 Actual	2020	2020 Actual	\$ Variance
	Total	Total	Budget	Total	(Remaining)
OPERATING REVENUES					
100-Municipal Taxes	\$24,435,736	\$25,701,057	\$23,646,552	\$23,619,956	(\$26,596)
101-Lodge Requisition	\$576,522	\$607,431	\$534,907	\$532,655	(\$2,252)
102-School Requisition	\$6,149,949	\$6,072,871	\$6,847,171	\$6,822,744	(\$24,427)
103-Designated Ind. Property	\$42,379	\$97,627	79542	\$79,543	\$1
124-Frontage	\$113,316	\$73,576	\$99,450	\$45,380	(\$54,070)
261-Ice Bridge	\$145,780	\$120,000	\$140,000	\$260,000	\$120,000
420-Sales of goods and services	\$878,533	\$2,144,195	\$538,485	\$266,179	(\$272,306)
421-Sale of water - metered	\$3,093,507	\$3,444,088	\$3,135,614	\$1,904,831	(\$1,230,783)
422-Sale of water - bulk	\$1,007,988	\$907,778	\$999,718	\$617,776	(\$381,942)
424-Sale of land	\$12,520		\$10,000		(\$10,000)
510-Penalties on taxes	\$1,208,666	\$1,062,787	\$700,000	\$526,125	(\$173,875)
511-Penalties of AR and utilities	\$28,716	\$29,435	\$29,000	\$9,353	(\$19,647)
520-Licenses and permits	\$46,573	\$45,328	\$45,000	\$44,812	(\$188)
521-Offsite levy	\$25,866	\$40,482	\$20,000	\$1,000	(\$19,000)
522-Municipal reserve revenue	\$86,410	\$138,985	\$80,000	\$218,231	\$138,231
526-Safety code permits	\$207,845	\$200,599	\$200,000	\$151,133	(\$48,867)
525-Subdivision fees	\$44,399	\$71,060	\$50,000	\$36,774	(\$13,226)
530-Fines	\$18,386	\$6,987	\$20,000	\$1,348	(\$18,652)
531-Safety code fees	\$8,559	\$8,136	\$8,000	\$6,081	(\$1,919)
550-Interest revenue	\$722,659	\$717,706	\$500,000	(\$34,843)	(\$534,843)
551-Market value changes	(\$117,184)				\$0
560-Rental and lease revenue	\$216,336	\$171,500	\$145,793	\$79,738	(\$66,055)
570-Insurance proceeds				\$58,050	\$58,050
592-Well drilling revenue	\$134,134	\$134,294	\$15,000		(\$15,000)
597-Other revenue	\$215,940	\$33,860	\$71,000	\$16,211	(\$54,789)
598-Community aggregate levy		\$45,182	\$50,000		(\$50,000)
630-Sale of non-TCA equipment	\$358,333	\$7,255			\$0
790-Tradeshaw Revenues	\$24,263	\$10			\$0
830-Federal grants		\$47,010			\$0
840-Provincial grants	\$1,419,511	\$11,663,683	\$1,063,500	\$316,280	(\$747,220)
909-Other Sources -Grants		\$102,594	\$15,000		(\$15,000)
630-Sale of Asset	\$358,333	\$7,255			\$0
930-Contribution from Operating Reserves	\$2,195,781	\$547,076	\$2,331,290		(\$2,331,290)
940-Contribution from Capital Reserves		\$14,940	\$5,982		(\$5,982)
DRP Advance Received		\$2,462,495		\$7,350,000	\$7,350,000
TOTAL REVENUE	\$43,659,759	\$56,727,281	\$41,381,004	\$42,929,357	\$1,548,353
Excluding Requisitions	\$36,890,909	\$49,949,352	\$33,919,384	\$35,494,416	

Mackenzie County Statement of All Accounts January - July 31, 2020

	2018 Actual	2019 Actual	2020	2020 Actual	\$ Variance
	Total	Total	Budget	Total	(Remaining)
OPERATING EXPENSES					
110-Wages and salaries	\$7,384,110	\$7,400,017	\$7,383,606	\$3,511,878	(\$3,871,728)
132-Benefits	\$1,475,478	\$1,429,386	\$1,488,185	\$860,503	(\$627,682)
136-WCB contributions	\$112,303	\$152,796	\$140,351		(\$140,351)
142-Recruiting	\$10,883	\$9,348	\$15,000	\$4,588	(\$10,412)
150-Isolation cost	\$94,845	\$81,865	\$57,600	\$33,128	(\$24,472)
151-Honoraria	\$599,381	\$955,450	\$650,560	\$268,471	(\$382,089)
211-Travel and subsistence	\$398,539	\$415,372	\$466,067	\$118,618	(\$347,449)
212-Promotional expense	\$67,854	\$42,604	\$48,000	\$9,159	(\$38,841)
214-Memberships & conference fees	\$129,786	\$140,118	\$138,025	\$50,992	(\$87,033)
215-Freight	\$81,232	\$92,889	\$100,450	\$38,092	(\$62,358)
216-Postage	\$47,753	\$61,487	\$46,050	\$22,950	(\$23,100)
217-Telephone	\$115,531	\$129,248	\$129,690	\$65,114	(\$64,576)
221-Advertising	\$65,446	\$63,205	\$83,100	\$60,335	(\$22,766)
223-Subscriptions and publications	\$6,192	\$7,398	\$10,450	\$6,827	(\$3,623)
231-Audit fee	\$126,700	\$141,400	\$90,000	\$33,000	(\$57,000)
232-Legal fee	\$61,672	\$80,209	\$85,000	\$32,129	(\$52,871)
233-Engineering consulting	\$313,540	\$108,158	\$262,000	\$23,669	(\$238,331)
235-Professional fee	\$1,551,184	\$441,276	\$439,600	\$194,751	(\$244,849)
236-Enhanced policing fee	\$160,550	\$236,840	\$295,252	\$82,900	(\$212,352)
239-Training and education	\$95,973	\$86,948	\$113,010	\$3,819	(\$109,191)
242-Computer programming	\$90,818	\$241,233	\$216,175	\$100,780	(\$115,395)
243-Waste Management		\$520,554	\$554,620	\$211,118	(\$343,502)
251-Repair & maintenance - bridges			\$44,500	\$13,762	(\$30,738)
252-Repair & maintenance - buildings	\$162,745	\$120,194	\$138,290	\$58,215	(\$80,075)
253-Repair & maintenance - equipment	\$438,852	\$522,859	\$379,410	\$188,166	(\$191,244)
255-Repair & maintenance - vehicles	\$108,764	\$90,043	\$94,500	\$44,842	(\$49,658)
258-Contract graders	\$118,652	\$561,965	\$610,903	\$255,242	(\$355,661)
259-Repair & maintenance - structural	\$1,439,389	\$947,700	\$1,600,670	\$411,388	(\$1,189,282)
260-Roadside Mowing & Spraying		\$284,344	\$382,433	\$75,991	(\$306,442)
261-Ice bridge construction	\$132,254	\$145,741	\$130,000	\$75,773	(\$54,227)
262-Rental - building and land	\$55,905	\$67,500	\$65,650	\$58,950	(\$6,700)
263-Rental - vehicle and equipment	\$73,140	\$73,061	\$163,634	\$32,341	(\$131,293)
266-Communications	\$96,327	\$141,022	\$148,443	\$96,169	(\$52,274)
271-Licenses and permits	\$4,325	\$11,610	\$25,895	\$4,867	(\$21,028)
272-Damage claims	\$10,756	\$5,000	\$5,000		(\$5,000)
274-Insurance	\$367,922	\$413,678	\$397,800	\$429,986	\$32,186
342-Assessor fees	\$171,580	\$219,352	\$279,000	\$100,582	(\$178,419)
290-Election cost			\$3,000		(\$3,000)
511-Goods and supplies	\$882,805	\$1,088,820	\$949,661	\$378,461	(\$571,200)
515-Lab Testing		\$43,781	\$45,250	\$14,636	(\$30,614)
521-Fuel and oil	\$843,648	\$730,154	\$1,015,769	\$326,227	(\$689,542)
531-Chemicals and salt	\$386,510	\$338,452	\$419,800	\$177,194	(\$242,606)
532-Dust control	\$885,185	\$550,723	\$612,979	\$153,252	(\$459,727)
533-Grader blades	\$103,011	\$76,482	\$148,000	\$59,247	(\$88,753)
534-Gravel (apply; supply and apply)	\$3,582,887	\$1,263,115	\$500,000	\$150,636	(\$349,364)
994-Gravel Inventory	(\$1,301,712)	\$348,450	\$490,000		(\$490,000)
543-Natural gas	\$102,808	\$103,160	\$124,618	\$76,294	(\$48,324)
544-Electrical power	\$649,464	\$656,158	\$720,677	\$403,562	(\$317,115)
550-Carbon Tax	\$98,072	\$45,285	\$122,000	\$35,572	(\$86,428)
710-Grants to local governments	\$1,769,328	\$1,385,766	\$2,143,586	\$1,168,917	(\$974,669)
735-Grants to other organizations	\$2,172,174	\$2,346,833	\$2,434,240	\$1,846,330	(\$587,910)
747-School requisition	\$6,193,622	\$6,305,895	\$6,847,171	\$2,183,150	(\$4,664,021)
750-Lodge requisition	\$581,534	\$608,793	\$534,907		(\$534,907)
760-Designated Ind. Property	\$42,379	\$97,114			\$0
810-Interest and service charges	\$21,409	\$26,984	\$21,000	\$9,535	(\$11,465)
831-Interest - long term debt	\$471,783	\$411,034	\$432,994	\$221,883	(\$211,111)
832-Principle - Long term debt	\$1,926,225	\$1,632,478	\$1,538,281	\$763,755	(\$774,526)
921-Bad Debt 922 Tax Write Off	\$1,196	\$194,057	\$350,000	6622	(\$343,378)
Non-TCA projects	\$1,293,348	\$946,861	\$1,513,665	\$372,383	(\$1,141,282)
DRP Expense Claims	\$600,268	\$10,578,036		\$2,926,011	
TOTAL	\$37,476,327	\$46,220,300	\$38,246,517	\$18,852,766	(\$22,319,762)
Excluding Requisitions	\$30,658,791	\$39,208,497	\$30,864,439	\$16,669,615	

MACKENZIE COUNTY

ONE TIME Projects 2020 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2020 BUDGET	TOTAL COSTS	2020 COSTS	2020 REMAINING BUDGET	External Funding				Internal Funding			Notes	
						FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type		Debenture
(12) - Administration Department														
Wolf bounty (CF 2016)	125,132	12,400	125,132	12,400	0						12,400	GOR		CM 20-02-109
Cumulative Effects Assessment Study (CF 2017)	270,000	173,921	225,069	128,990	44,931			103,921			70,000	GOR		
FV - Asset Management (2018)	45,000	45,000	10,500	10,500	34,500						45,000	GOR		
Mackenzie County 25 Year Anniversary	2,525	2,525	-	-	2,525					2,525				
FRIAA Mitigation Study - Machesis Lake & West La Crete	60,000	60,000	-	-	60,000			60,000						
FRIAA Vegetation Management - Zama	142,170	142,170	142,048	142,048	122			142,170						
Road Allowance 226-108-14-W5M	50,000	50,000	-	-	50,000						50,000	GOR		CM 20-04-267
Total department 12	694,827	486,015	502,749	293,938	192,078	-	-	306,091	-	2,525	177,400	-		
(23) - Fire Department														
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000				15,000	-	15,000	GOR		50/50 FVFD
Total department 23	30,000	30,000	-	-	30,000	-	-	-	15,000	-	15,000	-		
(32) - Public Works														
LC & FV - Road Disposition - Survey Work (CF 2014)	50,000	40,679	9,321	-	40,679						40,679	GOR		
FV - Repair Shop Operations Fence	6,600	6,600	-	-	6,600					6,600				
Total department 32	56,600	47,279	9,321	-	47,279	-	-	-	-	6,600	40,679	-		
(33) - Airport														
Airport Master Plan (CF 2016)	75,000	55,274	39,129	19,402	35,871						55,274	GOR		
Airport Operations/Safety Manuals	30,000	30,000	-	-	30,000						30,000	GOR		Required by Nav Canada and Transport Canada
Total department 33	105,000	85,274	39,129	19,402	65,871	-	-	-	-	-	85,274	-		
(41) - Water														
LC -La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910						190,910	GOR		
Water Diversion License Review	35,000	12,466	23,879	1,345	11,121						12,466	GOR		
Total department 41	235,000	203,376	32,969	1,345	202,031	-	-	-	-	-	203,376	-		
(42) - Sewer														
LC - Future Utility Servicing Plan (2018)	85,000	23,771	61,229	-	23,771						23,771	GOR		
Total department 42	85,000	23,771	61,229	-	23,771	-	-	-	-	-	23,771	-		

MACKENZIE COUNTY

ONE TIME Projects 2020 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2020 BUDGET	TOTAL COSTS	2020 COSTS	2020 REMAINING BUDGET	External Funding				Internal Funding			Notes	
						FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type		Debenture
(61) - Planning & Development Department														
Infrastructure Master Plans (CF 2016)	240,800	12,558	228,241	-	12,558				8,981		12,558	GOR		CM 19-12-755
Community Initiatives Project	103,000	8,981	94,019	-	8,981									
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	150,000	143,266	6,734	-	143,266						143,266	GOR		Alberta Partnership grant
Economic Development Investment Attraction Marketing Packages	114,000	114,000	40,000	40,000	74,000			57,000		57,000				CARES Grant
Aerial Imagery	100,000	100,000	-	-	100,000					100,000				
Municipal Development Plan	175,000	175,000	-	-	175,000					175,000				
Total department 61	882,800	553,805	368,994	40,000	513,805	-	-	57,000	8,981	332,000	155,824	-	-	
(63) - Agricultural Services Department														
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000						30,000	GOR		Motion 18-08-589
Total department 63	30,000	30,000	-	-	30,000	-	-	-	-	-	30,000	-	-	
(71) - Recreation														
FV - Emergent Replacement of Deep Fryer	1,400	1,400	1,398	1,398	2						1,400	GOR		CM 19-12-784
LC - 3 Hash Mark LOGOS	1,500	1,500	-	-	1,500					1,500				
LC - Shelving for Trophies	1,500	1,500	1,500	1,500	-					1,500				
LC - Court Line Taper	1,000	1,000	1,000	1,000	-					1,000				
LC - Replace 10 Old Exit Signs	1,600	1,600	-	-	1,600					1,600				
LC - Air Conditioner for Hall	800	800	649	649	151					800				
LC - Carpet Runner	1,500	1,500	1,403	1,403	97					1,500				
FV - Review Engagement - Additional Cost	5,000	5,000	-	-	5,000					5,000				
LC - Review Engagement - Additional Cost	5,000	5,000	-	-	5,000					5,000				
FV - Heat Tape for Main Entrance	1,900	1,900	1,900	1,900	-						1,900	GOO		CM 20-03-158
FV - CO2 Detector Zamboni Room	1,817	1,817	1,817	1,817	-						1,817	GOO		CM 20-03-158
FV - Replace Lights at Outdoor Rink	2,244	2,244	2,244	2,244	-						2,244	GOO		CM 20-03-158
FV - Boiler Pumps Project	5,982	5,982	5,697	5,697	285						5,982	GCR		CM 20-03-159
FV - Condenser Repair	5,500	5,500	-	-	5,500						5,500	GOR		CM 20-07-412
Total department 71	36,743	36,743	17,608	17,608	19,135	-	-	-	-	17,900	18,843	-	-	
(72) - Parks														
LC Walking Trail	6,000	6,000	-	-	6,000						6,000	GOR		
La Crete Walking Trail LOC	2,400	2,400	-	-	2,400					2,400				This may require potential expenditures in 2020
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000					3,000				This may require potential expenditures in 2020+
LC - Tree Removal 99 Ave	6,000	6,000	-	-	6,000					6,000				
Total department 72	17,400	17,400	-	-	17,400	-	-	-	-	11,400	6,000	-	-	
TOTAL 2020 ONE TIME Projects	2,173,370	1,513,664	1,031,998	372,293	1,141,371	-	-	363,091	23,981	370,425	756,167	-	-	1,513,664
2020 Contingent on Grant Funding														
FV - Asset Management	125,000							50,000			75,000	GOR		99,750
Bridge Maintenance (7 bridges)	250,000							250,000						49,500
2020 Contingent on Grant Funding- Total	375,000	-	-	-	-	-	-	300,000	-	-	75,000	-	-	149,250

Funding Sources for the 2019 Approved Non TCA projects is as follows:

FGTF / MSI	\$ -
Other Grants/Sources	\$ 387,072
Other Grants/Sources	\$ 370,425
General Operating Reserve	\$ 750,185
General Capital Reserve	\$ 5,982
Grants to Other Organizations	\$ 5,961
Total	\$ 1,519,625

MACKENZIE COUNTY
TCA Projects 2020 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2020 BUDGET	TOTAL COSTS	2020 COSTS	2020 REMAINING BUDGET	External Funding				Internal Funding				Notes
						FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debtenture	
(12) - Administration Department														
ZC - Admin Building Tree Planting (CF 2017)	15,000	10,489	14,511	10,000	489						GCR	10,489		
Information Technology Budget	45,000	30,445	38,916	24,360	6,084						GCR	30,445		
LC - 100 Street Plan	65,000	65,000	-	-	65,000						GCR	65,000		CM 20-04-242
FV - Flood Mitigation Land / Development	1,400,000	1,400,000	10,000	10,000	1,390,000						GCR	1,400,000		CM 20-06-378, 07-455
Total department 12	1,525,000	1,505,934	63,427	44,360	1,461,573	-	-	-	-	-	-	1,505,934	-	
(23) - Fire Department														
FV - Training Facility (CF 2017)	20,000	11,350	8,650	-	11,350				10,000		GCR	1,350		Other Sources - FVFD 50%
LC - Fire Truck (2018)	501,000	290,372	500,329	289,701	671		289,372				V&E	1,000		Motion #18-02-146 - Switched to MSI June 27 18-06-483, CM 20-02-085
Ladder Truck	60,000	60,000	-	-	60,000						V&E	60,000		CM 19-12-815
Total department 23	581,000	361,722	508,979	289,701	72,021	-	289,372	-	10,000	-	-	62,350	-	
(32) - Transportation Department														
FV - Rebuild Eagles Nest Road (2 miles) (2018)	800,000	784,164	15,836	-	784,164	600,290					RDR	183,874		
LC - Chipseal North & South Access (2018)	275,000	274,200	800	-	274,200		274,200							
LC - Rebuild Airport Road (2 miles) (2018)	800,000	223,483	710,570	134,053	89,430						GCR	223,483		
LC - Rebuild Blue Hills Road (2 miles) (2018)	800,000	229,181	570,820	-	229,181						GCR	229,181		
LC - Rebuild Range Road 180 N (2 miles) (2018)														
LC - Engineering & Design for 113 Street and 109 Ave. (CF 2015)	100,000	40,687	59,313	-	40,687						RDR	40,687		
Gravel Reserve (CF 2014)	150,000	92,357	57,643	-	92,357						RDR	92,357		
11 mile Culvert Replacement	150,000	150,000	-	-	150,000		150,000							
FV - Rebuild Lambert Point Road (1 1/4 miles)	318,698	50,000	268,698	-	50,000		50,000							
LC - 98 Ave Micro Surfacing (1200 meters)	220,000	219,200	800	-	219,200		219,200							
Rebuild Blumenort Road East	440,000	385,610	54,390	-	385,610		385,610							
Rebuild Machesis Lake Road	440,000	437,876	2,124	-	437,876		437,876							
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000	75,000	-	-	75,000						GCR	75,000		
FV - Rebuild Butter town Road (See Note 2)	300,000	300,000	-	-	300,000		300,000							
FS01 Mill Razor	405,000	405,000	-	-	405,000		405,000							CM 20-05-294 change funding to MSI
FS02 AWD Graders x3	1,695,000	1,695,000	564,042	564,042	1,130,958		1,265,000		430,000					CM 20-05-294 change funding to MSI
OR01 New Road Infrastructure Endeavour to Assist	500,000	500,000	122,279	122,279	377,721		500,000							
OR05 Overlay Heliport Road	450,000	450,000	-	-	450,000		450,000							
LC Crosswalk 94 Ave 103 St	12,000	12,000	-	-	12,000						GCR	12,000		
FV - Cement Wash Pad - shop	15,000	15,000	-	-	15,000						GCR	15,000		CM 20-06-343
Total department 32	7,945,698	6,338,756	2,427,316	820,373	5,518,382	1,550,290	3,486,886	-	430,000	-	-	871,582	-	
(41) - Water Treatment & Distribution Department														
LC - Well Number 4 (CF 2016)	1,072,500	898,534	173,966	-	898,534						GCR	898,534		
ZA - Water Treatment Plant Upgrading (CF 2017)	933,569	781,944	151,625	-	781,944		609,457				RWIR	172,487		
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	20,443	260,257	-	20,443						RWIR	20,443		
LC - Waterline Bluehills (CF 2015)	833,250	690,722	142,528	-	690,722						RWIR	690,722		
FV - Rural Water Supply North of the Peace River (2018)	420,000	174,854	245,147	-	174,854						GOR	174,854		\$20,000 from 2017 Non TCA Project - HL Rural Comprehensive Water Study, \$400,000.
La Crete Well #3 Mechanical Cleaning	55,000	2,459	52,542	-	2,459						WIRSWR	2,459		CM 19-10-632
LC - Waterline Hillcrest School	400,000	400,000	-	-	400,000		400,000							CM 20-05-302
FV - Water Treatment Plant Insulation Upgrade	75,000	75,000	-	-	75,000						GCR	75,000		CM 20-05-316
Total department 41	4,070,019	3,043,954	1,026,065	-	3,043,954	-	-	609,457	400,000	-	-	2,034,499	-	
(42) - Sewer Disposal Department														
ZA - Lift Station Upgrade (CF 2013-2017)	1,964,606	1,690,635	273,971	-	1,690,635		1,033,275				WIRSWR/DR	657,359		
LC - Sanitary Sewer Expansion (CF 2016)	148,000	10,289	137,711	-	10,289						GCR	10,289		
LC - Sanitary Sewer Re-route														
Total department 42	2,112,606	1,700,924	411,682	-	1,700,924	-	-	1,033,275	-	-	-	667,648	-	
(43) - Waste														
Waste Bins Replacement	20,000	20,000	-	-	20,000						GCR	20,000		
Total department 43	20,000	20,000	-	-	20,000	-	-	-	-	-	-	20,000	-	
(61) - Planning & Development														
La Crete Southeast Drainage Ditch	20,000	20,000	20,000	20,000	-						SMWR	20,000		CM 20-02-122
Total department 61	20,000	20,000	20,000	20,000	-	-	-	-	-	-	-	20,000	-	
(63) - Agriculture														
HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	77,808	1,103,192	-	77,808						DR	77,808		
LC - Buffalo Head/Steep Hill Water Management (Phase I) (CF 2014/2015)	7,458,569	2,057	7,456,512	-	2,057						GCR	2,057		Motion 18-11-885

MACKENZIE COUNTY

TCA Projects 2020 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2020 BUDGET	TOTAL COSTS	2020 COSTS	2020 REMAINING BUDGET	External Funding				Internal Funding			Notes	
						FGIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)		Debtenture
LC - Blue Hills Erosion Repair Twp Rd 103-2	275,000	275,000	-	-	275,000	275,000								
FV - MARA Agronomy Building	560,000	560,000	2,250	2,250	557,750			300,000	235,000		GCR	25,000		CM 20-06-380,07-427
Total department 63	9,474,569	914,865	8,561,954	2,250	912,615	275,000	-	300,000	235,000	-	-	104,865	-	

(71) - Recreation

ZA - Water Repair in Furnace Room (CF 2017)	10,000	8,338	1,662	-	8,338						GOO	8,338		
ZA - Re-shingling Hall (CF 2017)	27,804	22,052	5,752	-	22,052						GOO	22,052		CM 20-02-084
LC - VRA Gas Filler	8,000	8,000	8,000	8,000	-						RR-LC	8,000		CM 19-11-696
FV - Overhead Door Replacement/Completion of Hockey Netting	16,000	16,000	-	-	16,000						RB-FV	16,000		
FV - Paint Exterior of Fort Vermilion Community & Cultural Complex	16,000	16,000	-	-	16,000						RB-FV	16,000		
FV - Outdoor Rink Repairs	14,000	14,000	-	-	14,000						RB-FV	14,000		
FV - Purchase Outhouses for Rodeo Grounds	10,000	10,000	-	-	10,000						RB-FV/GCR/GCR	10,000		
LC - Synthetic Bowling Lanes	40,000	40,000	32,500	32,500	7,500						GCR	40,000		
Total department 71	141,804	134,391	47,913	40,500	93,891	-	-	-	-	-	-	134,390	-	

(72) - Parks & Playgrounds Department

Hutch Lake Campground Improvements (CF 2017)	112,000	68,933	48,067	5,000	63,933						IC-REC/MR	68,933		
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch	30,000	30,000	-	-	30,000						GCR	30,000		
Vanguard Subdivision Playground Equipment	30,000	27,600	2,400	-	27,600						MR	27,600		
DA Thomas Stairs	20,000	16,425	3,575	-	16,425						GCR	16,425		
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	10,045	2,955	-	10,045						GCR	10,045		
FVAS- Museum Roof Retrofitting Project	8,600	8,600	4,311	4,311	4,289						GCR	8,600		CM 19-10-623
Hutch Dock Pillings	7,000	7,000	6,962	6,962	38						GCR	7,000		
Jubilee Park Walkway	10,000	10,000	-	-	10,000						GCR	10,000		
Streetscape - Fort Vermilion	125,394	90,425	38,359	3,390	87,035						IC-DV /GCR/GCR	90,425		
Streetscape - La Crete	25,000	25,000	-	-	25,000						GCR	25,000		
Total department 72	380,994	294,027	106,630	19,663	274,364	-	-	-	-	-	-	294,028	-	

TOTAL 2020 Capital Projects	26,271,690	14,334,572	13,173,965	1,236,848	13,097,725	1,825,290	3,776,258	1,942,732	1,075,000	-	-	5,715,296	-	
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Contingent on Grant Funding

ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000			3,000,000						3,000,000
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000			1,085,000						-
Carry Forward Contingent on Grant Funding- Total	7,085,000	7,085,000	-	-	7,085,000	-	-	4,085,000	-	-	-	-	-	3,000,000

2020 Contingent on Grant Funding

FV - New Hockey Boards and Glass with Protective Netting	199,500							99,750			GCR	99,750		Contingent on Grant Funding 50/50
FV - Fitness Centre Expansion	99,000							49,500			GCR	49,500		Contingent on Grant Funding 50/50
FV - Baseball Netting	75,000							37,500			GCR	37,500		Contingent on Grant Funding 50/50
LC - Wheel Chair Lift	50,000							25,000			GCR	25,000		Contingent on Grant Funding 50/50
LC - Tennis Court, Basketball Pickle Ball Court	299,106							149,553			GCR	149,553		Contingent on Grant Funding 50/50
2020 Contingent on Grant Funding- Total	722,606							361,303				361,303		
Total of Contingent Funding	7,807,606	7,085,000	-	-	7,085,000	-	-	4,085,000	-	-	-	361,303	3,000,000	

Administration to seek grant funding for below projects prior to proceeding

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

Funding Sources for the 2019 Approved Capital projects is as follows:

FGIF & MSI	\$ 5,601,548
Other Grants/Sources	\$ 3,017,732
General Operating Reserve	\$ 298,824
General Capital Reserve	\$ 3,198,995
Municipal Reserve	\$ 90,600
Road Reserve	\$ 316,918
Vehicle & Equipment Reserve	\$ 61,000
Rural Water Reserve	\$ 883,652
Waste/Sewer Infrastructure Reserve	\$ 74,212
Drainage/Surface Water Management Reserve	\$ 683,414
Incomp. Cap - Develop. Reserve	\$ 15,425
Incomp. Cap - Recreation	\$ 5,933
Recreation Board Fort Vermilion	\$ 47,933
Recreation Board La Crete	\$ 8,000
Grants to Other Organizations	\$ 30,390
Debtenture	\$ -
TOTAL	14,334,576



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	David Fehr, Director of Operations
Title:	Heliport Road Asphalt Overlay Clarification

BACKGROUND / PROPOSAL:

At the Regular Council Meeting on July 15, 2020 tenders were opened for Heliport Road Asphalt Overlay. Two tenders were received and the following motions were made:

MOTION 20-07-417 **MOVED** by Deputy Reeve Sarapuk

That the 2020 Heliport Road Asphalt Overlay Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Tenders Received

Knelsen Sand & Gravel	\$207,250.00
E Construction	\$214,740.00

MOTION 20-07-418 **MOVED** by Councillor Bateman

That the 2020 Heliport Road Asphalt Overlay contract be awarded to the lowest qualified bidder and that administration negotiate to maximize the scope of the project, while staying within budget.

CARRIED

It was noted after the awarding of the tender that there was an error in the tender document.

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

For the estimated quantities of asphalt concrete pavement, 1200 tonne was written but was in fact, 1200 cubic meters. The document should have read 2,465 tonne. This error greatly increases the bid prices.

Administration has taken the unit price from both tenders submitted and recalculated based on 2,465 tonne (this more than doubles that particular line item).

With recalculations the tenders would be:

Knelsen Sand & Gravel	\$365,375.00
E Construction	\$407,815.30

Knelsen Sand & Gravel has committed to an additional 582.22 meters of asphalt for the remaining budgeted amount for this project, which is a total of 2.03 km.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2020 Capital Budget 32, \$450,000

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the noted error in additional quantities of required asphalt in the Heliport Road Asphalt Overlay tender be accepted and that the additional meters of asphalt be added to the project as negotiated with the successful bidder.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	David Fehr, Director of Operations
Title:	Request for Special Council Meeting

BACKGROUND / PROPOSAL:

Administration has been in the process of preparing a Request for Quotations (RFQ) for Fort Vermilion Interim Housing – Site Preparation. The timing of the RFQ is such that it does not allow the closing or the opening of the tender at a regularly scheduled Council meeting.

The RFQ has a closing date of Monday, August 24, 2020 at 4:30 p.m.

Administration is recommending that a Special Council Meeting be called for Tuesday, August 25, 2020 at 9:00 a.m. for the purpose of opening and awarding the RFQ. Participation by teleconference is encouraged.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a Special Council meeting be called for August 25, 2020 at 9:00 a.m. in the Fort Vermilion Council Chambers for the purposes of opening and awarding the Fort Vermilion Interim Housing – Site Preparation.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	Bylaw 1190-20 Land Use Bylaw Amendment to Rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” and to Rezone Part of Plan 822 3269, Block 03, Lot A from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1”

BACKGROUND / PROPOSAL:

Mackenzie County is in the process of acquiring land to aid in the temporary and perhaps permanent relocation of residents whose homes were damaged in the 2020 Fort Vermilion Ice Jam Flooding. A portion of Plan FORTVER, Block 3, Lot 8 and Plan 822 3269, Block 03, Lot A have been selected as the starting point for residential development.

The property zoning, however, does not accommodate residential dwellings so the property must be rezoned for the intended purpose. The purpose of the Hamlet Residential 1 zoning is to accommodate both manufactured and stick-built homes within all Hamlets.

Proposed bylaw 11xx-20 was taken to the Municipal Planning Commission on August 6, 2020, where the following motion was made.

MPC 20-08-108 *MOVED* by Beth Kappelar

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” to accommodate residential development, subject to public hearing input.

CARRIED

Author: N Friesen **Reviewed by:** C Smith **CAO:** _____

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Current costs will consist of advertising the public hearing and adjacent landowner letters.

SUSTAINABILITY PLAN:

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

COMMUNICATION/PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

Not applicable at this time.

RECOMMENDED ACTION:

- Simple Majority
- Requires 2/3
- Requires Unanimous

That first reading be given to Bylaw 1190-20 being a Land Use Bylaw Amendment to rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” and to rezone Part of Plan 822 3269, Block 03, Lot A from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1” to accommodate residential development, subject to public hearing input.

Author: N Friesen **Reviewed by:** C Smith **CAO:**

BYLAW NO. 1190-20
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 residential development.

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

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

Part of Plan FORTVER, Block 3, Lot 8

In the Hamlet of Fort Vermilion, be rezoned from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1”; and

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

Part of Plan 822 3269, Block 3, Lot A

In the Hamlet of Fort Vermilion, be rezoned from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1”

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. 1190-20

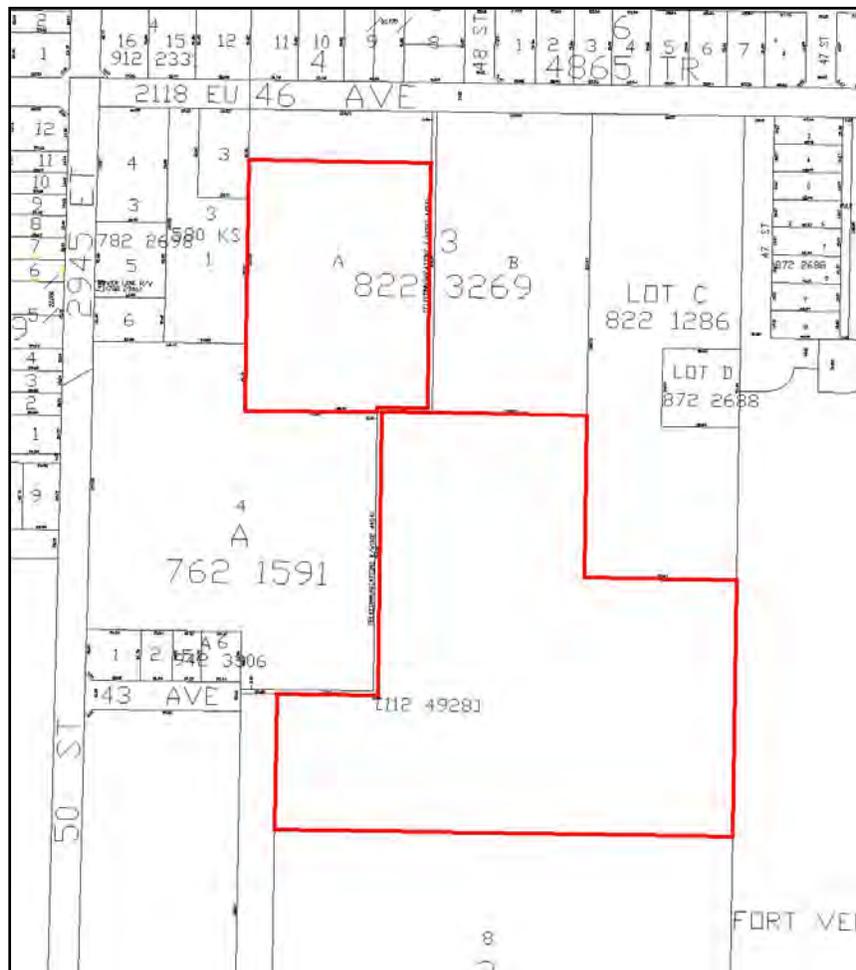
SCHEDULE “A”

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

Part of Plan FORTVER, Block 3, Lot 8 within the hamlet of Fort Vermilion, be rezoned from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1”; and

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

Part of Plan 822 3269, Block 3, Lot A within the hamlet of Fort Vermilion, be rezoned from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1”



FROM: Fort Vermilion Light Industrial “FV-LI” & Fort Vermilion Light Industrial “FV-LI”/Institutional “I”

TO: Hamlet Residential 1 “H-R1”

BYLAW APPLICATION



File No. Bylaw 1190-20

NOT TO SCALE

Disclaimer

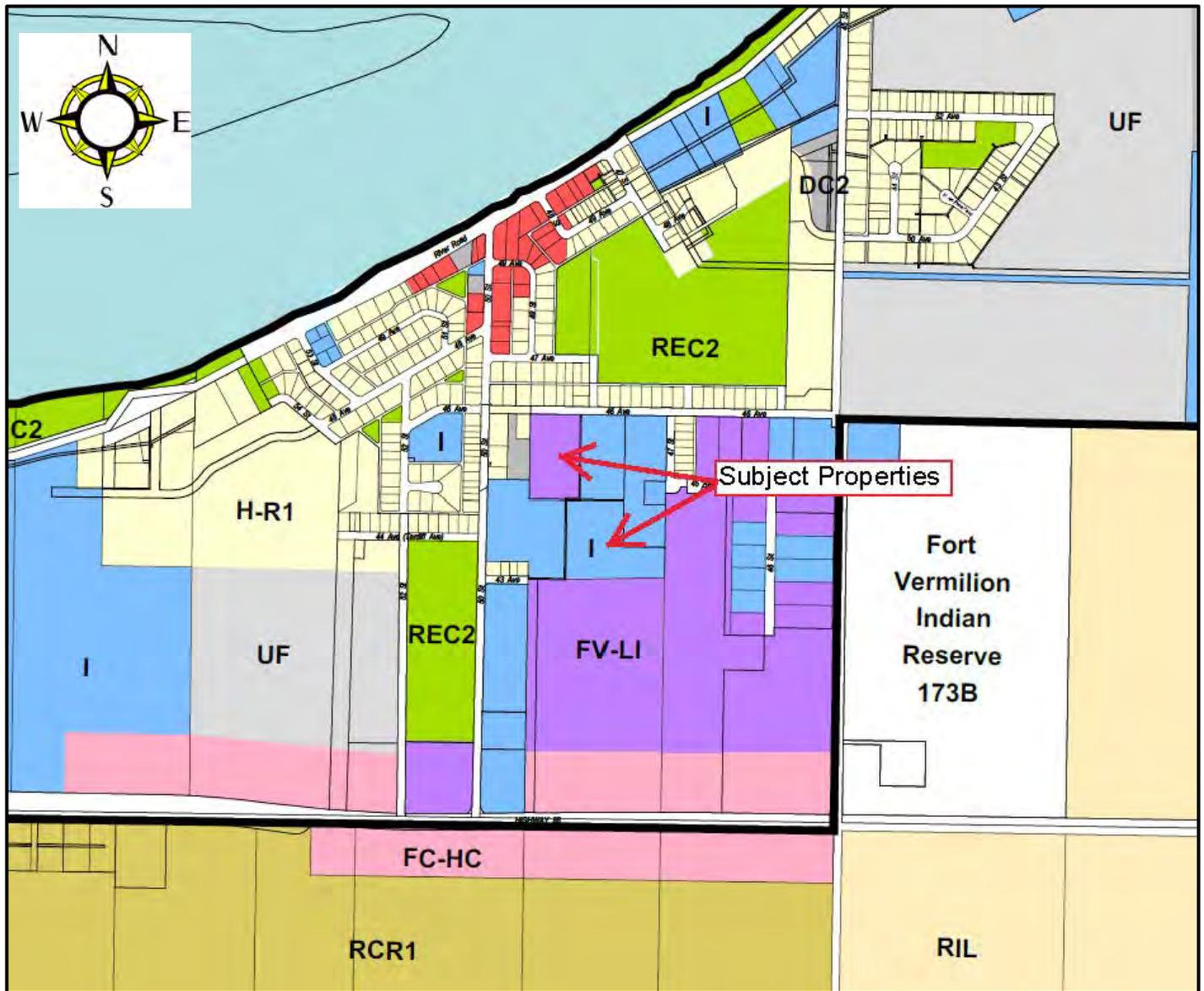
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Mackenzie County

BYLAW APPLICATION



File No. Bylaw 1190-20

NOT TO SCALE

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Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1191-20 Land Use Bylaw Amendment to Rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” (La Crete)

BACKGROUND / PROPOSAL:

Mackenzie County administration is proposing a rezoning for Plan 162 0091, Block 03, Lot 12 (9107 Harvest Trail East) from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”.

The intention of the Hamlet Residential 2 “HR-2” district is to provide for a mix of medium and high density residential forms within hamlets. The developer of this lot applied to place a dwelling-row on this property, assuming that it was zoned for this use. There was a clerical error in 2014, where this lot should have been rezoned to accommodate a dwelling row, but the process was not completed. Since the error happened with administration, the Planning and Development department will assume the cost of this rezoning.

The applicant would like to rezone this lot, to build senior condominiums on this property. There are other senior condominiums/dwelling-row built types in the area as well. A Dwelling-Row is a permitted use in the Hamlet Residential 2 “H-R2” zoning.

Bylaw 11xx-20 was presented to the Municipal Planning Commission on August 6, 2020 where the following motion was made:

MPC 20-08-106 MOVED by John W Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A “H-R1A to Hamlet Residential 2 “H-R2”, subject to public hearing input.

CARRIED

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

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 Planning and Development Department.

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1191-20 being a Land Use Bylaw Amendment to rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A “H-R1A to Hamlet Residential 2 “H-R2”, subject to public hearing input.

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

BYLAW NO. 1191-20
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 Dwelling-Row.

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

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

Plan 162 0091, Block 03, Lot 12

within the Hamlet of La Crete, be rezoned from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” 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. 1191-20

SCHEDULE "A"

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

Plan 162 0091, Block 03, Lot 12 within the Hamlet of La Crete, be rezoned from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2"



FROM: Hamlet Residential 1A "H-R1A"

TO: Hamlet Residential 2 "H-R2"



BYLAW APPLICATION



File No. Bylaw 1191-20

NOT TO SCALE

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Mackenzie County



BYLAW APPLICATION



File No. Bylaw 1191-20

NOT TO SCALE

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Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	Bylaw 1192-20 Land Use Bylaw Amendment to Rezone Part of SW 7-106-15-W5M from Agricultural "A" to Institutional "I"

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Part of SW 7-106-15-W5M from Agricultural "A" to Institutional "I" in order to accommodate a church and cemetery.

The applicant would like to subdivide and set up a new church and cemetery on the quarter section. The current Agricultural "A" zoning does not accommodate this type of development.

The purpose of the Institutional "I" zoning is to accommodate a variety of uses including Cemeteries and Places of Worship.

Proposed bylaw 11xx-20 was taken to MPC on August 6, 2020 where the following motion was made:

MPC 20-08-107 **MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw -11xx-20 being a Land Use Bylaw Amendment to rezone Part of SW 7-106-15-W5M from Agricultural "A" to Institutional "I", subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

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

Author: N Friesen Reviewed by: C Smith CAO: _____

BYLAW NO. 1192-20
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 an Institutional Use.

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:

Part of SW 7-106-15-W5M

In La Crete rural, be rezoned from Agricultural "A" to Institutional "I" 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. 1192-20

SCHEDULE "A"

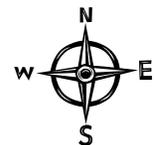
1. That the land use designation of the following property known as:

Part of SW 7-106-15-W5M within La Crete Rural, be rezoned from Agricultural "A" to Institutional "I"



FROM: Agricultural "A"

TO: Institutional "I"



Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT APPLICATION

Name Of Applicant Jake Martens		
Address: Box 57,		
City/Town La Crete, AB		
Postal Code T0H 2H0	Phone (780) 841-9578	Cell

Complete only if different from Applicant

Name of Registered Owner Peter W Peters and Helena Peters		
Address: Box 730		
City/Town LA Crete, AB		
Postal Code T0H 2H0	Phone	Cell

Legal Description of the Land Affected by the Proposed Amendment:

Part of

QTR./LS. SW	SEC. 7	TWP. 106	RANGE 15	M. 5	or	PLAN	BLK	LOT
----------------	-----------	-------------	-------------	---------	----	------	-----	-----

Civic Address: N/A

Land Use Classification Amendment Proposed:

From: Agricultural (A) To: Institutional (I)

Reasons Supporting Proposed Amendment:

Land owners are subdividing to allow a church and a cemetery to be built on the designated property. Current classification is Agricultural which is not applicable for the intended purpose of the new development.

I have enclosed the required application fee of: 560⁰⁰ Receipt No.: 259301

Jake Martens
Applicant Signature

July 22, 2020
Date

Peter W. Peters
Registered Owner Signature

Date

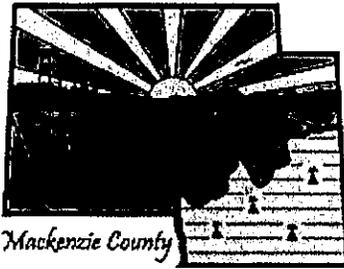
NOTE: Registered Owner's signature required only if different from applicant

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.

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



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



Mackenzie County

P.O. Box 640
 Fort Vermilion, Alberta T0H 1N0
 Phone: (780) 927-3718 Fax: (780) 927-4266
 E-Mail: office@mackenziecounty.com

OFFICIAL RECEIPT 259301

Customer & Comments:
 REINLAND CHURCH
 JAKE MARTEN

Date: Jul 22, 2020
 Initials: NF

Receipt Type	Roll/Account	Description	Outstanding Amount	Quantity	Receipt Amount
General	SUBAP	Subdivision Application Fe	\$1,265.00	1	\$1,265.00
General	LNDBY	Land Use Bylaw	\$100.00	1	\$100.00
General	LNDBY	Land Use Bylaw	\$460.00	1	\$460.00

Cheque Number: 6119022

----- PAYMENT SUMMARY -----

Tax Amount:	\$0.00
Receipt Total:	\$1,825.00
Cash Received:	\$0.00
Credit Card:	\$0.00
Cheque:	\$1,825.00
Other:	\$0.00
	\$1,825.00

BYLAW APPLICATION



File No. Bylaw 1192-20

NOT TO SCALE

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Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1193-20 Land Use Bylaw Amendment to Rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A” (La Crete Rural)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A” in order to accommodate a fifteen (15) acre acreage.

The applicant is wanting to set up a yard site on this quarter of land. There is a large patch of bush that the developer wants to include in the subdivision and so therefore the acreage needs to be a bigger size. The largest lot size allowed in the Rural Country Residential 1 “RCR1” zoning is five (5) acres, not the fifteen (15) acres he desires. If this rezoning takes place, he is planning on subdividing this exact parcel.

In August 2010, SE 34-105-15-W5M was rezoned from Agricultural “A” to Rural Country Residential 1 “RCR1” by Bylaw 769-10 to accommodate country residential subdivisions. This rezoning was completed as part of the road construction for the RV Park road. An offsite levy fee applies to all lands in this area. An attached map of this rezoning is included.

Bylaw 11xx-20 was presented to the Municipal Planning Commission on July 23, 2020 where the following motion was made:

MPC 20-07-098 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A”.

CARRIED

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

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

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

SUSTAINABILITY PLAN:

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

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1193-20 being a Land Use Bylaw Amendment to rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A”, subject to public hearing input.

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

BYLAW NO. 1193-20
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 an Agricultural Use.

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:

Part of SE 34-105-15-W5M

In La Crete rural, be rezoned from Rural Country Residential 1 "RCR1" to Agricultural "A" 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

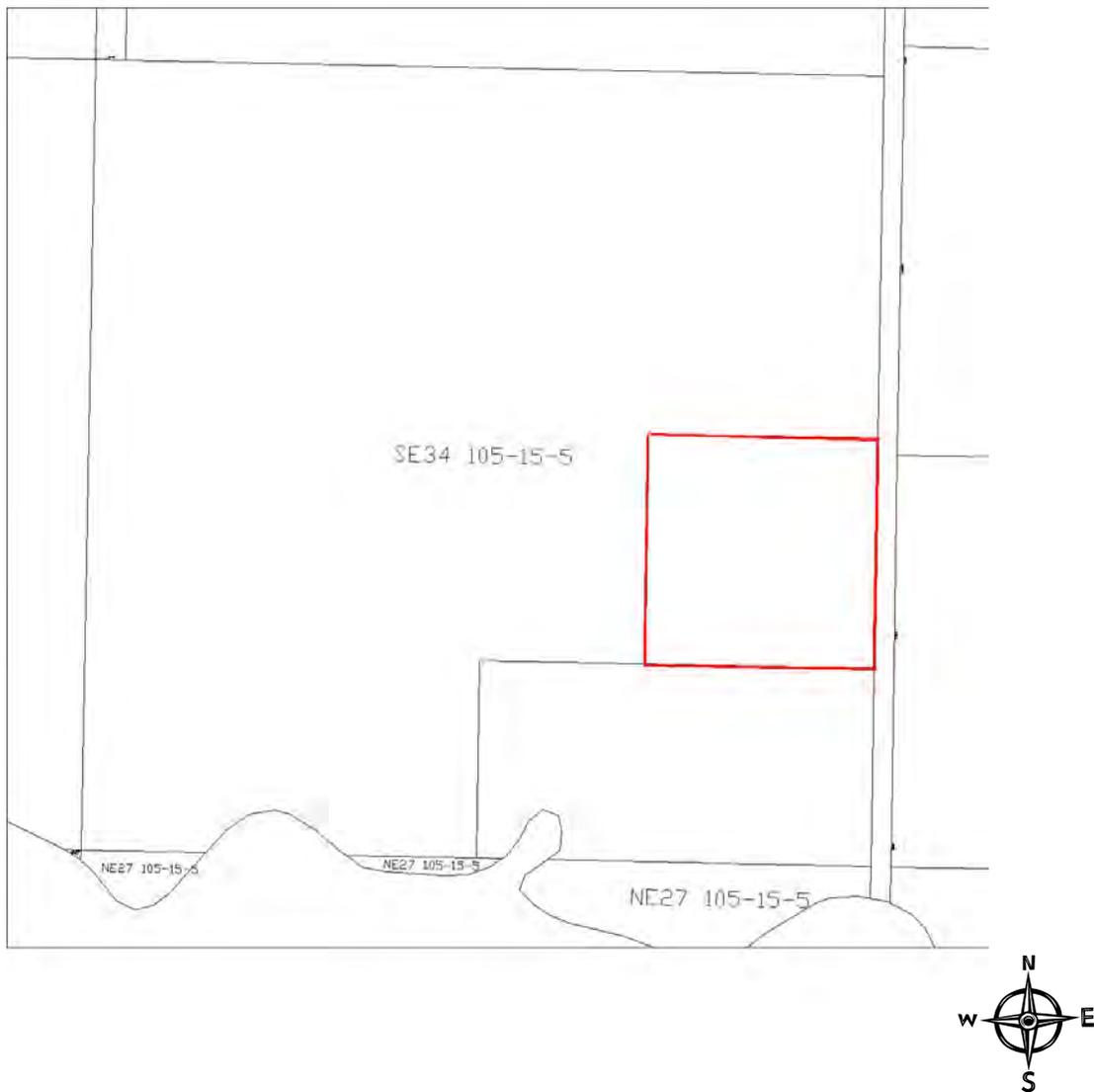
Lenard Racher
Chief Administrative Officer

BYLAW No. 1193-20

SCHEDULE "A"

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

Part of SE 34-105-15-W5M within La Crete Rural, be rezoned from Rural Country Residential 1 "RCR1" to Agricultural "A"



FROM: Rural Country Residential 1 "RCR1"

TO: Agricultural "A"

LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>WILLIAM B FEHR</i>		
ADDRESS <i>Box 816</i>		
CITY/TOWN <i>LACRETE</i>		
POSTAL CODE (RES.) <i>T0H 2H0</i>	PHONE <i>780 928 3018</i>	BUS. <i>780 926 0663</i>

COMPLETE ONLY IF DIFFERENT FROM APPLICANT

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
<i>SE</i>	<i>34</i>	<i>105</i>	<i>15</i>	<i>WS</i>				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *RER1* TO: *A*

REASONS SUPPORTING PROPOSED AMENDMENT:

I AM APPLYING TO SUBDIVIDE A 15+- ACRE ACREAGE ON THE SOUTH EAST CORNER OF MY PROPERTY. THIS ACREAGE WOULD BE ADJACENT TO THE APPROX 20 ACRE PIECE OF CROWN LAND ALREADY TAKEN OFF OF THIS SAME 1/4 SECTION.

REASON #1 THERE IS ALREADY A 20 ACRE PIECE THAT DOES NOT BELONG TO ME

REASON #2 MY SON CURTIS WOULD LIKE TO BUILD A HOUSE AND LIVE THERE CURTIS HAS SUBMITTED AN APPLICATION COMPLETE WITH A DRAWING.

THANK YOU FOR YOUR CONSIDERATION

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 \$ *560⁰⁰* RECEIPT NO. *258555*

W. B. Fehr
APPLICANT SIGNATURE

JULY 9/20
DATE

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

REGISTERED OWNER SIGNATURE

DATE

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



Mackenzie County

Phone: (780) 927-3718
Fax: (780) 927-4266
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Mackenzie County

P.O. Box 640
 Fort Vermilion, Alberta T0H 1N0
 Phone: (780) 927-3718 Fax: (780) 927-4266
 E-Mail: office@mackenziecounty.com

OFFICIAL RECEIPT

258555

Customer & Comments:

FEHR, WILLIAM B

Date: Jul 9, 2020
 Initials: NF

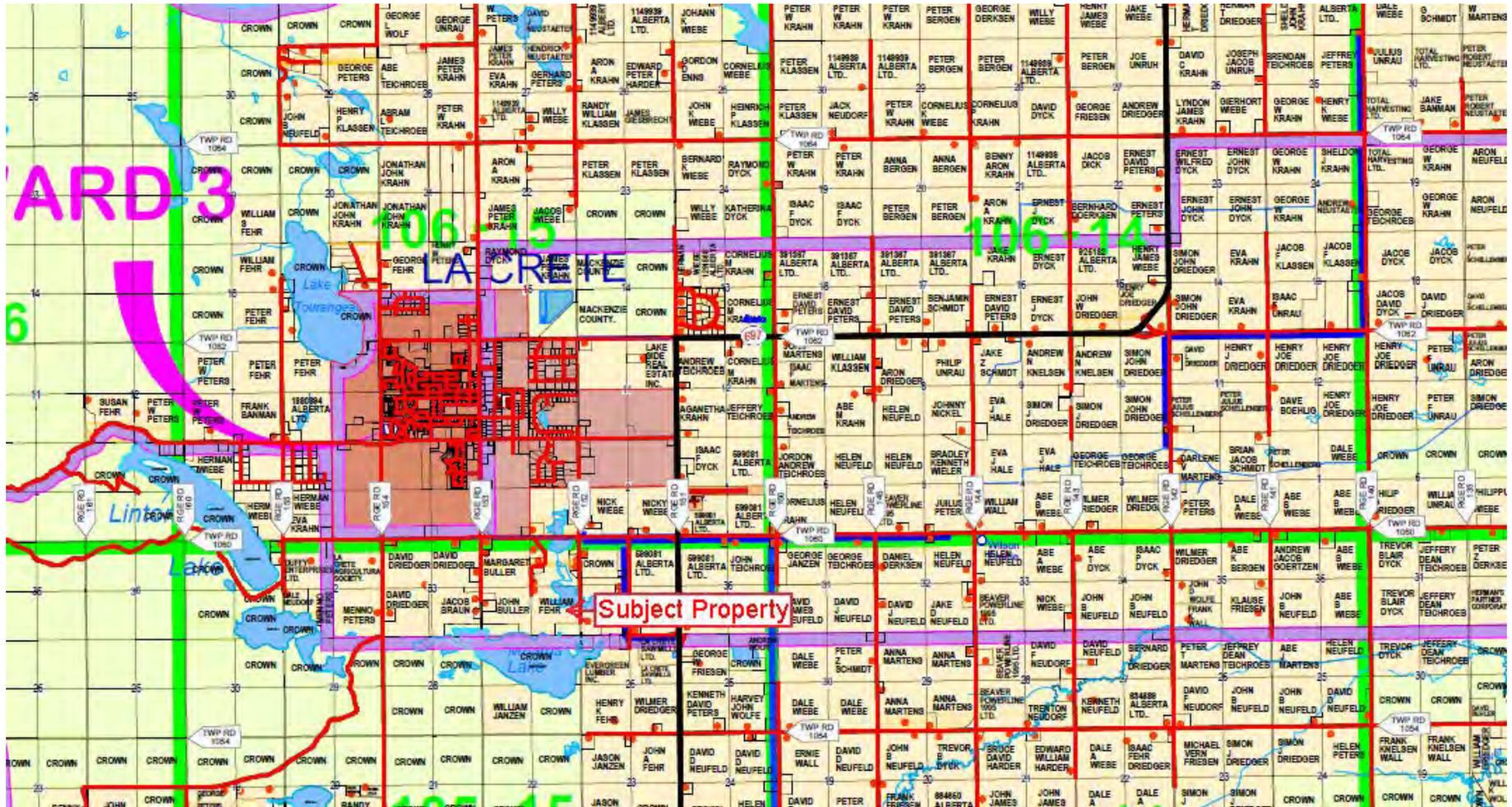
Receipt Type	Roll/Account	Description	Outstanding Amount	Quantity	Receipt Amount
General	LNDBY	Land Use Bylaw	\$460.00	1	\$460.00
General	LNDBY	Land Use Bylaw	\$100.00	1	\$100.00

Cheque Number: 194

----- PAYMENT SUMMARY -----

Tax Amount:	\$0.00
Receipt Total:	\$560.00
Cash Received:	\$10.00
Credit Card:	\$0.00
Cheque:	\$550.00
Other:	\$0.00
	\$560.00

BYLAW APPLICATION



File No. Bylaw 1193-20

NOT TO SCALE

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Mackenzie County



BYLAW APPLICATION



File No. Bylaw 1193-20

NOT TO SCALE

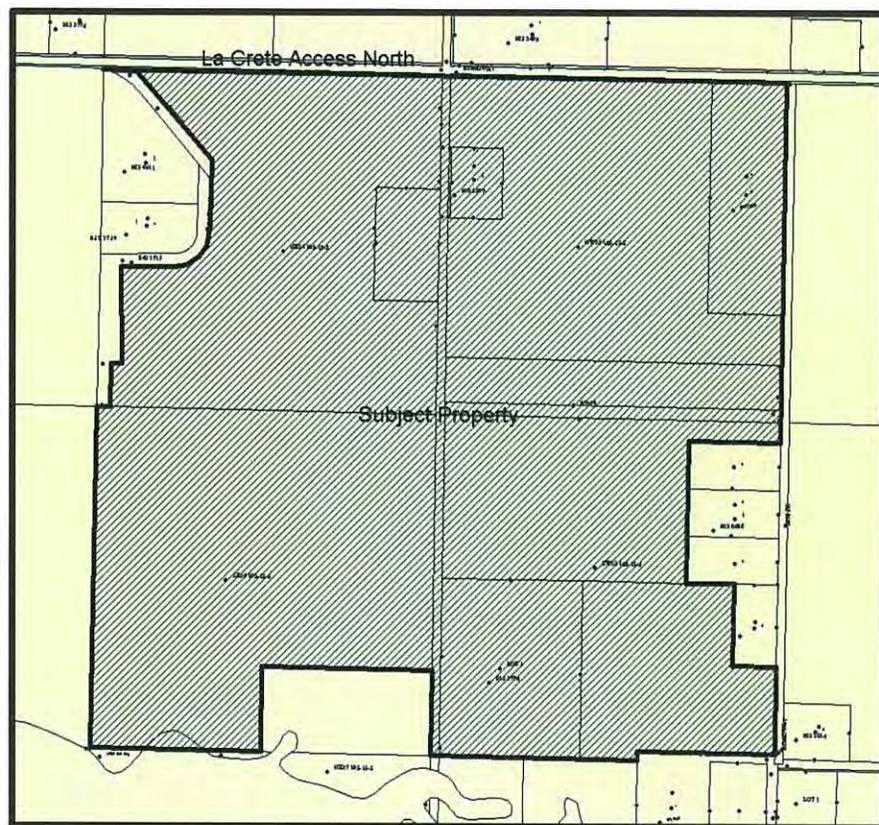
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Mackenzie County

**PT of NE 34-105-15-W5M,
PT of SE 34-105-15-W5M,
PT of NW 35-105-15-W5M,
PT of SW 35-105-15-W5M,
Plan 012 1774, Lot 1,
Plan 992 3997, Block 1, Lot 1
and Plan 072 7239, Block 2, Lot 2**



Location: *La Crete Rural*

Rezoned from: *Agricultural District 1 "A1"*

To: *Rural Country Residential District 1 "RC1"*

("RC1" changed to Rural Country Residential 1 "RCR1" by Bylaw 1066-17)

Bylaw 769-10, August 2010



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	Municipal Development Plan, Land Use Bylaw, & Fort Vermilion Recovery Plan – Request for Proposals

BACKGROUND / PROPOSAL:

The Planning and Development department has advertised a Request for Proposals (RFP) to facilitate the preparation of a Municipal Development Plan and Land Use Bylaw for the entire County, and an Area Redevelopment Plan for the Hamlet of Fort Vermilion and the surrounding area.

The County originally intended to review its MDP in late 2020 but the 2020 Fort Vermilion Ice Jam Flooding has accelerated the timeline and expanded the scope of the project. The intention of the project is to integrate lessons learned from the ongoing flood recovery into statutory planning documents applicable throughout the County as well as provide a coherent vision for the County’s growth and development for the next 20 years.

Proposals are to include a list of experience on similar projects and a general description of timelines and methodology as to how the Proponent intends to complete the work required in the stipulated timelines. It is the Proponent’s responsibility to identify, if any, the inability to meet the requirements specified in this RFP.

The proposals shall be evaluated as follows:

Evaluation Criteria	Mark (%)	Points Available	Subtotal
Knowledge of the Mackenzie County Flood Recovery program and local knowledge of issues, constraints, and community adaptations as demonstrated by local experience.		30	
Availability and flexibility to perform services as described in scope of work.		30	

Author: N Friesen **Reviewed by:** C Smith **CAO:** _____

Experience and qualifications of firm and project team members.		30	
Fees		10	
Total points available		100	

If Mackenzie County receives a proposal acceptable to it, the County will select one (1) or more parties who submitted a proposal with whom the County, in its sole and unfettered discretion, will negotiate regarding the terms of a contract to perform the construction work required for this project.

The RFP has been advertised since August 4, 2020 and the RFP submission date was August 14, 2020 4:30 PM MST. Administration has opened, reviewed and scored the submitted proposals, and a summary of the proposals and scores will be provided at the council meeting.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

In part of awarding the project, administration would like to reallocate some of the remaining funds from the Inter-municipal Development Plan and Collaborative Framework budget. The IDP/ICF agreements should require minimal expenses to complete and the scope of this project has increased immensely.

Municipal Development Plan - \$175,000

Intermunicipal Development Plan and Intermunicipal Collaborative Frameworks - \$130,000

Budget funding in the amount of \$305,000

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The RFP was advertised via the APC website. No public participation is required.

The successful Proponent will be notified.

Author: N Friesen Reviewed by: C Smith CAO:

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

- Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Development Plan budget be amended to include an additional \$130,000 with funding coming from the Intermunicipal Development Plan and Intermunicipal Collaborative Framework budgets for a total project budget of \$305,000.

Motion 2

- Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Recovery Plan project be awarded to the most qualified bidder, while staying in budget.

Author: N Friesen Reviewed by: C Smith CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	Pluvial Flooding and Development

BACKGROUND / PROPOSAL:

Pluvial Flooding is when ponding occurs in low lying areas during times of extreme rainfall or by seasonal runoff. There are several areas within Mackenzie County that experience the effects of seasonal runoff such as flooding or ponding in their yard sites and homes despite municipal recommendation against development in certain locations.

Mackenzie County is the development authority responsible to ensure that this does not happen. There have been many subdivision and development permit applications recommended for refusal due to risk of pluvial flooding but precedent has been set that as long as a developer commits to implementing minimal mitigation measures, such as adding fill, they can develop.

Mitigation measures do not always work, as there is still a flood threat, which we have experienced this year due to the amount of water received. The County can be liable if a developer proceeds with development in a known low lying area even if we recommend against development but grant/issue approval.

Administration requires direction and Council support in making decisions on difficult applications for areas at risk for pluvial flooding in order to protect the interests of the public.

According to the Municipal Development Plan, the following should be considered when making a development permit decision:

At the discretion of the County, an applicant for a subdivision approval or a development permit may be asked to show that a proposed building site is not at risk from, among other things:

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

- a) groundwater contamination;
- b) flooding and/or high water table;
- c) unstable slopes and/or ground subsidence;
- d) soil unsuitable for sewage disposal; and
- e) abandoned oil and gas wells.

OPTIONS & BENEFITS:

Options on how best to limit the amount of risk for developers and the municipality when making decision on permits.

Option 1: Add regulation to the Land Use Bylaw for areas at risk for pluvial flooding such as no basements, minimum grade for construction, sump pump requirement, etc. Developers would have to be told upfront when applying for permits or subdivision, developers would be restricted to how and where they develop. All decisions and conditions of approval will be at the discretion of the development authority.

Option 2: Refer all rural development permit/subdivision applications to Alberta Environment & Parks for recommendation. This would extend the current application decision process, an additional 3 weeks. Decisions would be based on provincial data not municipal.

Option 3: All questionable applications be refused due to risk of pluvial flooding.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal N3 Optimal use is made of County farm land.

Strategy N3.1 Ensure that the County's Land-Use Bylaw and Municipal Development Plan limit urban or non-agricultural development in unused lands that are best-suited for agriculture.

COMMUNICATION / PUBLIC PARTICIPATION:

N/R

POLICY REFERENCES:

N/A

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith **Reviewed by:** B Peters **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning and Development
Title:	Sale of Part of Plan 182 2539, Block 01, Lot K (La Crete)

BACKGROUND / PROPOSAL:

Planning and Development administration have been informed that a developer is interested in purchasing Part of Plan 182 2539, Block 01, Lot K (Jubilee Park) at approximately 0.09 acres to consolidate with his newly purchased commercial property.

The developer will be removing the existing house that is currently on site. The developer is preparing to use the lot for a commercial use as he already owns the adjacent lot to the north.

As shown in the aerial photo attached, the previous landowner had fenced in the portion of land that is owned by the County, effectively encroaching on County land.

Should Council be interested in selling this small parcel, the developer would be responsible for the surveying costs and consolidation of the lot.

The land is to be sold based on market value.

OPTIONS & BENEFITS:

The developer would come into compliance with the existing fence line. The lot would also align with the developers existing lot.

COSTS & SOURCE OF FUNDING:

The market value of the property is based on the value provided in the Reserve Policy (DEV 005). The land is valued at \$17,500 per acre based on commercial use. The price

Author: C Smith Reviewed by: B Peters CAO: _____

would be as follows 0.09 acres X \$17,500 = \$1,575.00. Council is free to negotiate the price of the land.

The purchaser would be responsible for the surveying, lawyer fees and consolidation.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

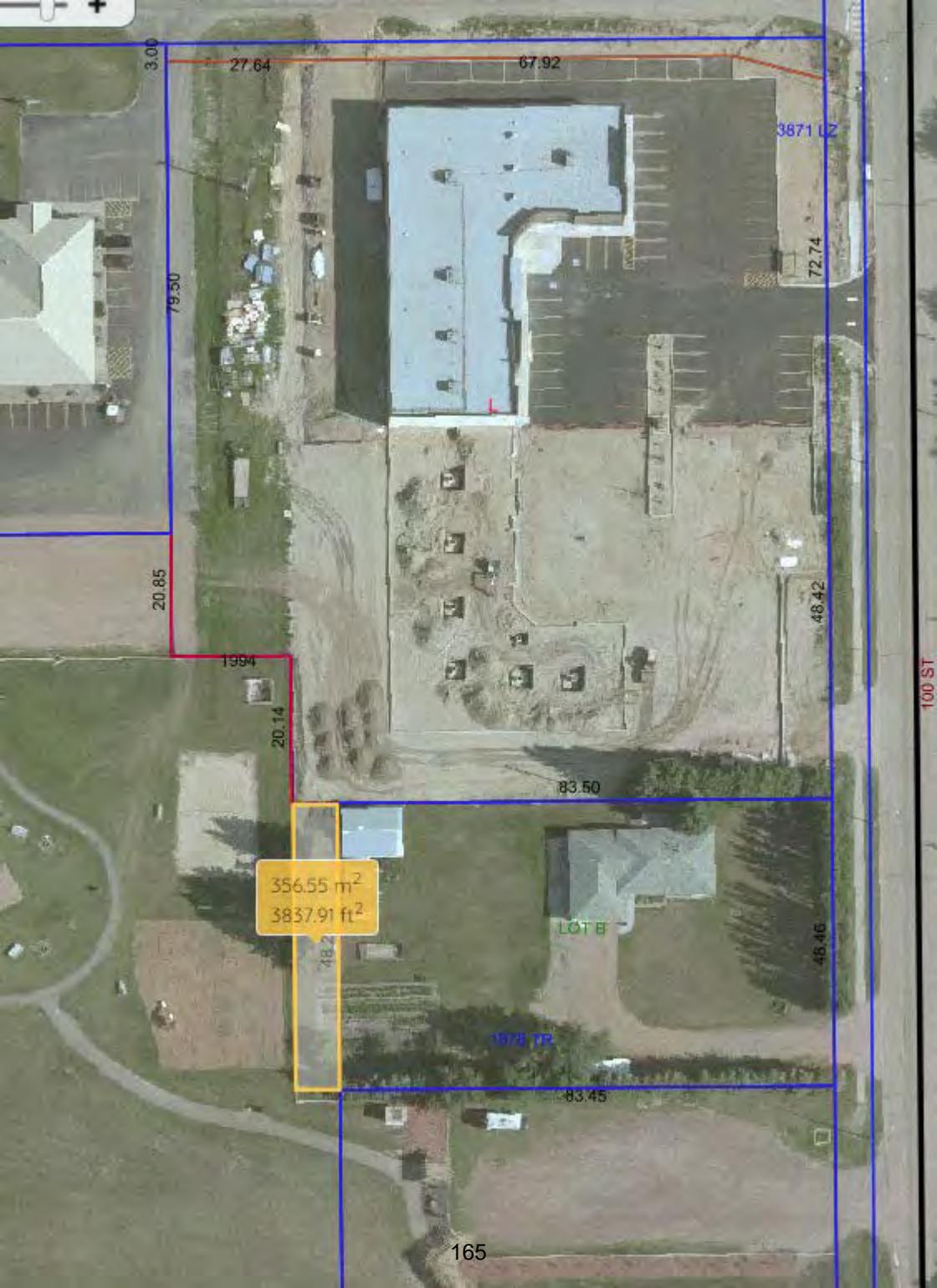
Reserve Policy (DEV005)

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration proceed with the sale of the 0.09 acres on Part of Plan 182 2539, Block 01, Lot K in the Hamlet of La Crete.

Author: C Smith Reviewed by: B Peters CAO: _____



3.00

27.64

67.92

3871 L2

79.50

72.74

20.85

48.42

19.94

20.14

83.50

356.55 m²
3837.91 ft²

48.2

LOT B

46.46

1579 70

83.45

165

100 ST



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Len Racher, Chief Administrative Officer
Title:	Alberta Municipal Water & Wastewater Partnership Grant Funding

BACKGROUND / PROPOSAL:

Mackenzie County has been accepted for the Zama Sewage Forcemain Project through the Alberta Municipal Water & Wastewater Partnership grant. In May of 2018 Council made a motion to apply for the AMWWP grant for the Zama Forcemain project:

18-05-399 That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.

The project would consist of replacing an older steel foremain that was too small for a new lift station that could run more efficiently with a larger forcemain. Since that time, Mackenzie County was approved for the Zama Lift Station under the Clean Water & Wastewater Fund grant but the project came in well over budget. Zama has also experienced unfortunate decline in population due to the shut in of the oil and gas sector with the economic challenges. Without the construction of a new lift station there is no benefit to replacing the existing forcemain. With the current population and also the contingency for pump backups in place for the existing lift station, we have been able to avoid any sewage backups that require reporting to Alberta Environment.

The 2020 ice jam flood event has devastated the hamlet of Fort Vermilion and financial assistance is required from the municipality to ensure residents are safe, warm, and dry for the coming winter season and the years thereafter.

As the water plant and force main in Zama is still in working order and with the steady decline of residents, the water treatment plant is down to less than 20 cubic metres per day of water consumption, administration is requesting that Council consider the current needs of the municipality and request that the grant funding be reallocated to assist in the flood mitigation strategy

Author: F. Wiebe **Reviewed by:** C. Gabriel **CAO:** L. Racher

OPTIONS & BENEFITS:

Option #1

Mackenzie County request the Alberta Municipal Water & Wastewater Partnership to re-allocate the grant funding to water and wastewater projects that will assist providing residents with property as a part of the relocation strategy within flood mitigation in Fort Vermilion.

Option #2

Mackenzie County proceeds with using the approved grant funding for the Zama Sewage Forcemain Project in Zama.

COSTS & SOURCE OF FUNDING:

The total grant is for \$1,226,000 and is at 75% funding. The County's portion is \$306,500 and the Provincial contribution is \$919,500 up to actual expense.

SUSTAINABILITY PLAN:

Our sustainability plan ensures that our utility infrastructure can “operate at optimal usage levels given the size of the population”.

Goal C1 The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

Goal C6 The risk of various types of damage to municipal infrastructure is minimized due to the availability of up-to-date risk assessments as well as up-to-date plans for managing each type of risk.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

Author: F. Wiebe Reviewed by: C. Gabriel CAO: L. Racher

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That a request be made to the Ministry of Transportation to re-allocate the Alberta Municipal Water & Wastewater Partnership grant funding for the Zama Sewage Forcemain project to the 2020 Fort Vermilion Water and Sewer Infrastructure project to assist with the flood mitigation strategy.

Author: F. Wiebe **Reviewed by:** C. Gabriel **CAO:** L. Racher



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Don Roberts, Director of Community Services
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the August 6, 2020 Community Services Committee 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: C.Sarapuk Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee meeting minutes of August 6, 2020 be received for information.

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

**MACKENZIE COUNTY
Community Services Committee Meeting**

**August 6, 2020
1:00 p.m.**

**Hutch Lake Campground
Fort Vermilion, Alberta**

PRESENT: Lisa Wardley Chair, Councillor
Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor
Eric Jorgensen Councillor (arrived 1:19 p.m.)

REGRETS:

ADMINISTRATION: Don Roberts Director of Community Services
Colleen Sarapuk Admin Officer/Recording Secretary

ALSO PRESENT: Jacquie Bateman -

Minutes of the Community Services Committee meeting for Mackenzie County held on August 6, 2020 at the Hutch Lake Campground.

CALL TO ORDER: 1. a) Call to Order

Councillor Wardley called the meeting to order at 1:05 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION CS-20-08-058 MOVED by Councillor Cardinal

That the agenda be approved with additions;

- 5.a) DA Thomas Park
- 5.b) Caretakers

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the July 8, 2020 Community Services Committee Meeting

MOTION CS-20-08-059 MOVED by Councillor Braun

That the minutes of the July 8, 2020 Community Services Committee meeting be approved as presented.

CARRIED

OLD BUSINESS: 4. a) 10 Year Management Plan – Hutch Lake

DISCUSSION

The committee reviewed the 10 Year Management Plan for Hutch Lake and made the following changes/additions;

20 additional docks – installing 2/year. The docks will be not have vehicle access, walking trails only.

20 campsites per year. Sites will be a mixture of group sites, pull through sites.

Walking trails connection the sites.

Shower house, located near the beach.

NEW BUSINESS: 5. a) DA Thomas Park (Addition)

MOTION CS-20-08-060 MOVED by Councillor Cardinal

That the Fort Vermilion Streetscape Committee submit a plan for the improvements at DA Thomas Park.

CARRIED

NEW BUSINESS: 5. b) Caretakers

DISCUSSION

The Committee met with the Hutch Lake Caretakers to discuss concerns regarding the campground.

**INFORMATION/
CORRESPONDENCE: 6. a) Information/Correspondence**

None.

**NEXT MEETING
DATE: 7. a) September 9, 2020 10:00 a.m. Fort Vermilion Council
Chambers.**

ADJOURNMENT: 8. a) Adjournment

MOTION CS-20-08-061 MOVED by Councillor Braun

That the meeting be adjourned at 3:35 p.m.

CARRIED

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

Lisa Wardley
Chair

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the July 9 & 23 & August 6, 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 July 9, July 23 and August 6, 2020 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, July 9, 2020 @ 10:00 a.m.

PRESENT:

Erick Carter	Chair, MPC Member
Beth Kappelar	Vice Chair, MPC Member
John W Driegder	MPC Member
David Driedger	Councillor, MPC Member
Jacque Bateman	Councillor, MPC Member via Teleconference

ADMINISTRATION:

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

MOTION 1. **CALL TO ORDER**

Erick Carter called the meeting to order at 10:00 a.m.

2. **ADOPTION OF AGENDA**

MPC 20-07-080 **MOVED** by David Driedger

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC 20-07-081 **MOVED** by John W Driedger

That the minutes of the June 25, 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) **081-DP-18 Hotflash Electric (Time Extension)
Accessory Building (Tarp Shelter) in "LC-HC"
Plan 962 1721, Block 18, Lot 6 (La Crete)**

MPC 20-07-082 **MOVED** by David Driedger

That a time extension for 081-DP-18 on Plan 962 1721, Block 18, Lot 06 in the name of Hotflash Electric be granted to expire on July 15, 2022.

CARRIED

- b) **183-DP-20 Roger Toews
Garden Suite with 25% Setback Variance in "A"
NW 11-108-13-W5M (Fort Vermilion Rural)**

MPC 20-07-083 **MOVED** by John W Driedger

That Development Permit 183-DP-20 on NW 11-108-13-W5M in the name of Roger Toews 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% Size Variance** for the Garden Suite is hereby granted. The Garden Suite shall be a maximum of 1600 square feet (148.65 square meters).
2. **Minimum building setbacks:**
 - a) **41.2 meters (135 feet) front yard from any road allowances;**
 - b) **15.2 meters (50 feet) side yards;**
 - c) **15.2 meters (50 feet) rear yard; from the property lines.**
3. **The Garden Suite 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 maximum distance between the garden suite and the primary dwelling shall be 100 m (328 feet).**
5. **The Garden Suite must share the same driveway as the principle Dwelling Unit.**
6. 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.
7. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
8. **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.
9. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any 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

- c) **185-DP-20 Alpine Builders
Residential Sales Centre (Phase I) (4 Units) (Dwelling-Row)
In "H-R2"
Plan 162 0364, Block 35, Lot 19 (La Crete)**

MPC 20-07-084 MOVED by Beth Kappelar

That Development Permit 185-DP-20 on Plan 162 0364, Block 35, Lot 19 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. Minimum building setbacks for the Residential Sales Centre are:
 - d) 4.5 meters (14.8 feet) front yard (East); and
 - e) 1.5 meters (5 feet) interior side (North) yard
 - f) 3.1 meters (10 feet) exterior side (South) yard
 - g) 1.5 meters (5 feet) rear (West) 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 Residential Sales Centre 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 Residential Sales Centre 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 Residential Sales Centre 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 9904 – 111 Street. You are required to display the address (9904) 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. The siting and development of the Residential Sales Centre 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.
8. On-site parking shall be provided at a rate of parking spaces per 100.0m² (1076.9ft²) of FLOOR AREA of the RESIDENTIAL SALES CENTRE, and all curb crossings and access points shall be designed and located so as to minimize on-site and off-site traffic impacts, to the satisfaction of the DEVELOPMENT AUTHORITY.
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. **A development permit for occupancy must be obtained by the developer after the subdivision conditions have been met and the lots have been registered.**
12. A RESIDENTIAL SALES CENTRE may not be used for occasional or permanent residential accommodation purposes.
13. Where full services are not available to the site, a RESIDENTIAL SALES CENTRE shall be provided with a sanitary privy which meets the standards of all applicable health and safety legislation.
14. The owner of the site on which a RESIDENTIAL SALES CENTRE is located shall, within two (2) weeks or otherwise determined by the DEVELOPMENT AUTHORITY following the placement of BASEMENT or foundation walls, provide to the Planning & Development Department a Real Property Report confirming the location of the same on the site.
15. Prior to the commencement of any clearing, excavation or other work in respect of the construction of the RESIDENTIAL SALES CENTRE, the permit holder shall:

- Contact an Alberta Land Surveyor to survey the proposed LOTS in accordance with the Plan of Subdivision;
- Provide access to the RESIDENTIAL SALES CENTRE such that the total unobstructed distance from a fire hydrant / fire pond to the principal entrance of each RESIDENTIAL SALES CENTRE is not more than 90.0m (295.3ft) or such distance as approved by Fire Rescue Operations. An access ROAD(S) shall be constructed to Mackenzie County's General Municipal Improvement Standards suitable for fire truck use; and
- Have erected on the site a SIGN bearing the words:

"This RESIDENTIAL SALES CENTRE has been approved for the sole purpose of marketing homes in this area. Be advised that this RESIDENTIAL SALES CENTRE cannot be sold or occupied as a residential dwellings until such time that it has been approved for occupancy by Mackenzie County. For more information call – Insert Developer Name and Phone Number".

16. 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.

17. 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.

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

19. 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) **14-SUB-20 Virgil & Lorna Goossen
10.00 Acre Subdivision
NE 19-109-12-W5M (North Fort Vermilion)**

MPC 20-07-085 **MOVED** by David Driedger

That Subdivision Application 14-SUB-20 in the name of Virgil & Lorna Goossen on NE 19-109-12-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.048 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with 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

- b) **15-SUB-20 Eva Hale
10.00 Acre Subdivision
NW 4-106-14-W5M (East La Crete)**

MPC 20-07-086 **MOVED** by John W Driedger

That Subdivision Application 15-SUB-20 in the name of Eva Hale on NW 4-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.048 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with 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

- c) **16-SUB-20 Sommerfeld Mennonite Church
9.42 Acre Subdivision
Part of SW 19-106-14-W5M**

MPC 20-07-087 **MOVED** by John W Driedger

That Subdivision Application 16-SUB-20 in the name of Sommerfeld Mennonite Church on Part of SW 19-106-14-W5M be APPROVED with the following conditions:

- 1. This approval is for a **TYPE B** subdivision, 9.42 acres (3.812 hectares) in size.
- 2. Applicant/developer shall enter into and abide by a Development Agreement with 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

- d) **17-SUB-20 Northern Farms Alberta Ltd
80.00 Acre Subdivision
NE 12-110-15-W5M (Rocky Lane)**

MPC 20-07-088 **MOVED** by Beth Kappelar

That Subdivision Application 17-SUB-20 in the name of Northern Farms Alberta Ltd on NE 12-110-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 80.00 acres (23.37 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with 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

e) 18-SUB-20 John & Ann Schapansky

**10.00 Acre Subdivision
SE 25-104-16-W5M (Steephill Creek)**

MPC 20-07-089 **MOVED** by Beth Kappelar

That Subdivision Application 18-SUB-20 in the name of John & Ann Schapansky on SE 25-104-16-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 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 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 \$7,000 per acre. Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. **10.00 acres times \$ 700 equals \$7,000.**
 - h) **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)*.

- 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

7. MISCELLANEOUS ITEMS

- a) **Development Statistics Report – January to June 2020**

For Information.

8. IN CAMERA

- a) **None.**

9. MEETING DATES

- ❖ Thursday, July 23rd, 2020 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, August 6th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 20th, 2020 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 20-07-090 MOVED by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:26

a.m.

CARRIED

These minutes were adopted this 23rd day of July, 2020.

Erick Carter, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, July 23, 2020 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Beth Kappelar Vice Chair, MPC Member
John W Driegder MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member via Teleconference

ADMINISTRATION: Byron Peters Director of Planning and Development
Nicole Friesen Administrative Assistant, Planning/Recording Secretary

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 10:06 a.m.

2. ADOPTION OF AGENDA

MPC 20-07-091 MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 20-07-092 MOVED by David Driedger

That the minutes of the July 9, 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) **172-DP-20 Benjamin Friesen
Garage – Detached with 13% Size Variance in “RCR1”
Plan 062 4641, Block 1, Lot 5 (River Drive Estates)**

MPC 20-07-093 **MOVED** by David Driedger

That Development Permit 172-DP-20 on Plan 062 4641, Block 1, Lot 5 in the name of Benjamin Friesen 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:**
 - a. **15.2 meters (50 feet) front (West) yard;**
 - b. **7.6 meters (25 feet) sides (North & South) yards;**
 - c. **7.6 meters (25 feet) rear (East) yard; from the property lines.**
2. An **13% Size Variance** for the Garage – Detached is hereby granted. The maximum area of the Garage – Detached shall be 1216 square feet.
3. The Garage-Detached shall not exceed one storey in height.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
5. **The Garage – Detached is approved for residential purposes only and no commercial activity is permitted in this building.**
6. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
7. 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.

8. 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.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) 207-DP-20 Spectrum Builders/Jake Doerksen
Dwelling – Duplex (36'x 56') in "H-R1"
Plan 202 1245, Block 7, Lot 20 (5110-48 Ave Fort Vermilion)**

MPC 20-07-094 MOVED by Beth Kappelar

That Development Permit 207-DP-20 on Lot 20, Block 07, Plan 202 1245 in the name of Spectrum Builders (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**:
 - 5110-48th Ave, Unit 1
 - 5110-48th 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

6. SUBDIVISIONS

**a) 19-SUB-20 Dave & Margaret Neustaeter
10.00 Acre Subdivision
NW 34-106-15-W5M (North La Crete)**

MPC 20-07-095 **MOVED** by Beth Kappelar

That Subdivision Application 19-SUB-20 in the name of Dave & Margaret Neustaeter on NW 34-106-15-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 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.
 - I. Any permanent buildings on the property must be constructed equal to or greater than the grade of the road.
 - b) Mitigation measures must be in place in order to avoid water damage from potential seasonal flooding.
 - c) A caveat will be registered on the title of this property.
 - d) 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.
 - e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - f) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - 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) **20-SUB-20 Corny Krahn (Four K Forestry Ltd)
11.53 Acre Subdivision
NE 35-109-18-W5M (East High Level)**

MPC 20-07-096 **MOVED** by Beth Kappelar

That Subdivision Application 20-SUB-20 in the name of Corny Krahn (Four K Forestry) on NE 35-109-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 11.53 acres (4.666 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with 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) Dedication of a 30-meter wide service road right-of-way across the highway frontage of the parcel, at no cost to the department (Alberta Transportation). In this instance, Alberta Transportation is willing to accept the service road dedication by caveat.
 - c) Removal of the access to the balance of the lands from Highway 58 at the developer's expense, access to the balance

of the lands shall be via Range Road 181.

- d) 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.
- e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- f) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- 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

- c) **21-SUB-20 Alpine Builders Ltd
1.03 Acre Bareland Condos (10 Lots)
Plan 162 0364, Block 35, Lot 19 (La Crete)**

MPC 20-07-097 **MOVED** by John W Driedger

That Subdivision Application 21-SUB-20 in the name of Alpine Builders Ltd on Plan 162 0364, Block 35, Lot 19 be APPROVED with the following conditions:

1. This approval is for a ten (10) lot subdivision totalling 1.03 acres (0.417 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. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

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
- 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 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,

- h) 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,
- i) 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.
- j) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- k) Any outstanding property taxes shall be paid in full prior to registration of title,
- l) Provision of off-site levies as required by the County as follows:
 - i) 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. Ten (10) lots at \$1,000 equals **\$10,000.00**,

Total Levies = \$10,000.00

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

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 11XX-20 Land Use Bylaw Amendment
Rezone from Rural County Residential 1 "RCR1"
To Agricultural "A"
Part of SE 34-105-15-W5M**

MPC 20-07-098 **MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 "RCR1" to Agricultural "A".

CARRIED

8. IN CAMERA

- a) **None.**

9. MEETING DATES

- ❖ Thursday, August 6th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 20th, 2020 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, September 10th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, September 24th, 2020 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 20-07-099 **MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:35 a.m.

CARRIED

These minutes were adopted this 6th day of August, 2020.

Erick Carter, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, August 6, 2020 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Beth Kappelar Vice Chair, MPC Member
John W Driegder MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member via Teleconference

ADMINISTRATION: Caitlin Smith Planning Supervisor
Lynda Washkevich Development Officer
Nicole Friesen Administrative Assistant, Planning/Recording Secretary

MEMBERS OF THE PUBLIC: Eric Jorgensen

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 10:03 a.m.

2. ADOPTION OF AGENDA

MPC 20-08-100 MOVED by John W Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 20-08-101 MOVED by Beth Kappelar

That the minutes of the July 23, 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) **219-DP-20 Platinum Construction
Residential Sales Centre in “H-R1A”
Plan 162 0091, Block 3, Lot 12 (La Crete)**

MPC 20-08-102 MOVED by David Driedger

That Development Permit 219-DP-20 on Plan 162 0091, Block 03, Lot 12 in the name of Platinum 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 for the Residential Sales Centre are:
 - a) 4.5 meters (14.8 feet) front yard; and
 - b) 1.5 meters (5 feet) interior side yard
 - c) 3.1 meters (10 feet) exterior side yard
 - d) 1.5 meters (5 feet) rear 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 Residential Sales Centre 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 Residential Sales Centre 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 Residential Sales Centre 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 9107 Harvest Trail E. You are required to display the address (9107) 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 1-3 which will be assigned by the municipality.

7. The siting and development of the Residential Sales Centre 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.
8. On-site parking shall be provided at a rate of parking spaces per 100.0m² (1076.9ft²) of FLOOR AREA of the RESIDENTIAL SALES CENTRE, and all curb crossings and access points shall be designed and located so as to minimize on-site and off-site traffic impacts, to the satisfaction of the DEVELOPMENT AUTHORITY.
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. **A development permit for occupancy must be obtained by the developer after the subdivision conditions have been met and the lots have been registered.**
12. A RESIDENTIAL SALES CENTRE may not be used for occasional or permanent residential accommodation purposes.
13. Where full services are not available to the site, a RESIDENTIAL SALES CENTRE shall be provided with a sanitary privy which meets the standards of all applicable health and safety legislation.

14. The owner of the site on which a RESIDENTIAL SALES CENTRE is located shall, within two (2) weeks or otherwise determined by the DEVELOPMENT AUTHORITY following the placement of BASEMENT or foundation walls, provide to the Planning & Development Department a Real Property Report confirming the location of the same on the site.
15. Prior to the commencement of any clearing, excavation or other work in respect of the construction of the RESIDENTIAL SALES CENTRE, the permit holder shall:
 - Contact an Alberta Land Surveyor to survey the proposed LOTS in accordance with the Plan of Subdivision;
 - Provide access to the RESIDENTIAL SALES CENTRE such that the total unobstructed distance from a fire hydrant / fire pond to the principal entrance of each RESIDENTIAL SALES CENTRE is not more than 90.0m (295.3ft) or such distance as approved by Fire Rescue Operations. An access ROAD(S) shall be constructed to Mackenzie County's General Municipal Improvement Standards suitable for fire truck use; and
 - Have erected on the site a SIGN bearing the words:

“This RESIDENTIAL SALES CENTRE has been approved for the sole purpose of marketing homes in this area. Be advised that this RESIDENTIAL SALES CENTRE cannot be sold or occupied as a residential dwellings until such time that it has been approved for occupancy by Mackenzie County. For more information call – Insert Developer Name and Phone Number”.
16. **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.
17. 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.

18. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
19. 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) **22-SUB-20 Frank M & Margaret Dyck
53.9 Acre Subdivision
NE 21-103-17-W5M (Blue Hills)**

MPC 20-08-103 **MOVED** by Beth Kappelar

That Subdivision Application 22-SUB-20 in the name of Frank M & Margaret Dyck on NE 21-103-17-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 53.9 acres (21.81 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with 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

- b) **23-SUB-20 Platinum Construction
1.15 Acre Bareland Condominium (10 Lots)
Plan 162 0091, Block 3, Lot 12 (La Crete)**

MPC 20-08-104 **MOVED** by John W Driedger

That Subdivision Application 23-SUB-20 in the name of Platinum Construction on Plan 162 0091, Block 3, Lot 12 be APPROVED with the following conditions:

1. This approval is for a ten (10) lot subdivision totalling 1.15 acres (0.464 hectares) in size.
2. The applicant/developer shall sign a Memorandum of Understanding with Mackenzie County regarding the timeline to accommodate this development.
3. 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. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

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
- 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 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,
 - h) 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,

- i) 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.
- j) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- k) Any outstanding property taxes shall be paid in full prior to registration of title,
- l) Provision of off-site levies as required by the County as follows:
 - i) 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. Ten (10) lots at \$1,000 equals **\$10,000.00**,

Total Levies = \$10,000.00

- m) 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) 24-SUB-20 Reinland Church (Jake Martens)
6.36 & 0.92 Acre Subdivision
Part of SW 7-106-15-W5M (West La Crete)**

MPC 20-08-105 MOVED by Beth Kappelar

That Subdivision Application 24-SUB-20 in the name of Reinland Church on Part of SW 7-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, totalling 7.28 acres (2.945 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) The proposed parcel shall be rezoned to Institutional "I" to accommodate the proposed use.
 - b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - c) 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.
 - d) Only one access for the proposed parcel(s) will be approved and shall be via Range Road 160.
 - I. An access easement agreement must be registered at Alberta Land Titles along with lot registration.
 - e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

- f) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- 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

7. MISCELLANEOUS ITEMS

- a) **Bylaw 11XX-20 Land Use Bylaw Amendment
Rezone from Hamlet Residential 1A "H-R1A"
To Hamlet Residential 2 "H-R2"
Plan 162 0091, Block 3, Lot 12**

MPC 20-08-106 **MOVED** by John W Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 11xx-20 being a Land Use Bylaw Amendment to rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A "H-R1A to Hamlet Residential 2 "H-R2", subject to public hearing input.

CARRIED

- b) **Bylaw 11XX-20 Land Use Bylaw Amendment**

**Rezone from Agricultural “A” to Institutional “I”
Part of SE 7-106-15-W5M**

MPC 20-08-107 **MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw -11xx-20 being a Land Use Bylaw Amendment to rezone Part of SW 7-106-15-W5M from Agricultural “A” to Institutional “I”, subject to public hearing input.

CARRIED

**c) Bylaw 11XX-20 Land Use Bylaw Amendment
Rezone from Fort Vermilion Light Industrial “FV-LI”
& Institutional “I” to Hamlet Residential 1 “H-R1”
Part of Plan FORTVER, Block 3, Lot 8**

MPC 20-08-108 **MOVED** by Beth Kappelar

That the Municipal Planning Commission recommend to Council to approve Bylaw -11xx-20 being a Land Use Bylaw Amendment to rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” to accommodate residential development, subject to public hearing input.

CARRIED

8. IN CAMERA

a) None.

9. MEETING DATES

- ❖ Thursday, August 20th, 2020 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, September 10th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, September 24th, 2020 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, October 8th, 2020 @ 10:00 a.m. in La Crete
- ❖ Thursday, October 22nd, 2020 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 20-08-109 **MOVED** by John W Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:15 a.m.

CARRIED

These minutes were adopted this 20th day of August, 2020.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 2020
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the June 17, 2020 and July 29, 2020 Agricultural Service Board 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: C.Sarapuk Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Service Board meeting minutes of June 17, 2020 and July 29, 2020 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**June 17, 2020
9:00 A.M.
La Crete Office**

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

REGRETS:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Len Racher	Chief Administrative Officer
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Dave Schellenberg	Assistant Agricultural Fieldman

Minutes of the Mackenzie County Agricultural Service Board meeting held on June 17, 2020.

CALL TO ORDER: 1. a) Call to Order

Ernie Peters called the meeting to order at 9:00 am.

AGENDA: 2. a) Adoption of Agenda

MOTION ASB 20-06-018 MOVED BY Josh Knelsen

That the agenda be adopted with the additions

5.h) Irrigation Update

CARRIED

PREVIOUS MINUTES 3.a) Minutes of the March 20, 2020 ASB Minutes

MOTION ASB 20-06-019 MOVED BY Anthony Peters

That the minutes of the March 20, 2020 ASB meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 20-06-020

MOVED BY Dicky Driedger

That the Action list be received for information.

CARRIED

5.a) Ag Fieldman Report

MOTION ASB 20-06-021

MOVED BY Terry Batt

That the Ag Fieldman Report be received for information.

CARRIED

5.b) Appointment of Weed & Pest Inspectors

MOTION ASB 20-06-022

MOVED BY Dicky Driedger

That Bill Hayday and Dave Schellenberg be appointed as Weed & Pest Inspectors under the Alberta Weed Control act and the Alberta Pest Control Act for the 2020 season.

CARRIED

5.c) Buffalo Head Flood Mitigation Discussion

MOTION ASB 20-06-023

MOVED BY Josh Knelsen

That the Buffalo Head Flood Mitigation Discussion be received for information.

CARRIED

5.d) Bluehills Erosion Concern

MOTION ASB 20-06-024

MOVED BY Josh Knelsen

That a meeting be held in July with all affected landowners at the Tompkins Fire Hall to discuss erosion concerns and solutions.

CARRIED

5.e) Fusarium Graminearum Press Release

MOTION ASB 20-06-025

MOVED BY Josh Knelsen

That the Fusarium Graminearum Press Release be received for information.

CARRIED

5.f) ASB019 Fusarium Graminearum Policy

MOTION ASB 20-06-026

MOVED BY Josh Knelsen

That the ASB019 Fusarium Graminearum Policy be received for information.

CARRIED

5.g) ASB Field Visit

MOTION ASB 20-06-027

MOVED BY Anthony Peters

That the Mackenzie County ASB host the ASB Field Visit on August 27, 2020.

CARRIED

5.h) Irrigation Study Update

MOTION ASB 20-06-028

Moved by Terry Batt

That the Irrigation Study Update be received for information.

CARRIED

SET NEXT MEETING DATE

8.a) Next Meeting Date

The next ASB meeting will be held on August 27, 2020 at 9:00 in the Fort Vermilion Office, with the ASB Field Visit to follow.

ADJOURNMENT

9.a) Adjournment

MOTION ASB 20-06-029

MOVED BY Joe Peters

That the ASB meeting be adjourned at 10:57 a.m.

CARRIED

These minutes were approved on July 29, 2020 ASB Meeting.

Ernie Peters Chair

Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**July 29, 2020
1:00 p.m.
Tompkins Fire Hall**

PRESENT:	Ernie Peters	ASB Chair
	Josh Knelsen	Reeve
	Anthony Peters	Councillor
	Dicky Driedger	Member at Large
	Joe Peters	Member at Large
	Terry Batt	Member at Large – via teleconference

REGRETS:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Len Racher	Chief Administrative Officer
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Dave Schellenberg	Assistant Agricultural Fieldman
	Walter Sarapuk	Deputy Reeve – teleconference for closed meeting

Minutes of the Mackenzie County Agricultural Service Board meeting held on July 29, 2020.

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

Councillor E. Peters called the meeting to order at 1:00 p.m.

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

MOTION ASB 20-07-030 **MOVED BY** Reeve Knelsen

That the agenda be adopted with the additions

5.g) Tompkins Drainage Concern

CARRIED

PREVIOUS MINUTES **3.a) Minutes of the June 17, 2020 ASB Minutes**

MOTION ASB 20-07-031 **MOVED BY** Councillor A. Peters

That the minutes of the June 17, 2020 ASB meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 20-07-032

MOVED BY Dicky Driedger

That the Action list be received for information.

CARRIED

5.a) Ag Fieldman Report

MOTION ASB 20-07-033

MOVED BY Reeve Knelsen

That the Ag Fieldman Report be received for information.

CARRIED

5.b) Weed Inspection Update

MOTION ASB 20-07-034

MOVED BY Joe Peters

That the Weed Inspection update be received for information.

CARRIED

5.c) Vet Clinic in La Crete Request

MOTION ASB 20-07-035

MOVED BY Reeve Knelsen

That the ASB send Dr. McCracken a letter of support for a veterinary clinic in La Crete and provide Dr. McCracken with contacts and possible locations for the clinic, as well as request more information on specific requirements needed for a suitable location.

CARRIED

5.d) Beaver Control Policy ASB013

MOTION ASB 20-07-036

MOVED BY Terry Batt

That ASB013 Beaver Control Policy be received for information.

CARRIED

5.e) 2020 ASB Field Visit

MOTION ASB 20-07-037

MOVED BY Dicky Driedger

That the ASB rent a bus for the August 27, 2020 ASB Field Visit.

CARRIED

5.f) Wester Producer Irrigation Article

MOTION ASB 20-07-038

MOVED BY Reeve Knelsen

That the Western Producer Irrigation article be received for information.

CARRIED

5.g) Tompkins Drainage Concern

MOTION ASB 20-07-039

MOVED BY Councillor A. Peters

That administration obtain a cost estimate for a plan and profile from Northern Roadbuilders for south of RR RD 18-4 along TWP RD 103-0 to TWP RD 102-2.

CARRIED

CLOSED MEETING

6. a) Closed Meeting

MOTION ASB 20-07-040

MOVED BY Reeve Knelsen

That ASB move into a closed meeting at 2:20 p.m. to discuss the following:

- 6. a) Frontier Vet Services Request (*FOIP, Div. 2, Part 1, s.27*)

CARRIED

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

- All Agricultural Service Board Members
- Len Racher, CAO
- Grant Smith, Agricultural Fieldman
- Colleen Sarapuk Administrative Officer/ Recording Secretary
- Dave Schellenberg, Assistant Agricultural Fieldman
- Walter Sarapuk, Deputy Reeve

MOTION ASB 20-07-041

MOVED BY Reeve Knelsen

That the ASB meeting move out of camera at 2:46 p.m.

CARRIED

SET NEXT MEETING DATE 8.a) Next Meeting Date

The next ASB meeting will be held on August 27, 2020 at 9:00 in the Fort Vermilion Office, with the ASB Field Visit to follow.

ADJOURNMENT 9.a) Adjournment

MOTION ASB 20-07-042 MOVED BY Joe Peters

That the ASB meeting be adjourned at 3:00 p.m.

CARRIED

These minutes will be presented for approval at August 27, 2020 ASB Meeting.

Ernie Peters Chair

Grant Smith, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 19, 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.

- Action List
- Correspondence – AMISK Hydroelectric Project
- Correspondence – Alberta Seniors and Housing (Flood Recovery)
- Correspondence – Alberta Transportation (Alberta Municipal Water/Wastewater Partnership funding)
- Correspondence – City of Cold Lake (Criminal Code Amendment)
- Correspondence – Canadian Association of Municipal Administrators (Long Service Recognition – Lenard Racher)
- Correspondence – Alberta Justice and Solicitor General (Flood Recovery)
- Correspondence – Alberta Transportation (Tompkins Crossing)
- Correspondence – Alberta Police Advisory Board
- Correspondence – Orphan Well Association (Annual Report)
- Correspondence – North Peace Tribal Council (COVID-19 Concerns)
- Correspondence - STARS
- Correspondence – Alberta Municipal Affairs (Disaster Recovery Program)
- Correspondence – Alberta Environment & Parks (Emergency River Access)
- Correspondence – VSI Services Ltd. (First Quarter Report of VSI Expenditures)
- Correspondence – Alberta Municipal Affairs (Interim Housing Site Preparation and Remediation)
- Rural Municipalities of Alberta Bulletin – Transport Canada Provides Information on Rail Crossing Dispute Resolution Process
- Rural Municipalities of Alberta Bulletin – Changes to Commercial Carrier Permits
- 2020 AUMA Convention

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

- Municipal Governance Factsheet – July 17, 2020 COVID-19 Outbreak
- Municipal Governance Factsheet – July 31, 2020 COVID-19 Outbreak
- Alberta Transportation Briefing Note: Changes to Permits
- Mackenzie Library Board Meeting Minutes
- La Crete Recreation Society Meeting Minutes
- Big Lakes County – Fly-in BBQ
-
-

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: _____

Mackenzie County Action List as of July 15, 2020

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
August 9, 2016 Regular Council Meeting			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners. Re-survey completed. <i>NE 3-106-15-W5M Complete</i>
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron	In progress. LUB Amendment
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred Byron	Finalizing report then draft offsite levy bylaw. Working with engineer on draft design.

Motion	Action Required	Action By	Status
September 25, 2017 Council Meeting			
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Paperwork complete. Waiting for approvals. Disposition (RDS) is in place. Right of Way – cleared. Survey completed.
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Don	Application submitted. FNC process
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Don	Sketch plan completed. Application to purchase is in progress.
May 23, 2018 Council Meeting			
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG.
June 12, 2018 Council Meeting			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Dave	In progress. Engineering report received. (WSP) Working on application. 2020 Flood Mitigation
October 9, 2018 Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	In progress
November 13, 2018 Regular Council Meeting			
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	Fred	In progress
February 27, 2019 Regular Council Meeting			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	Impacted by 2020 flood
August 13, 2019 Regular Council Meeting			
19-08-423	That administration bring back options for the chip seal project.	Dave	Completed
October 8, 2019 Regular Council Meeting			
19-10-548	That the Proposed Fire Salvage Plan and Community Management Zone from Tolko, Norbord, and La Crete Sawmills be received for information and that a letter be sent to Alberta Agriculture & Forestry regarding stumpage fees for forest fire salvage.	Len	Letter drafted

Motion	Action Required	Action By	Status
19-10-559	That administration enter into an agreement with the owners of Tax Roll 155377 as discussed.	Jennifer	Ongoing Awaiting response from ratepayer
November 5, 2019 Regular Council Meeting			
19-11-671	That the three County owned quarter sections immediately east of the Norbord plant south of High Level be offered for farmland lease in exchange for clearing.	Byron Grant	2020-08-27 ASB Meeting
19-11-676	That Mackenzie County representatives appointed to a provincial task force must provide regular written reports to council, shall immediately forward all task force material and information to council and CAO, and shall receive specific, prior approval from council to represent views or negotiate on behalf of the County.	Council	To be incorporated into the Procedural Bylaw
19-11-685	That administration work with Paramount Resources Ltd. and lobby the government to leave the road infrastructure intact.	Len	In progress
December 10, 2019 Regular Council Meeting			
19-12-757	That Alberta Transportation be invited to attend a Council meeting to discuss highway accesses.	Len	Hwy 697 Upgrade
19-12-758	That the Rural Municipalities of Alberta (RMA) Resolution 15-19F Provincial Highway Access and Setback Authority be brought to the January 14, 2020 council meeting for review.	Carol	Will be presented at the meeting which Alberta Transportation attends.
19-12-781	That a letter be sent to the Minister of Energy regarding industry lease renewals.	Len	In progress
December 18, 2019 Budget Council Meeting			
19-12-820	That Mackenzie County lobby the government for incentives to complete the Paramount abandonments within the next five years.	Council	
January 29, 2020 Regular Council Meeting			
20-01-055	That Administration move forward with applying for Recreational Leases for the Bistcho Lake cabin areas and consideration be given to the work being done by the Caribou Sub-regional Task Force.	Don	On hold. Pursuing reinstatement of commercial fishing.
20-01-067	That a letter be sent to the Minister of Municipal Affairs in regards to the Section 627(3) of the Municipal Government Act that relates to the number of councillor's on a Subdivision and Development Appeal Board.	Carol	In progress
March 10, 2020 Regular Council Meeting			
20-03-171	That a letter of support be provided to the Beaver First Nation for their Investing in Canada Infrastructure Program grant.	Len	2020-08-12 Update – BFN is not moving forward with this project.

Motion	Action Required	Action By	Status
March 25, 2020 Regular Council Meeting			
20-03-219	That administration be authorized to allow burn salvage harvesting within municipal road allowances on a case by case basis.	Dave	Policy amendment required.
April 7, 2020 Regular Council Meeting			
20-04-242	That the 2020 Budget be amended to include \$65,000 to facilitate and complete La Crete 100th Street transactions, with funds coming from the General Capital Reserve.	Jennifer	Completed
20-04-243	That revenue from the sale of land from the La Crete 100 Street Project be returned to the General Capital Reserve to offset the cost.	Jennifer	Completed
April 22, 2020 Regular Council Meeting			
20-04-263	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.	Byron	Discuss with the Assessor
20-04-264	That Bylaw 1172-20 being a Road Closure Bylaw be TABLED until further confirmation is received by the Developer.	Byron	RFD 2020-08-19
20-04-265	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.	Byron	In progress
20-04-266	That an offsite levy bylaw be established for the La Crete North Storm Catchment area as soon as detailed construction costs are finalized.	Byron Fred Jennifer	In progress
20-04-267	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.	Byron Jennifer	In progress. Budget amendment completed.
20-04-268	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.	Len	In progress
May 22, 2020 Special Council Meeting			
20-05-279	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	Jennifer	In progress of finalizing the list.

Motion	Action Required	Action By	Status
	evacuees that have incurred significant costs related to hotel room damages.		
May 27, 2020 Regular Council Meeting			
20-05-289	That a resolution be presented to the Rural Municipalities of Alberta District 4 to amend the definition of an Urban Municipality to include Hamlets.	Carol	Completed.
20-05-299	That rural cemeteries be added to the annual dust control map.	Dave	Policy amendment required.
20-05-300	That the dust control deadline remain as April 1, 2020 and that the remaining calcium storage, following municipal application, be sold at cost for ratepayers to self-apply.	Dave	Fee Schedule Bylaw Amendment
20-05-301	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.	Fred	In progress
20-05-302	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.	Jennifer	Completed
20-05-316	That the budget be amended to include \$75,000.00 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.	Jennifer	Completed
June 5, 2020 Special Council Meeting			
20-06-331	That a letter be sent to the Minister of Municipal Affairs seeking clarity for development considerations for flood affected areas.	DRT	Completed
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
June 10, 2020 Regular Council Meeting			
20-06-343	That the budget be amended to include \$15,000 for the cement wash pad for the Fort Vermilion shop, with funds coming from the General Capital Reserve.	Jennifer	Completed
June 15, 2020 Special Council Meeting			
20-06-373	That the Fort Vermilion future development continue to be investigated.	DRT	Ongoing
June 24, 2020 Regular Council Meeting			

Motion	Action Required	Action By	Status
20-06-378	That the budget be amended to include \$400,000 to secure land for interim housing, with funding coming from the General Capital Reserve.	Jennifer	Completed
20-06-380	That the 2020 Capital budget be amended to include \$500,000 for the Agronomy Building with funds coming from the Western Grains Research Foundation in the amount of \$300,000 and Mackenzie Applied Research Association in the amount of \$200,000.	Jennifer	Completed
20-06-383	That applications be submitted for the three boat launch locations and that the Mackenzie County Search and Rescue River Access Plan be amended to include the additional access sites as identified in the 1991 Recreation Sites in the Lower Peace River Valley Report and be brought back to Council for approval.	Don	Application submitted for three boat launches. River Access Plan in progress.
20-06-393	That first reading be given to Bylaw 1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational "CREC", zoning district, subject to public hearing input.	Byron	PH 2020-08-19
20-06-396	That second reading of 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" to accommodate a Manufactured Home-Mobile be TABLED.	Byron	Tabled due to flood recovery process.
July 14, 2020 Committee of the Whole Meeting			
COW-20-06-014	That administration proceed with review of the Regional Service Sharing Agreement with the Town of High Level and bring recommendations forward to Council.	Len	
July 15, 2020 Regular Council Meeting			
20-07-411	That the budget be amended to include \$5,500.00 for the repairs of the condenser at the Fort Vermilion Recreation Complex, with funding coming from the General Operating Reserve.	Jennifer	Completed
20-07-412	That the budget be amended to include \$25,700,000 for the Mackenzie County Wellness Centre project, subject to grant funding, with \$5M coming from municipal borrowing and \$20.7M coming from other funding sources.	Jennifer	
20-07-413	That first reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.	Carol	Advertising Dates 2020-07-22 2020-07-29 Deadline for petition of electors 2020-08-13
20-07-418	That the 2020 Heliport Road Asphalt Overlay contract be awarded to the lowest qualified bidder and that	Dave	RFD 2020-08-19

Motion	Action Required	Action By	Status
	administration negotiate to maximize the scope of the project, while staying within budget.		
20-07-422	That administration contact the bidders of the Heliport Road Asphalt Overlay project to obtain an overlay quote for the La Crete North and South Accesses.	Dave	RFD 2020-08-19
20-07-427	That the Mackenzie Applied Research Association (MARA) Agronomy Building project be awarded to the most qualified bidder and that the budget be amended to include \$60,000.00 for the project overage, with the County's portion of \$25,000 funding coming from the General Capital Reserve and the remainder being funded by MARA.	Byron Jennifer	In progress. Awaiting down payments from all parties.
20-07-431	That the 2020 taxes for Tax Roll 087019 (Makenzie Ski Hill Society) be written off in the amount of \$6,621.88.	Jennifer	
20-07-432	That the budget be amended to include \$490,000 from the Gravel Inventory to be added to the Gravel Operating Budget.	Jennifer	Completed
20-07-435	That the 1990 Ford Superior Fire Truck and the 1991 GMC C7H042 Superior Fire Truck be offered to the Paddle Prairie Metis Settlement and that the book value of the vehicles in the total amount of \$10,000 be written off if the offer is accepted.	Don Willie	In progress. Waiting for transfer documents.
20-07-437	That Administration be authorized to execute the agreement with Alberta Transportation for the Construction and Maintenance of the Tompkins Crossing Ice Bridge as presented.	Dave	Completed
20-07-438	That Administration proceed with the one-year extension and creating a two-year sub-contract request for proposals for the Construction and Maintenance of the Tompkins Crossing Ice Bridge.	Dave	RFP – 2021
20-07-439	That administration proceed with pothole repairs as discussed.	Dave	In progress
20-07-440	That first reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8, subject to public hearing input.	Byron	PH 2020-08-19
20-07-444	That Mackenzie County continue to support Motion 20-02-123 made by Council on February 26, 2020 in regards to the petition to form a new municipality.	Carol	Response to the Minister in progress. Deadline 2020-08-31
20-07-445	That a letter be sent to the Minister of Transportation requesting that the Government of Alberta explore the concept of building a toll bridge at the Tompkins Crossing.	Carol	Completed

Motion	Action Required	Action By	Status
20-07-455	That the budget be amended to include an additional \$1M for the installation of municipal services, with funding coming from the General Capital Reserve.	Jennifer	Completed
20-07-456	That the Innovative Recovery Solution Application be presented to the Minister of Municipal Affairs for consideration.	DRT	In progress

Mackenzie County
Joulia Whittleton
CAO
4511 46 Ave, Fort Vermilion AB T0H 1N0
Canada

June 9, 2020

Re: AHP Development Corp. — Amisk Hydroelectric Project – Schedule Update Environmental Work

Good day Joulia Whittleton,

It has been approximately one year since our last update on the Amisk Hydroelectricity Project (Amisk). AHP Development Corp. (AHP) remains confident that the 360 MW run-of-river hydroelectricity facility proposed on the Peace River can be an environmentally responsible, economic and highly beneficial project for the Province of Alberta.

The gathering of crucial environmental and traditional data for this renewable energy project has been suspended since 2017. This delay and the completion of the environmental impact assessment has been primarily due to uncertainty regarding federal and provincial greenhouse gas policy and how hydroelectricity fits within Alberta's renewable energy strategy going forward.

The \$2.5 billion Amisk project would create approximately 2480 GWh of reliable electricity annually, enough supply for roughly 350,000 homes, and provide thousands of jobs during the estimated 5-year construction phase. While providing these essential economic benefits to the Province, run-of-river hydro has the lowest lifecycle emissions intensity of all renewables.

Currently, Alberta continues to lag behind most other provinces in terms of hydroelectricity as an energy source, providing only 2% of the Province's electricity supply, compared to 62% Canada-wide. AHP believes that a mix of solar, wind and hydro would be the most optimal solution from a diversity of supply, economic and reliability point of view.

AHP looks forward to advancing the Project, which can supply Alberta with dependable volumes of renewable electricity as Alberta's energy sector transitions to a new renewable reality over the coming years. AHP is hopeful that we will see the conditions necessary to advance the Amisk project to the next stage of development in the near term.

AHP will continue with a level of consultation relevant to the current level of activity. AHP and its consultation team remains available for your questions and encourages you to contact David Berrade, at 1-844-455-8624 or info@amiskhydro.com with any inquiries.

Sincerely,



David

David Berrade



Consultant for the Amisk Hydroelectric Project

1700, 521 3rd Ave SW
Calgary, AB Canada, T2P 3T3

Website: www.amiskhydro.com





ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Calgary-Beddington*



AR49704

June 24, 2020

Mr. Josh Knelsen
Reeve
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Mr. Knelsen:

Thank you for your June 16, 2020 letter regarding Mackenzie County/Fort Vermilion flood recovery. I appreciate the opportunity to respond.

It was devastating to hear about the extensive flood damage in Mackenzie County, including Fort Vermilion, and its impact on hundreds of properties. I am impressed by the perseverance of residents and business owners in the face of adversity. Please know your community is in my thoughts during this difficult time.

My ministry is actively working with the Boreal Housing Foundation (BHF) to ensure properties owned by the Alberta Social Housing Corporation are repaired as soon as possible. In addition, we are working collaboratively with both Mackenzie County and BHF on interim housing for residents who will be out of their homes for an extended period of time.

Thank you again for writing.

Sincerely,

Josephine Pon
Minister of Seniors and Housing



ALBERTA
TRANSPORTATION

Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays

June 29, 2020

AR 80933

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

Dear Reeve Knelsen:

I am pleased to advise your council that two of your water related projects will be funded under the Alberta Municipal Water/Wastewater Partnership (AMWWP) for a total of \$1,915,137. Additional grant funding is being provided under this program to help stimulate economic recovery and support job creation.

Based on your submissions/applications, Mackenzie County will receive a grant based on the estimated eligible project costs for the following projects:

- Hamlet of La Crete Water Supply (58.65 per cent) up to a maximum of \$689,137
Production Well No. 4
- Zama Sewage Force Main Upgrade (75 per cent) up to a maximum of \$1,226,000

The final grant amount will be based on the actual eligible costs at the time of the project completion. With this funding, the municipality/commission will be solely responsible for all costs to operate, maintain, repair and replace the completed works.

Alberta Transportation is pleased to be able to provide this funding as we recognize that supporting water and wastewater infrastructure is critical to the quality of life, economic growth and residency of Alberta's communities.

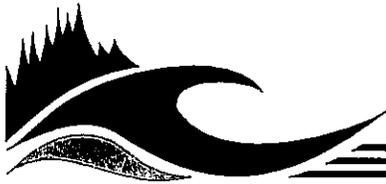
Alberta Transportation staff will be in contact with your administration to formalize the funding agreements to undertake these works.

Sincerely,

Ric McIver
Minister



cc: Mr. Dan Williams, MLA, Peace River
Mr. Ryan Konowalyk, Regional Director, Peace Region



COPY City of *Cold Lake*

OFFICE OF THE MAYOR

July 7, 2020

Via Email ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca

Minister of Public Safety & Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment



At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."

The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.

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WHEREAS on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

AND WHEREAS the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

AND WHEREAS the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

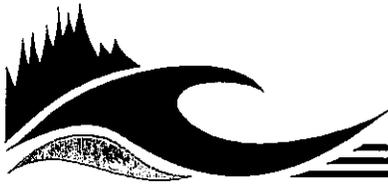
NOW THERE BE RESOLVED that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;

Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.

.../3



-3-

The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

Respectfully,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
Right Honourable Justin Trudeau Prime Minister of Canada
The Honourable David Lametti, Attorney General
The Honourable Andrew Scheer, Leader of the Official Opposition
David Yurdiga, MP Fort McMurray - Cold Lake
The Honourable Jason Kenny, Premier of Alberta
The Honourable Doug Schweitzer, Solicitor General
Federation of Canadian Municipalities (FCM)
Alberta Urban Municipalities Association (AUMA)
Rural Municipalities Association of Alberta (RMA)
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr

Jake Rudolph
President / Président

Jack Benzaquen,
First Vice-President /
Premier vice-président

Cory Bellmore
Second Vice-President /
Deuxième vice-présidente

Beverly Hendry
Treasurer / Trésorière

Jeff Renaud
Past President /
Président sortant

Dawn Chaplin,
Director / Directrice

Tony Kulbisky
Director / Directeur

Jamie Paik
Director / Directrice

Mike Dolter
Director / Directeur

Gary Kent
Director / Directeur

Brenda Orchard
Director / Directrice

Marc Melanson
Director / Directeur

Jennifer Goodine
Executive Director
Directrice générale

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July 13, 2020

Reeve Josh Knelsen
Chief Administrative Officer
Mackenzie County
4511-46 Avenue
Fort Vermilion, AB
T0H 1N0

Dear Reeve Knelsen,

The Canadian Association of Municipal Administrators' (CAMA) Long Service Recognition Awards Program recognizes and celebrates the dedication to public service and municipal management of our members, which is a significant priority for our Association. These awards are based on the number of years of full-time, paid employment in municipal government in a management capacity (a Chief Administrative Officer or reporting directly to a Chief Administrative Officer). They are granted at ten years and given in five year increments.

This year in your municipality we acknowledged the commitment of your Chief Administrative Officer, Mr. Lenard Racher, for his fifteen years of municipal service in a management capacity. His recognition pin has been mailed to him directly.

We ask you to assist us in recognizing Mr. Racher (by perhaps making a special presentation to him at City Council) for his ongoing support of the municipal profession and for the part that he continues to play in helping to make CAMA the leading organization in fostering and sustaining municipal excellence.

Our sincere gratitude to you for your continued support of this valued CAMA member and dedicated employee of your organization. We trust that your municipality has tremendously benefited from his membership in CAMA and we are confident that it will continue to do so.

Sincerely,



Jake Rudolph
CAMA President

cc Lenard Racher, Chief Administrative Officer





ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary - Elbow*

AR 39771

JUL 15 2020

Reeve Josh Knelsen
P.O. Box 640
4511-46 Avenue
Fort Vermilion, AB T0H 1N0

Dear Reeve Knelsen:

Thank you for your letter of June 16, 2020, regarding the flood recovery efforts in the MacKenzie County/Fort Vermilion area, and the possibility of moving the existing courthouse facility. As Minister of Justice and Solicitor General, I appreciate the opportunity to respond.

Officials from the Alberta Government, including Municipal Affairs and Infrastructure, will be surveying the recovery efforts for all impacted government properties. Alberta Justice and Solicitor General, as an occupant of an impacted facility, will await the outcome of these evaluations prior to contributing to the determination of any course of action regarding the existing court facility. At that point, our officials will work with you and your staff to safeguard the courthouse from future flood events.

I wish you and your community the best in your flood recovery efforts.

Sincerely,

Doug Schweitzer, Q.C.
Minister of Justice and Solicitor General

cc: Brad Geddes, Executive Director, Recovery, Municipal Affairs





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

July 15, 2020

The Honourable Ric McIver
Minister of Transportation
320 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: TOMPKINS CROSSING

Thank you for your recent visit to northern Alberta and meeting with Mackenzie County representatives to discuss our transportation network concerns. This letter is in follow-up to the specific concerns discussed regarding the Tompkins Crossing.

The growth of the communities in Mackenzie County and surrounding areas have made the Tompkins Crossing an essential piece of the transportation corridor. This corridor needs to provide a consistent and reliable crossing for both residents and industry to access other regions of the province.

Currently the Tompkins Crossing provides seasonal passage over the Peace River with a summer ferry and an ice road in the winter. On average, the Crossing offers full capacity crossing approximately forty percent (40%) of the time. Full capacity crossing is determined when the ice road crossing is listed at a weight capacity of 63.5 tonnes. Additionally, the Crossing is closed entirely approximately thirty percent (30%) of the year.

Over the past several years, various options have been discussed including a new ferry, with a higher weight capacity, and a permanent bridge structure.

The option of a new ferry will not address the unreliability of the seasonal and environmental factors such as; water fluctuations, debris in the water during run-off, poor visibility due to fog and insufficient ice cover during spring and autumn delaying or disbanding the ice road; which we are currently facing today. The extended wait times to cross the ferry and the safety concerns in crossing the ice

...2

Minister of Transportation

Page 2

July 15, 2020

road forces many individuals to take an alternate route whereby increasing travel costs. Additionally, as experienced during the 2020 spring flooding event, there was a period where both the ferry crossing and the Fort Vermilion bridge were closed at the same time which significantly affected access between communities, including the main medical facility in the region.

Mackenzie County strongly feels that a permanent bridge structure would be the only solution to eliminate the challenges identified and provide an all-season crossing for residents, industry and tourists. We realize that this option comes at a significant price tag. Mackenzie County is requesting that the Province consider exploring a collaborative solution to help offset these costs by way of a toll bridge. Taking into consideration the costs of operating and maintaining the ferry, the costs of constructing the ice road and collecting toll fees from industry and residential traffic over the life span of the bridge, this solution may be justifiable. Although Mackenzie County does not have the financial capacity to contribute to the project, our industry partners and residents form part of the municipal collaboration component each time they cross.

Our region is very reliant on our agricultural and trucking industry and we have received strong support from our industry leaders in exploring a toll bridge solution. Access to a permanent crossing would reduce wait times and increase their productivity. Additionally, we are convinced that the traffic counts will increase once a permanent crossing is in place.

Therefore, Mackenzie County respectfully requests that the Government of Alberta explore the concept of building a toll bridge at the Tompkins Crossing location.

We are available at your convenience to discuss this matter further and thank you in advance for your consideration. If you have any further questions please feel free to contact me at (780) 926-7405 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Yours sincerely,



Josh Knelsen
Reeve
Mackenzie County

c: Dan Williams, MLA Peace River
Mackenzie County Council



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

If you have any questions or suggestions at this time please feel free to contact us at Board@ABPoliceAdvisoryBoard.com or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP “K” Division as necessary and required to discuss matters related to the Interim Board’s mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board’s work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board’s recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board’s recommendations and advice on the JSG/RCMP “K” Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board’s recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization’s Chairs, Presidents and Executive Directors.

Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.



**Orphan Well
Association**

Orphan Well Association

Alberta Oil and Gas Orphan Abandonment and Reclamation Association
1005, 850 – 2nd Street SW, Calgary Alberta, T2P 0R8
www.orphanwell.ca



July 20, 2020

Mr. Josh Knelsen
4511-46 Avenue, Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Josh Knelsen,

As a neighbour in Mackenzie County, and a partner with Alberta businesses, I've enclosed for your information our 2019/20 Orphan Well Association (OWA) annual report. It outlines our work last year across Alberta in the safe and environmentally responsible closure of orphaned oil and gas properties.

When a well, pipeline, facility or associated site no longer has a legally or financially responsible party that can be held accountable, including no viable working interest partner, it becomes the responsibility of the OWA. Our role is to decommission the orphans and restore the land as close to its original state as possible. With some loan support, this work is nearly entirely funded by Alberta's oil and gas industry.

From April 1, 2019 to March 31, 2020, the OWA invested about \$1,458,000 in Mackenzie County, hiring 33 vendors to safely perform a variety of activities, ranging from inspections, decommissioning, reclamation and other related work on 151 orphan sites.

There remain other orphan properties in Mackenzie County that are part of the overall Alberta inventory, including 41 orphan wells that require decommissioning and then reclamation, and 110 sites that require reclamation only. Our complete inventory is on our website and is updated monthly (orphanwell.ca/about/orphan-inventory).

We assess orphan properties and ensure those that are high-risk are addressed first, and then round out our plans with medium- and low-risk sites to maximize the efficiency of our operations.

In 2019, our average cost of decommissioning a well was \$29,000 and reclaiming a site was \$25,000, with specific projects varying depending on technical complexity. These costs translate into a direct investment in communities in the form of contracts for vendors, who are part of the lifeblood of the Alberta economy. A study by the Petroleum Services Association of Canada found between 41 and 57 people are employed in the closure of a single well.

In a broader context, over the past year, the OWA decommissioned more wells and completed more reclamation projects than ever before. In 2019, despite receiving a substantial number of new orphan wells—more in just one year than in 2014 to 2017 combined—we actually *decreased* the overall inventory with a steady and strategic approach. With our existing inventory of almost 3,000 wells, we decommissioned over 980 wells in 2019—that’s almost a third of the inventory, showing that our organization is more than capable of tackling what lies ahead.

Although 2019 was a strong year for the OWA’s results on the ground, the economic context has remained difficult for the energy industry for now, and likely for the next few years. In response to these extraordinary circumstances, we have seen extraordinary efforts from the OWA staff and contractors. And very importantly, we have seen the governments of Alberta and Canada continue to step up to support our work.

As part of its investment in the energy industry, the Government of Canada’s plans include a \$200 million repayable loan to the OWA. The Government of Alberta has also announced a \$100 million repayable loan to the OWA, in addition to the \$235 million loan announced by the province in 2017 and provided over three years. These funds are not grants and will be repaid through levies on the oil and gas industry in coming years.

In addition to orphan properties, Mackenzie County also has 2,123 inactive well licenses. These properties have solvent owners and operators and so are not the responsibility of the OWA. However, the Government of Alberta has established the Site Rehabilitation Program (alberta.ca/siterehab), mainly funded by the federal government’s COVID-19 Economic Response Plan, which will provide up to \$1 billion in funding to Alberta’s oilfield service contractors to perform well, pipeline, and oil and gas site reclamation work. The OWA is not eligible for this funding.

Underpinning all the OWA’s efforts is our relationship with our contractors—nearly 600 large and small businesses across Alberta. They are the arms and legs of the OWA and critical to how we do our job, meet our goals and perform our mandate. 2020 may be the most difficult year we face as a province and an industry, but we are confident we will meet the challenges ahead.

For more information, I invite you to read our enclosed annual report, visit our website at orphanwell.ca, or contact me directly at 403-297-3398.

Yours truly,



Lars De Pauw
Executive Director
Orphan Well Association



NORTH PEACE TRIBAL COUNCIL

BEAVER FIRST NATION - DENE THA' FIRST NATION
LITTLE RED RIVER CREE NATION - TALLCREE TRIBAL GOVERNMENT

July 22, 2020

MacKenzie County Councillors

Attention: Josh Knelson-Reeve

Re: Increase in COVID-19 cases in MacKenzie County

This letter is to express our concern regarding the alarming increase in the number of Covid-19 cases in the Mackenzie County and the fact that the county is currently under Alberta Health Services watchlist. It has come to our attention that certain parts of the county appear to be lax and failing to follow the required health and safety protocols as set out by the Government of Alberta. This is extremely troubling issue that requires immediate attention without delay.

The North Peace Tribal Council is comprised of four First Nations: Little Red River Cree Nation, Tallcree Tribal Government, Beaver First Nation, and Dene Tha' First Nation. Our respective nations are made up of tight knit communities, requiring us to be extra vigilant, and taking extraordinary steps to keep the COVID-19 from entering our communities. We are doing what we can to reduce the chances of the infections from spreading into our family homes especially to protect our Elders and people who are vulnerable. Implemented measures such as physical distancing, handwashing, wearing face masks in public, and self-isolation helps tremendously. Given the close-knit nature of our communities, and the hardship many of our members face in accessing healthcare resources, a COVID-19 outbreak in our community could have disastrous consequences.

As Canada and the International community continues to respond to the rapidly evolving COVID-19 pandemic, our priority and commitment is to ensure appropriate steps are being taken to protect the safety of our citizens, including providing access to essential healthcare services, communicating accurate updates and information on the status of the pandemic, and taking action that aligns with our traditional knowledge and practices. COVID-19 presents a new threat to the health and safety of our citizens and it is now more important than ever that we work together to fight this pandemic. We would like to do this as a combined effort with all the villages, hamlets, towns, and rural residents to jointly put our efforts together to eradicate the infections in the region. We are asking our neighbours to work together, as it was done during the Chuckegg wildfire emergency, and together we can address this pandemic and eradicate it in our region and make every effort to keep the number down, preferably to keep it at zero until an effective vaccine comes to fruition.

Many of our nations citizens regularly travel to the business centres of Fort Vermilion, High Level and La Crete for essential goods and services, such as: groceries, pharmacies and various services. We were happy to have seen the numbers of active cases come down to zero. Now we are seeing a sudden flareup of COVID-19 cases rising quickly. This new disease has struck down too many people in the Country already; all the while we also know that with proper actions taken by the authorities and with the help of the people, the numbers of active cases can be reduced effectively, as demonstrated by other regions and countries that have minimized the risk. Let us take the time to review the guidelines put out by the medical professionals and start using the tools suggested to prevent and stop the spread of COVID-19. We all

2216 HEAD OFFICE

Beaver First Nation #164
Box 270 High Level, AB T0H 1Z0
(780) 927-3544 Fax (780) 927-4064

ADMINISTRATION OFFICE

9806-98 Street
Box 1889 High Level, AB T0H 1Z0
(780) 926-3446 Fax (780) 926-4075

need to work hard to keep each of our respective areas from falling below the standards recommended by health officials.

We are not taking the pandemic lightly and decided together to write this letter to respectfully ask that the leadership of the region to strategize and to collectively take all necessary steps to ensure public places in the Mackenzie County region to follow the requirements and recommended health and safety protocols as outlined by the Government of Alberta, such as, including and not limited to:

- a. Ensure that hand sanitizers and disinfectants are readily available in public places;
- b. Ensure that individuals are practicing physical distancing by staying 6 feet (2 metres) apart from one another;
- c. Ensure that members of the public do not violate the gathering restrictions set forth by the Government of Alberta;
- d. Ensure large spaces (i.e. grocery stores, warehouses) have marked their aisles to ensure one-way foot traffic;
- e. Post signs in public places outlining the safety precautions being taken to address COVID-19, and to make sure everyone is washing their hands thoroughly (for at least 20 seconds), covering their coughs and sneezes, avoiding touching their face, and wearing face masks;
- f. Encouraging individuals to look out for any symptoms that they or a member of their household may be experiencing, including cough, fever, runny nose or sore throat. Remember that you (or anyone else) must self-isolate for 10 days if they have any symptoms that are not related to a pre-existing illness or medical condition.

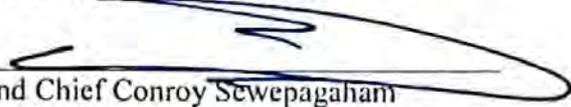
We look forward to working with you to address the above. If you have any questions or comments, please do not hesitate to contact us.

Yours truly,

BOARD OF DIRECTORS OF NORTH PEACE TRIBAL COUNCIL

Per:

Little Red River Cree Nation


Grand Chief Conroy Sewepagaham

Tallcree Tribal Government


Deputy Grand Chief Rupert Meneen

Beaver First Nation


Chief Trevor Mercredi

Dene Tha' First Nation


Chief James Ahnassay

July 28, 2020

Reeve Knelsen and Council
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Reeve Knelsen and Council Members;

I hope this letter finds your Council and residents, safe and well during this time of uncertainty. Let us all continue to work together towards a brighter tomorrow!

Thank you for your 2019 contribution of \$5,000 to support STARS services. We are very grateful for the steadfast devotion that Mackenzie County has provided to STARS for more than a decade, especially in times like these now. Like all essential healthcare providers, STARS does not have the option of putting things on hold until life returns to normal, whatever that will mean in the months ahead. The reality is, STARS has experienced a substantial increase in the volume of incoming calls to the Emergency Link Centre in Calgary, since the COVID-19 crisis erupted. Across all six bases in Western Canada, we have seen as high as, 650 incoming calls within one week. Although, we did not fly on all these requests, our STARS air medical crews responded to numerous COVID-related cases, in addition to the daily demands of medical distress like heart attack, stroke, and trauma.

Now with the busy summer season upon us, it also comes with an increase in MVC and ATV types of accidents yet, STARS is also experiencing an increase in calls related to pregnancy complications and distress such as gunshot wounds, and overdose circumstances. Our STARS Transport Physicians and air medical crew provide critical care assistance for rural community healthcare providers and industry-related requests. During the height of the pandemic, by aiding these communities, it may also, have helped to ease the possibility of overwhelming the tertiary care centres. STARS continues to fly an average of 8 missions daily for the communities and rural residents that we proudly serve. Since the outbreak, even though the economy has come to a halt and some continue to be at a stand-still, STARS crews are not among those,

indicating the need for continued critical care response, despite the circumstances.

For many, the pandemic has brought on countless hardships, financial and other associated stresses and, we recognize that municipalities are dealing with many difficult circumstances.

This has had an adverse effect on STARS as well. We too have suffered through the heartache of having to downsize several staff members across all six bases. Although, the requests for STARS has increased, our ability to fundraise 80% of the operational funding required, has dramatically decreased. It is understandable that we are seeing a reduction in donations and with the economy being impacted by the COVID-19 Pandemic, it is a concern for us all. This is magnified by the fact that STARS is unable to host most of our fundraising events i.e. golf tournaments, galas and rural community events, for the unforeseeable future. In times like these, we rely on our community partners like you, now more than ever.

Thank you for the life-saving partnership that we share with Mackenzie County. Thank you for recognizing STARS as an emergency protective services asset for your residents. You are a vital part of the *Municipal Initiative Program*, that validates the extraordinary efforts of municipalities, to preserve that the highest level of critical care services will continue to be available to Albertans. Life still happens and STARS will respond.

STARS primary focus is the safety of our crew and our patients in order to maintain unimpacted operations. We remain diligent and meticulous in our quest to be mission ready and STARS is taking a physician-driven, calculated and gradual approach to a relaunch strategy.

Keeping this in mind, I am hopeful to see you again in-person, within the coming months but, for now, current circumstances call for additional options to be made available. If council is interested, I am accessible through Microsoft Teams, Zoom or Skype and I would be pleased to offer Council an update presentation via one of these platforms. In the meantime, I will look forward to seeing each of you again soon and we thank you for your kind consideration of your continued support of STARS.

Take care and stay safe,

A handwritten signature in blue ink that reads "Glenda Farnden". The signature is written in a cursive style with a large initial "G".

Sr. Municipal Relations Liaison

STARS Foundation

(780) 512-6205

gfarnden@stars.ca

July 29, 2020

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

Dear Mr. Racher:

RE: 2020 Northern Alberta Floods Disaster Recovery Program - Extension for Applications

I am pleased to inform you that a 30-day extension of the application deadline for private sector applicants under the 2020 Northern Alberta Flood Disaster Recovery Program (NAF DRP) until **September 6, 2020** has been approved. This will provide additional time for Mackenzie County residents to navigate the application process, particularly in light of the additional challenges raised by the ongoing public health emergency.

Please note this extension has no bearing on the expected schedule for Mackenzie County's municipal claim. Under Section 3.2.1 of the Disaster Assistance Guidelines, the County has three years to finalize claims under this program.

Thank you for your continued cooperation as we work together on the 2020 NAF DRP. Please do not hesitate to contact Brad Geddes at 780-490-9025 or by email at brad.geddes@gov.ab.ca should you have questions or concerns.

Sincerely,



Shane Schreiber
Managing Director



Mackenzie County

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

July 29, 2020

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

Dear Minister:

RE: MACKENZIE COUNTY – EMERGENCY RIVER ACCESS

Please find included three plans and sketch drawings that Mackenzie County has developed for Emergency River Access points along the Peace River.

The Peace River travels from south west to north east running through approximately twenty-two townships within Mackenzie County. The only single designated boat launch and access point for the County is located within the hamlet of Fort Vermilion.

There is a need for properly designed and designated boat launch points at different areas of the river to allow emergency services, and the public, safe and timely access.

The following priorities have been set,

1. Access at Atlas Landing.
2. Access at La Crete Ferry Landing
3. Access at Bridge Campground

The Royal Canadian Mounted Police, the 4th Canadian Ranger Patrol Group and Alberta Health Services have expressed the importance of multiple access points to the river in the case of an emergency.

Mackenzie County would greatly appreciate your support and consideration in this matter.

Regards,

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

Josh Knelsen
Reeve
Mackenzie County

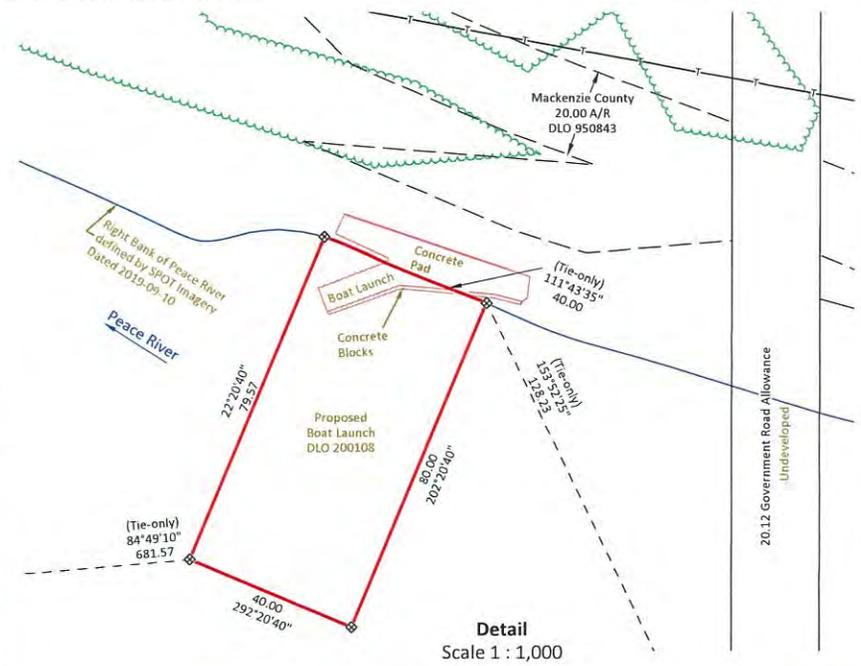
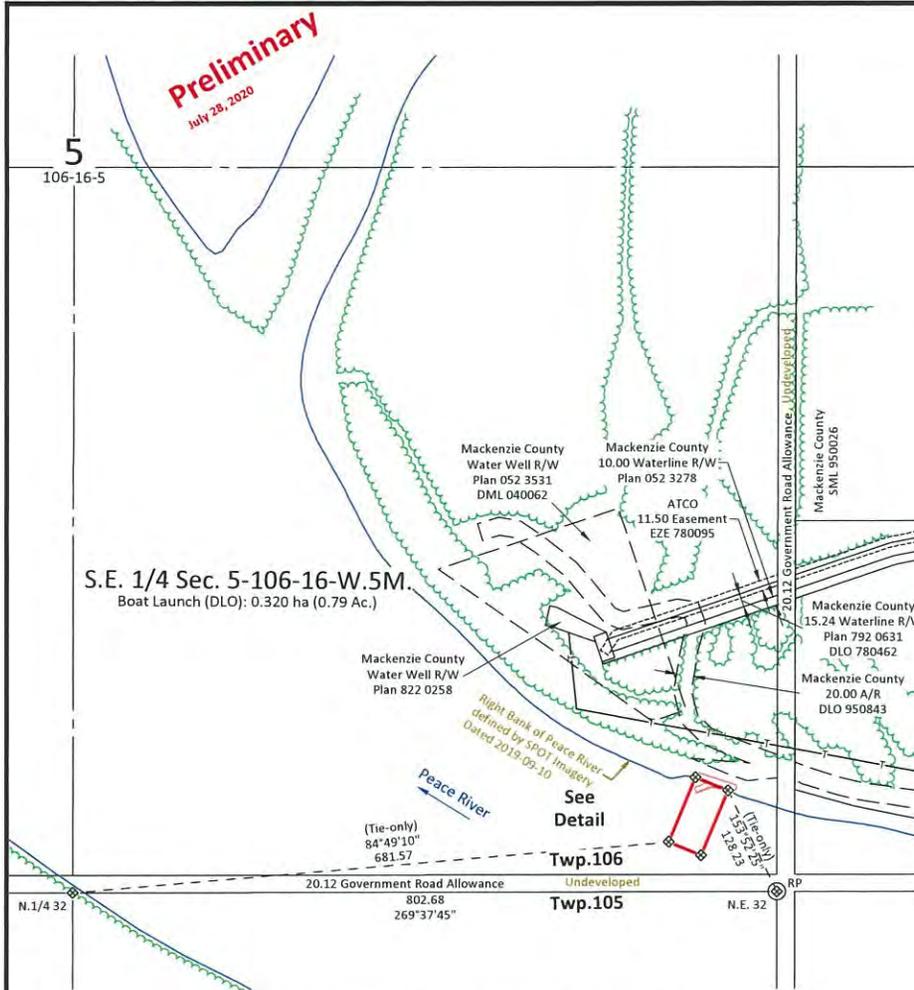
CC Mr. Dan Williams - MLA for Peace River

Preliminary
July 28, 2020

Preliminary
July 28, 2020

Mackenzie County

Sketch Plan Showing (DLO 200108)
Bed and Shore - Boat Launch Municipality
In
S.E. 1/4 Sec. 5, Twp. 106, Rge. 16, W.5M.
Mackenzie County, Alberta



SURFACE IMPACT CONSIDERATIONS

- Within Wildlife Biodiversity Zone.
- DLO 100597 Mackenzie County

OPERATOR
Mackenzie County

AREAS

Twp.106 Rge.16 W.5M.

Disposition	Outside	Within	Total
Boat Launch (DLO)	0.320 ha	0.000 ha	0.320 ha (0.79 Ac.)

LANDOWNER INFORMATION

S.E. 5-106-16-W.5M.
Crown
The Public Land Standing Report is dated: July 23, 2020

GEO-REFERENCE

RP: N.E. 32, Twp. 105, Rge. 16, W.5M. (ATS)
N. 6,447,289.52 } V4.1 March 2005, ATS Coordinate File
E. 523,651.72
UTM Zone 11 Reference Meridian 117° W.
Combined Scale Factor = 0.999607
Bearings are Grid.
Distances are ground and in metres and decimals thereof.

AutoCAD Dwg File: AR1-0225-20-00.dwg



LEGEND

Temporary position	Found Placed	E.	East	R/W	Right-of-way
Geo-Referenced point	RP	GNSS	Global Navigation Satellite System	S.	South
Portions referred to	ha	ha	Hectare	Sec.	Section
Buried Telus Cable	—	M.	Meridian or Mound	Twp.	Township
Bushline	—	N.	North	UTM	Universal Transverse Mercator
A/R	Access Road	NAD	North American Datum	W.	West
Ac.	Acre	Rge.	Range		
CSRS	Canadian Spatial Reference System	RP	Geo-Referenced Point		

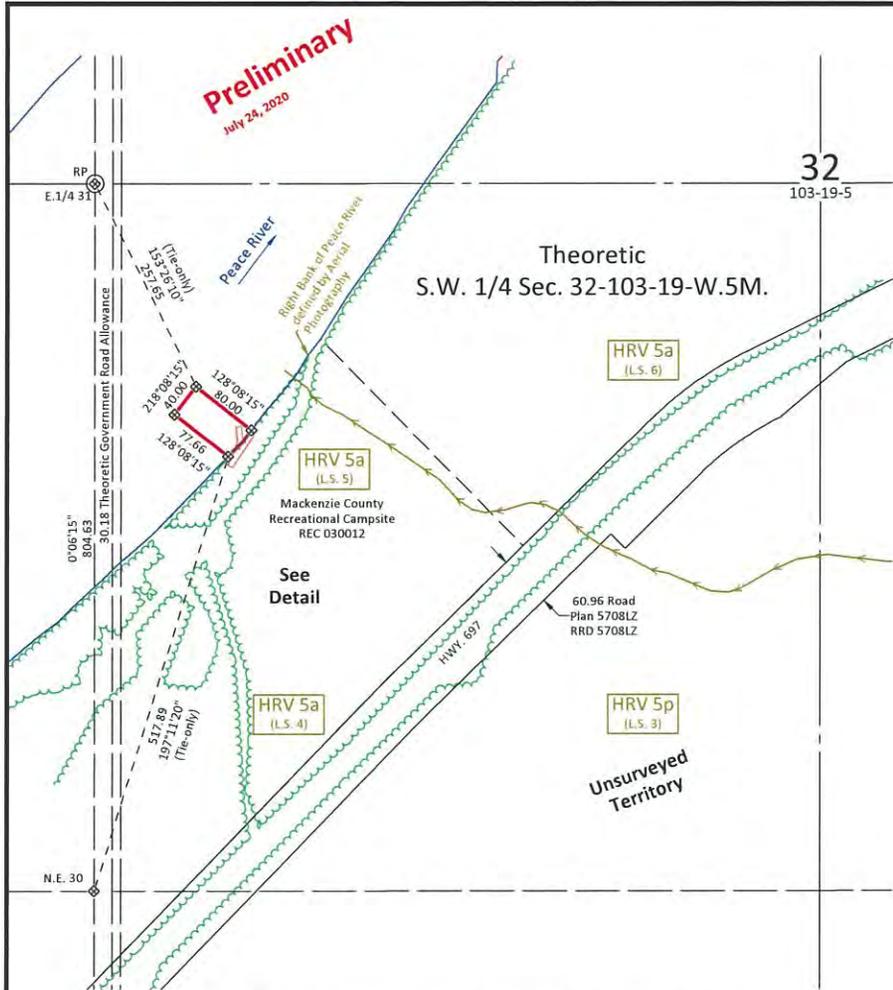


BORDERLINE SURVEYS

11028 - 102nd Ave. Box 2661
Fairview, AB Phone: 780-330-9939
www.borderlinesurveys.com

Date: July 28, 2020
Surveyed By: JC
Drawn By: MAM
Checked: MAM
Job No.: 200078

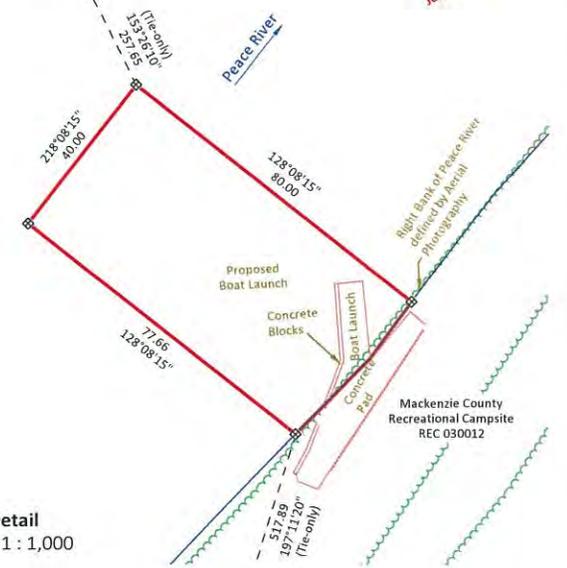
Preliminary
July 24, 2020



Mackenzie County

Sketch Plan Showing Boat Launch (DLO)
Within Theoretical
S.W. 1/4 Sec. 32, Twp. 103, Rge. 19, W.5M.
Mackenzie County, Alberta

Preliminary
July 24, 2020



Detail
Scale 1 : 1,000

SURFACE IMPACT CONSIDERATIONS

- CNT920318: Lands Division Dept. of the SRD (All)
- PNT100055: Department of Environment and Water (All)
- PNT100091: Peace River Office - Fish and Wildlife Dept. of SRD (All)
- PNT100150: Fort Vermilion Office - Rangeland District- Department Of Environment And Parks (All)
- TPA 2236: Andrew W Neudorf (All)
- Within Wildlife Biodiversity Zone.

OPERATOR

Mackenzie County

AREAS

Twp.103 Rge.19 W.5M.

Disposition	Existing Disposition		Total
	Outside	Within	
Boat Launch (DLO)	0.318 ha	0.000 ha	0.318 ha (0.79 Ac.)

Disposition	New Cut	Existing Cut	Total

GEO-REFERENCE

RP: E.1/4 31, Twp. 103, Rge. 19, W.5M. (ATS)
N. 6,426,997.57 } V4.1 March 2005, ATS Coordinate File
E. 492,738.52
UTM Zone 11 Reference Meridian 117° W.
Combined Scale Factor = 0.999601
Bearings are Grid.
Distances are ground and in metres and decimals thereof.

LANDOWNER INFORMATION

S.W. 32-103-19-W.5M.
Crown
The Public Land Standing Report is dated: July 23, 2020



AutoCAD Dwg File: AR1-0224-20-00.dwg

LEGEND

Temporary position	Found Placed	GNSS	Global Navigation Satellite System	S.	South
Geo-Referenced point	RP	M.	Meridian or Mound	Sec.	Section
Portions referred to		N.	North	Twp.	Township
CSRS	Canadian Spatial Reference System	NAD	North American Datum	UTM	Universal Transverse Mercator
E.	East	Rge.	Range	W.	West
EC	Establishment Coordinate	RP	Geo-Referenced Point		

BORDERLINE SURVEYS

11028 - 102nd Ave. Box 2661
Fairview, AB Phone: 780-330-9939
www.borderlinesurveys.com

Date: July 24, 2020

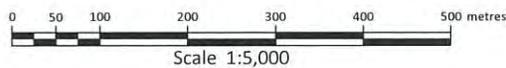
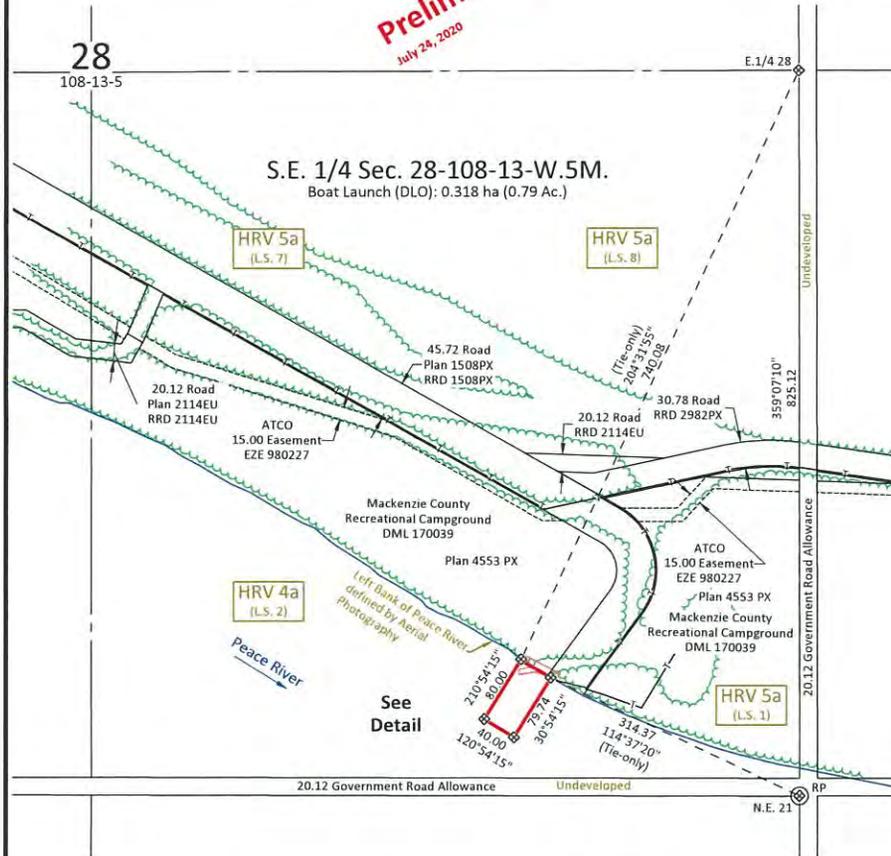
Surveyed By: JC

Drawn By: MAM

Checked: MAM

Job No.: 200077

Preliminary
July 24, 2020



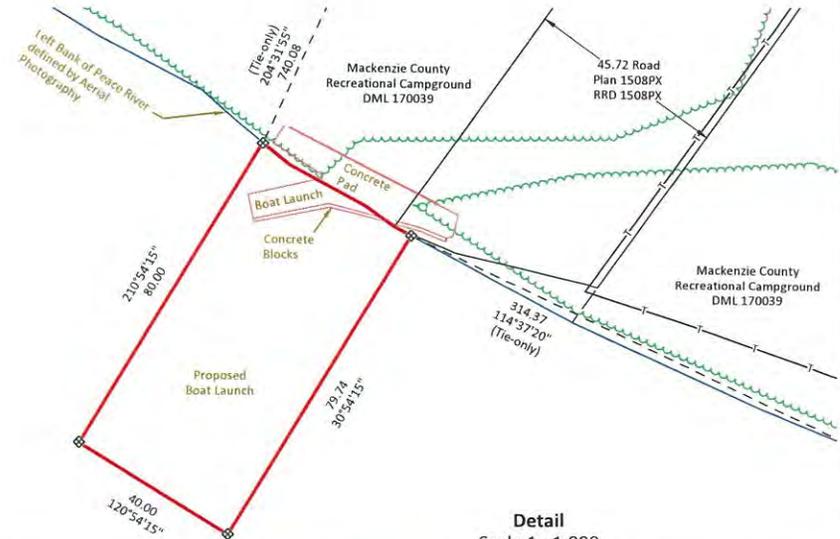
LEGEND

Temporary position	Found Placed	E.	East	RP	Geo-Referenced Point
Geo-Referenced point	RP	GNSS	Global Navigation Satellite System	S.	South
Portions referred to	—	M.	Meridian or Mound	Sec.	Section
Buried Telus Cable	—	N.	North	Twp.	Township
Bushline	—	NAD	North American Datum	UTM	Universal Transverse Mercator
CSRS	Canadian Spatial Reference System	Rge.	Range	W.	West

Mackenzie County

Sketch Plan Showing Boat Launch (DLO)

In
S.E. 1/4 Sec. 28, Twp. 108, Rge. 13, W.5M.
Mackenzie County, Alberta



Detail
Scale 1 : 1,000

OPERATOR
Mackenzie County

SURFACE IMPACT CONSIDERATIONS

- PNT130021: Fort Vermilion Office - Lands Division Dept. SRD (All)
- PNT780907: Fort Vermilion Office - Rangeland District- Department Of Environment And Parks (All)
- PNT990110: Fort Vermilion Office - Lands Division Dept. SRD (All)
- PNT990112: Peace River Office - Fish and Wildlife Dept. of SRD (All)
- Within Wildlife Biodiversity Zone.

AREAS

Twp.108 Rge.13 W.5M.

Disposition	Existing Disposition		Total
	Outside	Within	
Boat Launch (DLO)	0.318 ha	0.000 ha	0.318 ha (0.79 Ac.)

Disposition	New	Existing	Total
	Cut	Cut	
Boat Launch (DLO)	0.000 ha	0.318 ha	0.318 ha (0.79 Ac.)

LANDOWNER INFORMATION

S.E. 28-108-13-W.5M.
Crown
The Public Land Standing Report is dated: July 23, 2020

GEO-REFERENCE

RP: N.E. 21 Twp. 108, Rge. 13, W.5M. (ATS)
N. 6,473,430.80 } V4.1 March 2005, ATS Coordinate File
E. 552,952.90
UTM Zone 11 Reference Meridian 117° W.
Combined Scale Factor = 0.999634
Bearings are Grid.
Distances are ground and in metres and decimals thereof.

AutoCAD Dwg File: AR1-0226-20-00.dwg

Preliminary
July 24, 2020



BORDERLINE SURVEYS

11028 - 102nd Ave. Box 2661
Fairview, AB Phone: 780-330-9939
www.borderlinesurveys.com

Date: July 24, 2020

Surveyed By: JC

Drawn By: MAM

Checked: MAM

Job No.: 200079

V.S.I. SERVICES (1980) LTD

A nonprofit organization providing veterinary care in Alberta

BOX 137

FAIRVIEW AB T0H 1L0

PH 780 835 5440

vsiservices16@gmail.com

August 3, 2020

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

Dear Len

I am sending this letter as a follow up to the first quarter report of VSI expenditures, for your jurisdiction, that was e-mailed to gsmith@mackenziecounty.com and csarapuk@mackenziecounty.com

While covid-19 is changing a lot of things, veterinarian livestock services seemed to continue mostly along previous lines. Following is an estimate of your current VSI account status:

	Claims		Payments		Balance
Jan. 1, 2020				\$	4,069
Payments in 2020		\$	47,900	\$	51,969
First Quarter	\$ 11,171			\$	40,798
Second Quarter	\$ 17,133			\$	23,665

Administrative fees and investment income have not been calculated or included for the first three months of 2020.

Overall, VSI had a 1.7% decrease in total claims for the second quarter of 2020 compared to 2019. Total costs have decreased \$ 4,018 over the same time period.

Five (5) of the sixteen (16) VSI jurisdictions had an increase in their second quarter costs. Increases ranged from 7.7 to 52.0 % of 2019 second quarter costs. Decreases in the other eleven (11) jurisdictions ranged from 0.8 % to 43.3 % of 2019 second quarter costs.

For the year VSI cost increased by 1.1% or \$4,096. Four (4) jurisdictions have increases between 0.5 and 29.7% for the year, eleven (11) have decreases between 3.4 and 37.5%. One (1) stayed virtually unchanged.

Your 2020 second quarter claims are \$ 365 (2.1%) lower than they were in 2019. For the year you are \$1,230 (4.2%) over last year's pace

If you have any questions or if you detect any errors in the report or in my calculations in this letter please let me know.

Yours sincerely

 Rik Vandekerkhove, Manager

cc Grant Smith
 Colleen Sarapuk



August 11, 2020

Mr. Len Racher
Chief Administrative Officer
Mackenzie County
lracher@mackenziecounty.com

Dear Mr. Racher,

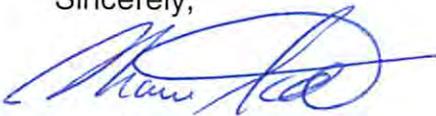
I am pleased to confirm the MacKenzie County budget for Interim Housing Site Preparation and Remediation has been approved for up to \$387,950.

Please note that in accordance with both provincial and federal disaster financial assistance guidelines, program expenditures are only eligible if they are documented by invoices for goods and services. The reason for the expenditure must be stated, and the applicability to response or recovery operations identified.

In the event the county would like to increase the budget associated with this project, please submit a letter with justification to Laurie Halldorson, your Community Recovery Coordinator, at laurie.halldorson@gov.ab.ca.

Should you wish to discuss the details within this letter, you may contact Brad Geddes, Executive Director, Recovery Branch, Alberta Emergency Management Agency, at brad.geddes@gov.ab.ca or 780-490-9025.

Sincerely,



Shane Schreiber
Managing Director

cc: Paul Wynnyk
Deputy Minister, Municipal Affairs

Brad Geddes
Executive Director, Recovery Branch, Alberta Emergency Management Agency

July 29, 2020

Transport Canada Provides Information on Rail Crossing Dispute Resolution Process

Canadian Transportation Agency can mediate disputes on railway crossing improvements

Transport Canada has provided **information** for municipalities regarding the **Grade Crossings Regulations** (GCR). As the local road manager, municipalities are responsible for assessing their grade crossings and for determining whether any modifications are required for items that are within their area of responsibility, such as the road approach. They should also contact the respective railway companies to engage on what upgrades, if any, might be necessary to comply with the GCR. These upgrades have a completion deadline of **November 28, 2021**.

In cases where there is a dispute between the road authority and the railway, the **Canadian Transportation Agency** can intervene to resolve the situation.

For enquiries, please contact:

Warren Noga
Policy Advisor
warren@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com

2510 Sparrow Drive
Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639
FAX: 780.955.3615
RMAAlberta.com

July 29, 2020

Changes to Commercial Carrier Permits

Changes will shift the requirement for certain vehicle configurations from a provincial permit to regulatory requirement

Alberta Transportation has announced changes to several commercial carrier permits that will shift the regulation of certain vehicle configurations to regulatory requirements. This move is being made as a red tape reduction initiative, as these permits will no longer be applied for by commercial carriers, rather the requirements regarding these vehicles will be addressed in regulations of the [Traffic Safety Act](#). These changes will come into effect January 1, 2021.

The announced changes will not affect a municipality's ability to restrict weights allowed on municipal roads to less than the regulatory amounts. However, these changes may require municipalities to amend or create new bylaws in order to manage weights on municipal roads. Please review the [summary document](#) to see if bylaw changes are required in your municipality.

Of particular importance for municipalities is a change that will allow tridem axles the same weight on municipal roads as provincial roads. These vehicles will continue to be required to comply with posted bridge capacities and municipal bylaws restricting weight.

This information has also been sent directly from Alberta Transportation to municipalities.

For enquiries, please contact:

Warren Noga
Policy Advisor
warren@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com

2510 Sparrow Drive
Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639
FAX: 780.955.3615
RMAAlberta.com

From: [President](#)
Subject: 2020 AUMA Convention registration open!
Date: July 17, 2020 10:59:21 AM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)

Good morning,

The 2020 AUMA Convention is coming, and this year's theme is *Together We Can!*

We are excited to announce that Peter Mansbridge will be our opening keynote speaker!

While this year's event might look a bit different, members across Alberta will continue to gather for the same great content, even if we all aren't under the same roof.

Our full convention is going to be offered virtually this year. However, if provincial restrictions for in-person events ease, we will allow each member to send one individual to attend in-person. If necessary, we will follow up with our members at the beginning of August to modify a virtual registration to an in-person registration.

[Registration for convention is now open](#) and grants access to:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live event September 24th & 25th.

Registration will also provide urban elected officials the opportunity to vote on resolutions and Board elections. Elected officials must be registered as attendees to participate in voting.

We know that our members are currently facing financial restraint, so we have significantly lowered our typical registration fees for this year:

- **Member registration fee: \$100**
- **Non-member registration fee: \$200**

Stay tuned for more exciting speaker announcements in the coming weeks! If your municipality booked hotel rooms in an AUMA block, please visit our [event page](#) for cancellation details.

Thank you for your continued support of the AUMA Convention.

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | www.auma.ca



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[Summary](#) Fees Contact Us



2020 AUMA Convention - *Together We Can!*

Join Alberta's elected officials, administrators, and business partners from the comfort of your home for the 2020 AUMA Convention, September 24th & 25th.

While our approach in changing, the content will be better than ever! This year's Convention will include:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live virtual event

Wednesday, September 23:

Evening Welcome: 6:30 pm to 7:30 pm

Thursday, September 24:

Morning program: 9:00 am to 12:00

Afternoon program: 1:00pm to 4:30 pm

Evening event: 5:30 pm to 8:00 pm

Friday, September 24:

Morning only: 9:00 am to 12:30 pm

Please Note: Only Elected Officials representing regular member municipalities are permitted to vote during both elections and resolutions. A unique voting ID will be provided to each elected officials registered as a participant. Elected officials **MUST** be registered as an attendee to receive voting credentials.

Member registration fee: \$100

Non-member registration fee: \$200

Opening Keynote Speaker - Peter Mansbridge



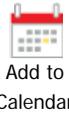
PETER MANSBRIDGE is one of Canada's most respected and recognizable figures. For five decades, including his 29 years as the anchor of CBC's *The National*, he has guided us through the political, economic, and cultural events that have shaped the country. Through a unique lens of journalistic expertise, Mansbridge offers us guidance on how to cultivate trust, take pride in our heritage, and navigate leadership through times of upheaval.

Stay tuned for more speaker and entertainer announcements coming soon ...

DETAILS

WHEN

Thursday, September 24, 2020 - Friday, September 25, 2020
9:00 AM - 4:30 PM
Mountain Time



Add to
Calendar

WHERE

Virtual Event
Alberta
Canada
780-431-4528



Get Driving
Directions

REGISTRAR

Maegan Sheskey

AUMA CONVENTION REFUND POLICY

2020 AUMA Convention Cancellation Policy

Any written cancellation received prior to 4:30 pm MST on Tuesday, September 15, 2020 is eligible for a refund, less a \$10 cancellation fee.

Written notice includes letter, fax or email. Emails can be sent to registration@auma.ca.

FOIP: The personal information on this form will be used for the purposes of managing the convention only. The information is protected by the provisions of the Alberta Freedom of Information and Protection of Privacy Act, unless otherwise consented to on the registrant information page.

[Register](#)

[***Already Registered?***](#)



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Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – July 17, 2020

Alberta Municipal Affairs will continue to provide biweekly updates capturing frequently asked questions and providing information on new tools and resources as they become available.

The following addresses Ministerial Orders [MSD:019/20](#), [MAG:014/20](#), and [MSD:036/20](#), as well as mask distribution, municipal enforcement, the COVID-19 status map, and links to bilingual COVID-19 resources.

Municipal Affairs Updates

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

Public Health Emergency

Do the Ministerial Orders that provided extensions to legislated timelines and deadlines lapse on August 14, 2020, similar to Ministerial Orders (MOs) made under the *Public Health Act* (PHA)?

NO. MOs [MSD:019/20](#) (intermunicipal collaboration frameworks), [MAG:014/20](#) (assessment and tax recovery), and [MSD:036/20](#) (planning and development) were enacted under the *Municipal Government Act*, not the *Public Health Act* (PHA); therefore, they remain in effect until they are repealed or replaced. It is only MOs made under Section 52.1(2) of the PHA that will lapse on August 14, which is 60 days after the state of public health emergency lapsed.

Municipal Advisory Services

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

Mask Distribution

Is there a plan in place to get non-medical masks to Albertans that do not have access to drive-thru locations across the province?

YES. Understanding that not all Albertans can access a drive-thru, a model was created resulting in masks being provided to 49 municipalities for distribution. There were also masks distributed to First Nations and Metis Settlements, seniors' facilities, homeless shelters, women's shelters, street outreach programs, senior-serving organizations, residential addiction treatment facilities, and foster and kinship parents. In addition, non-medical masks were distributed to places of worship and masks were provided to both Calgary and Edmonton for distribution through their transit.

Those who cannot access a restaurant partner or access masks through alternate municipal or community providers can contact Alberta 211 for assistance.

A&W, McDonald's, and Tim Hortons partner restaurants are handing out eight masks per person for this second round of distribution.

Is the second round of mask distribution underway?

YES. Masks are now available at more than 700 partner restaurant locations, including those without drive-thru service, adding more than 100 new locations and expanding the availability of masks to Albertans. No purchase is necessary to pick up masks in restaurants, either at the counter or through drive-thrus.

Masks are also being distributed through libraries, food banks, Metis Nation of Alberta, Native Friendship centres, the Centre for Newcomers, and 20 municipal transit authorities, including another distribution to Edmonton and Calgary. The second round will also include the distribution of masks to all other groups included in the first distribution, unless they choose to opt out. As of June 29, eleven municipalities have advised that they have enough masks remaining from round one distribution and do not wish to participate in a second distribution. Additional information and feedback forms to submit concerns or complaints about the distribution of mask are available at alberta.ca/masks.

General Questions

There have been instances of public gatherings that contravene public health orders for social distancing or limits to the size of gatherings (e.g., weekend gatherings on local beach areas). Do municipalities have authority to ensure the public health orders are enforced?

YES. Municipalities have the authority to close or restrict access to municipal parks and facilities. Community signage may also promote public awareness and education. In addition, local bylaws can be enacted and enforced.

Community peace officers are encouraged to continue educating individuals on the public health orders. If enforcement is required, the RCMP or public health inspectors are authorized to enforce orders issued under the *PHA*.

Are municipalities notified before the public when their regions are put on “watch” status on the COVID-19 status map?

YES. The COVID-19 status map shows the level of risk in regions and information about local health measures. It also shows the rate of COVID-19 cases and the number of active cases. Regions are designated as ‘open’, ‘watch’ or ‘enhanced relaunch’ status. When the number of active COVID-19 cases identified in a region increase and leads to a ‘watch’ status, the Pandemic Response Planning Team facilitates engagement with Alberta Health Services, Alberta Health, and the Chief Administrative Officer to inform the municipality ahead of the public notification going live on the status map.

Is information about COVID-19 awareness and actions to prevent the spread available in French or any other languages?

YES. Printable posters are available with information and tips on a number of pandemic-related topics. Many of these posters are available in French and other languages: www.alberta.ca/covid-19-information-posters.aspx.

French posters can be found at the following link: <https://open.alberta.ca/publications/covid-19-help-prevent-the-spread-information-posters-french-language>.

Municipalities can encourage community businesses and organizations to take advantage of these resources and other French guidance documents available at: open.alberta.ca/dataset?tags=COVID-19&language=fr-CA&sort=date_modified+desc.

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.

Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – July 31, 2020

Over the last several months, the COVID-19 pandemic has presented unique operational challenges for local government operations. Since March 2020, Alberta Municipal Affairs has released 15 Municipal Governance (During the COVID-19 Outbreak) updates, which remain available at www.alberta.ca/municipal-government-resources.aspx.

The following issue will be the last regularly scheduled update. Future information will be provided to you on a timely basis as new information arises.

This final issue provides information on the additional funding available to help municipalities address operational needs relating to COVID-19 and respond to recent questions about updated relaunch strategies and resources.

Municipal Advisory Services

If you have any questions relating to municipal governance, finance, planning, etc., please call:

780-427-2225 or toll-free by first dialing 310-0000 or email ma.lgsmail@gov.ab.ca

Funding to Help Municipalities Cope with COVID-19

The province recently announced additional funding for infrastructure projects as part of Alberta's Recovery Plan and additional funds to support municipal operating costs during the pandemic. Are there additional details and can we apply now for the funds?

YES. Municipalities and Metis Settlements can now apply for capital funding under the Municipal Stimulus Program (MSP), which is providing \$500 million for projects aimed at supporting local jobs and stimulating the economy. MSP project eligibility is based on the Municipal Sustainability Initiative guidelines, modified to exclude categories and activities with minimal contribution to economic recovery. MSP funding has been allocated using the same formula as the federal Gas Tax Fund and municipalities can access their allocation by submitting project applications before October 1, 2020. More information about the MSP, including program guidelines, project application forms and allocation amounts, is available on the [program website](#). MSP applications will be reviewed as they are received and payments will begin shortly after projects are approved.

The province also announced \$606 million in funding, shared on a 50/50 basis between the federal and provincial governments, to support municipal and public transit operating costs. Further information about this funding will be made available soon.

General Questions

Has additional information been made available to assist municipalities with addressing beaches and recreational areas near water?

YES. A [guidance document](#) is now available to support local authorities, visitors and operators in reducing the risk of transmitting COVID-19 at recreational water sites.

If public gatherings contravene public health orders for social distancing or limits to the size of gatherings (e.g., gatherings on local beach areas), can public health orders be enforced?

YES. Municipalities have the authority to close or restrict access to municipal parks and facilities. Community signage may also promote public awareness and education. In addition, local bylaws can be enacted and enforced.

Community peace officers are encouraged to continue educating individuals on the public health orders. If enforcement is required, the RCMP or public health inspectors are authorized to enforce orders issued under the *Public Health Act*.

Our municipality is planning an outdoor vocal concert? Is there new information available?

YES. Municipalities planning outdoor vocal concerts (a vocalist with or without a band) should review the [Guidance for Outdoor Vocal Concerts](#) prepared by [Alberta Biz Connect](#) to ensure steps are being taken to reduce the risk of COVID-19 transmission among attendees (including workers, volunteers, patrons and the general public).

Have a question?

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

Have there been other relevant updates and information made available to help municipalities and businesses reopen during stage 2?

YES. [Alberta Biz Connect](#) has also released new guidance documents addressing [sport, physical activity and recreation](#), [swimming pools and whirlpools](#), and [trade shows and exhibiting events](#). The guidance provided outlines public health and infection prevention and control measures and is subject to change, as it will be updated as needed. Current information can be found at: <https://www.alberta.ca/covid-19-information.aspx>.

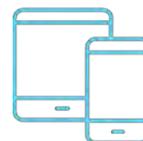


Additional Resources

Are there additional resources for municipalities to help with the COVID-19 response and reopening of communities?

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

In addition, Alberta municipal associations continue to provide 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/>.



BRIEFING NOTE: CHANGES TO PERMITS

The Government of Alberta has recently updated regulations to incorporate some requirements that used to be in permits. This means that carriers will have to apply for fewer permits for vehicles, equipment, and record management practices, saving them time and money.

Approximately 10,000 provincial permits annually will no longer be needed as the requirements will be in regulations instead. All of the same safety standards remain in place to ensure transportation safety in Alberta is unchanged.

With a few exceptions, the permits that will no longer be required include the following annual exemption and dimension permits:

- Mobile Treatment Centre Module
- Divided Record Authority
- Sleeper Cabs
- Stinger Steer Auto Carrier
- Toter-Homes
- Wide Base Single Tires
- Hitch Offset
- Spider/Loader
- Transportation Association of Canada
- Steering Axle

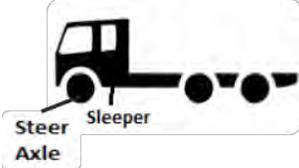
The regulation changes that remove the need for these exemption and dimension permits will come into effect on January 1, 2021. Permits will still be required until this date.

Municipalities will continue to have authority under the *Traffic Safety Act* to restrict the weight allowed on their roads by bylaw to less than what is allowed in the regulation and to designate truck routes to protect municipal infrastructure. This includes the authority to restrict bridge capacities and post capacity limits.

As these changes may allow different types and weights of vehicles to operate on municipal roads, depending on municipal bylaws, municipalities are encouraged to review the changes to determine if they need to create additional bylaws and add signage to ensure local public safety and infrastructure is protected.

The following table summarizes the changes that have been made in regulation to include several common vehicle types, configurations and equipment and the permits that have been eliminated as a result. Full details can be found in the Alberta Gazette available at gp.alberta.ca, as of August 15.

#	Permit	Change
1		Mobile Treatment Centre Module Injured workers to be transported in a truck with a camper used for first-aid/medical transport to meet up with pre-arranged ambulance.
2		Divided Record Authority (Carrier permitted to keep records at multiple locations) Removes the requirement for carriers to maintain records at their principal place of business and replaces it with a requirement to produce them within 14 days at the request of a peace officer.
3		Sleeper Cabs (Bed, picker, and winch trucks equipped with a sleeper cab) Change the definition of a bed truck, picker truck, and winch truck to allow these trucks to operate with a sleeper cab
4		Stinger Steer Auto Carrier (Truck that hauls multiple vehicles or boats) Increase maximum axle weight allowance for the steering axle of a bed, picker or winch truck based on tire size.
5		Toter-Homes Adds definition and dimensions for Toter-homes (trucks with living accommodations towing a trailer to support event specific equipment (e.g., rodeo)).
6		Wide Base Single Tires Trucks and trailers to use wider, single tires instead of dual (two) tires on provincial and municipal roads.
7		Hitch Offset (A special/longer hitch for commercial vehicle hauling light trailers or RVs) Increase hitch offset for a single or tandem drive truck towing a utility or light accommodation trailer or a vehicle if the maximum weight does not exceed 6,000 kg. Increase hitch offset for a single drive truck towing a recreational trailer. Note: Hitch offset exemption permits are still required for Permanently Mounted Equipment Trucks to tow trailers with weights exceeding 6,000 kg if hitch offset exceeds allowable dimensions.

#	Permit	Change
8	 <p>Spider/Loader (Trucks with a forklift mounted on the back)</p>	<p>Provide a length allowance of 1.5 metres for vehicles when carrying a spider/loader at the back of the vehicle. This allowance will be excluded from maximum overall length measurements.</p>
9	 <p>Transportation Association of Canada</p>	<p>Increase the weight allowed on local roads to the weight that is allowed on provincial roads, for tridem axles and GVW exceeding 53,500 kilograms.</p> <p>Note: Vehicles must comply with all posted bridge capacities and municipal bylaws restricting weights.</p>
10	 <p>Steering Axle (Bed, picker, and winch trucks with a heavier steering axle)</p>	<p>Increase maximum axle weight allowance for the steering axle of a bed, picker or winch truck based on tire size.</p> <p>Note: Weight increase is for tare weight of vehicle only.</p>

If you have any questions, please contact Andrew Pillman, Director of Permitting and Approvals at 403-340-5086 or by email at Andrew.Pillman@gov.ab.ca.

Sincerely

Office of the Minister of Transportation

Mackenzie County Library Board (MCLB)
June 2, 2020 Board Meeting Minutes
Zoom Meeting

Present: Beth Kappelar, La Dawn Dachuk, Lorraine Peters, Wally Schroeder, Kayla Wardley, Lisa Wardley, Cameron Cardinal, Sandra Neufeld.

Guests: Odell Flett, DebbieBueckert, Kathy Janzen.

1.0 Beth Kappelar called the meeting to order at 7:05 pm.

2.0 Approval of the Agenda:

MOTION #2020-06-01 Kayla Wardley moved the approval of the agenda as revised. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2020-06-02 Wally Schroeder moved the approval of the Apr 15/20 MCLB meeting minutes. **CARRIED**

4.0 Review of Action Items:

- The action items were discussed.

5.0 Financial:

5.1 2020/2021 Funding

- The first provincial library funding cheque for the 2020/2021 fiscal year was received..
- Application for the 2nd cheque must be completed by Oct 1/2020.
- Library Societies must watch their expenditures since the current level of funding is not guaranteed. Libraries must be prepared to make cuts. Not everything on the Plan of Service may occur.

5.2 MOU with the High Level Library:

- MCLB will pay the High Level Library \$9,000.00 per year for the services they provide to High Level rural residents who reside in Mackenzie County. It will be paid in 2 instalments, the first on June 30 and the second on Dec 31. A performance review will occur before each payment. Is made. If provincial funding is lowered, these payment amounts will also be adjusted..
- They will also, much as possible, incorporate The MCLB Plan of Service into their operations.
- Once the covid-19 restrictions have been removed, MCLB would also be involved with their Chateh initiative.

MOTION #2020-04-03 Lorraine Peters moved that MCLB sign the new MOU with the HLLB. **CARRIED**

6.0 Library Reports:

6.1 La Crete:

- Their curbside pick-up has been very busy.

6.2 Blue Hills Satellite Library:

- No Report.

6.3 Fort Vermilion:

- The librarian only works two days a week.
- Only two patrons will use the computers at a time.
- Only 5 patrons will be in the library at a time.
- Patrons phone in to request books.
- Most patrons don't use the electronic services available.

6.4 High Level:

- They are planning to offer library services to Chateh.
- They will be limiting access to their library.

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6.5 Zama:

- They are working on their year end.
- They are determining if they are eligible for the 75% Federal Government's wage subsidy.
- They are applying for the GST refund.
- They are involved in phone ordering and curbside pickups of library materials.
- They are passing out 200 Fort Vermilion Strong buttons.

6.6 MCLC:

- The web site traffic is high.
- The web site is being updated.
- The library awareness program is working well.
- The point of service distribution is working well.

MOTION # 2020-06-04 Kayla Wadley moved the acceptance of the reports for information.

CARRIED

7.0 Old Business:

7.1 Little Free Libraries:

- The High Level Library has donated 37 boxes books for the Little Free Libraries.
- An information sheet and an application form for sponsoring a Little Free Library have been created.
- Some host locations may have to be shuffled.
- The applications will be evaluated at the next MCLB meeting.
- MCLB will assist the hosts in obtaining permits for the Little Free Libraries.
- The last issue of the Move Up Magazine has a 2 page spread on our Little Free Libraries.

7.2 Fort Vermilion Library Funding:

- It was recommended that the Fort Vermilion Library Society and the library staff familiarize themselves with MCLB's recently adopted Plan of Service.
- The FCSS rent covered the library's expenses for May.
- The June 2/20 balance sheet showed a surplus of \$10,275.71.
- The FVLS will be invited to the next MCLB meeting on July 14/20. The location will be finalized.

MOTION # 2020-06-04 Lisa Wardley moved that the FVLS be given one quarter of their annual funding
In the amount of \$18,000. 00 .

CARRIED

8.0 New Business:

8.1 Reopening of Libraries:

- The Province plans to move into phase 2 of opening the libraries on June 19/20.
- A fact sheet will be coming out to guide the libraries.
- Hopefully there will be different expectations for smaller libraries.
- There will be a continued focus on on-line services.
- Minister Madu's phone presentation focused on Signage, Code of Conduct, Enforcement, Computer use, etc. The guidelines will be coming out soon.

9.0 Correspondence:

- Minister's Library Awards
- Write Canada Competition

10.0 In Camera:

- Not required.

11.0 Next Meeting Dates and Location: July 14, 2020 at 7:00 pm via. Zoom or face to face location TBD
The FVLS will be invited to attend.

12.0 Adjournment:

MOTION # 2020-06-05 Lorraine Peters moved to adjourn the meeting at 8:25 p.m.

CARRIED

These minutes were adopted this 14th day of July 2020.

Beth Kappelar, Chair

Mackenzie County Library Board (MCLB)
July 15, 2020 Board Meeting Minutes
Fort Vermilion Community & Cultural Complex
Fort Vermilion, Alberta

Present: Beth Kappelar, Lisa Wardley, La Dawn Dachuk, Lorraine Peters, Cameron Cardinal,
Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie Mclean.
Guest: Debbie Bueckert Fort Vermilion Librarian, Kevin Smith Fort Vermilion Library Bookkeeper.

1.0 Beth Kappelar called the meeting to order at 7:09 pm.

2.0 Approval of the Agenda:

MOTION #2020-07-01 La Dawn Dachuk moved the approval of the agenda.

CARRIED

3.0 Approval of the Minutes:

MOTION #2020-07-02 Wally Schroeder moved the approval of the June 2/20 meeting minutes as revised **CARRIED**

4.0 Review of Action Items:

- The action items of the previous MCLB meeting were reviewed.

5.0 Financial:

5.1 MCLB Financial Report as of July 15/20:

- Balance Forward	\$ 77,642.70
- Total Revenues	\$ 154,128.15
- Total Expenses	\$ 144,825.56
- Bank Balance	\$ 85,945.29

MOTION #2020-07-03 Lorraine Peters moved to accept the financial report as presented.

CARRIED

6.0 Library Reports:

6.1 La Crete:

- May's circulation was about 2000 with 48 bags of books picked up per day.
- Only 6 items were missing during inventory.
- Some shrubs need replacing.
- The Seniors Tea was cancelled.
- The Salmon Grill will be decided at a later date.
- They have curbside pickup, 10 patrons in at a time by appointment, have no computer use, and installed Plexiglas.
- They are on summer hours, have hired back one staff, and the custodian.

6.2 Blue Hills Satellite Library:

- Since opening, 6 library cards have been sold and 15 books have been signed out.
- Their yearend financial statement showed an income of 12K, expenses of 7K, and a bank balance of 5K.

6.3 Fort Vermilion:

- During the shutdown there were 56 curbside pickups, books were delivered to seniors, and faxes were passed through the door. 121 items were cataloged, and 56 reference information calls were received.
- During the reopening signage was put up, a hand sanitizer was put by the door, all toys were removed, seating was spread out, only 5 patrons were allowed in at a time, items are shelved after 5 days, only 2 patrons can use the computers, computers are sanitized after each use, reserves can be phoned in, there is no programming.
- Policies need to be updated to reflect Covid19 and a Rapid Response Plan needs to be developed.

6.4 Zama:

- Partnered with FCSS and Community Gardens to plant flowers.
- The forestry crews are using the library.
- They have a button machine. 90 buttons were made for the museum.
- They are in full operation.

6.5 Mackenzie County Library Consortium (MCLC):

- Online Services: The News Reader is great. You can read news from all over the world.
- RB Digital was sold to Over Drive. We will continue using the free services offered by Over Drive

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6.6 High Level:

- They have signed the MOU.
- They weeded their books.
- They opened June 24/20.

MOTION #2020-07-04 Lisa Wardley moved the acceptance of the reports for information.

CARRIED

7.0 Old Business:

7.1 Little Free Libraries:

- The bases and stands for the libraries have been completed and the signage for each library is also completed.
- One permit may be required for all libraries. MCLB will pay for the permit if required.
- Sponsors for all locations were finalized.
- A \$30 charter plaque still needs to be purchased for each library.
- Three truckloads of books have been donated to put into the libraries.
- Maintenance procedures of the libraries will be given to each sponsor.
- John d'or Prairie is interested in sponsoring a Little Free Library.
- Pictures need to be taken of the Little Free Libraries for submission to Move Up Magazine.

MOTION #2020-07-05 Cameron Cardinal moved to accept the host submissions.

CARRIED

MOTION #2020-07-06 Lisa Wardley moved that MCLB purchase the charter plaques.

CARRIED

MOTION #2020--07-07 Lorraine Peters moved that MCLB apply for the required permits.

CARRIED

7.2 Fort Vermilion Library Finances:

- The new rental agreement with FCSS has not been signed.
- All expenses have been paid to date.
- A cheque bounced recently. A reason for it could not be given.
- Some budget areas are close to over spent and the year is just half over.
- Axia needed 30 days notice to be cancelled. They are now with TELUS.
- All expenses must be watched closely for the balance of the year to come in on budget.
- Financial reports should be regular and timely.
- The Balance Sheet must always be kept current.

8.0 New Business:

8.1 Face Masks

- Municipal Affairs is sending MCLB 2000 masks which will be sent to the libraries.
- Inter library loans are in full operation.

9.0 Correspondence:

9.1 None received.

10.0 In Camera:

MOTION #2020-07-08 Kayla Wardley moved to go in camera at 8:25 p.m.

CARRIED

MOTION # 2020-07-09 Lorraine Peters moved to come out of in camera at 8:51 p.m.

CARRIED

MOTION # 2020-07-10 Kayla Wardley moved that MCLB proceed with the Fort Vermilion Library Operating Agreement as discussed.

CARRIED

11.0 Next Meeting Dates and Location: Fort Vermilion Community Complex Aug 4th 2020 at 7:00 p.m.

12.0 Adjournment:

MOTION # 2020-07-11 La Dawn Dachuk moved to adjourn the meeting at 8:55 p.m.

CARRIED

These minutes were adopted this 4th day of August 2020

Beth Kappelar, Chair

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
April 16, 2020**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President/BHP Rep
Dave Schellenberg, Vice President/Shinney Rep
Simon Wiebe, Senior Hockey Rep
Henry Goertzen, Blumenort Rep
Ken Derksen, Minor Hockey Rep
Duffy Driedger, Director
Joe Driedger, Director
Peter F Braun, County Rep
Philip Krahn, Director
Philip Doerksen, Arena Manager
Corrina Doerksen, Secretary
Abe Fehr, Treasurer
John Acreman, Rec Coordinator

Absent: Holly Neudorf
John Zacharias

Call to Order: President Shawn Wieler called the meeting to order at 5:58 p.m.

Approval of Agenda

- 1: Add 7A Work Plan
Peter Braun moved to accept the agenda as amended.

CARRIED

Rec Coordinator Report – John Acreman

- 1: Programming has been shut down since March 16, 2020 due to Covid 19.
- 2: John is working towards programming on a digital basis with activities and challenges on our website and Facebook page to keep people active.
- 3: Planning for summer programs is going ahead so that everything is in place once restrictions are lifted.

- 4: Canada Summer Jobs Grant has been applied for.

John Acreman left the meeting at 6:04 p.m.

Financials:

- 1: Financials were presented by Abe Fehr

Abe Fehr left the meeting at 6:16 p.m.

Approval of Previous Meeting's Minutes

Ken Derksen moved to accept the March 12, 2020 regular meeting minutes as presented.
CARRIED

Review of Action Sheet

1. Managers Performance Review to be completed by April 30, 2020.
Subcommittee of Shawn Wieler, Dave Schellenberg and Ken Derksen will meet with Philip to carry out the review.

Managers Report – Philip Doerksen

1. Philip Doerksen presented the Managers Report.

Henry Goertzen moved to accept the Manager's Report as presented.

CARRIED

New Business:

7A Work Plan

Concerns were raised on how the NLRC shut down because of Covid 19 was affecting Employees, Philip ensured that other than getting a 2-week head start it was no different than any other summer, maintenance and preparation of all recreation facilities still needed to be completed.

Simon Wiebe moved to go in camera at 6:30 p.m.

Joe Driedger moved to go out of camera at 6:49 p.m.

Duffy Driedger moved for the meeting to be adjourned at 7:00 p.m.

Next Meeting will be **May 14, 2020 at 6:00 p.m.**

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
May 14, 2020**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President/BHP Rep
Dave Schellenberg, Vice President/Shinney Rep
Simon Wiebe, Senior Hockey Rep
Henry Goertzen, Blumenort Rep
Ken Derksen, Minor Hockey Rep
Duffy Driedger, Director
Joe Driedger, Director
Peter F Braun, County Rep
Philip Krahn, Director
John Zacharias, Blue Hills Rep
Holly Neudorf, Figure Skating Rep
Philip Doerksen, Arena Manager
Corrina Doerksen, Secretary/Treasurer
John Acreman, Rec Coordinator

Call to Order: President Shawn Wieler called the meeting to order at 5:59 p.m.

Approval of Agenda

- 1: Add 9.4 Capital Projects
Peter Braun moved to accept the agenda as amended.

CARRIED

Rec Coordinator Report – John Acreman

- 1: Online videos are being posted daily
- 2: Virtual walking and running clubs are being held
- 3: Prepping for Tim Bits soccer so registration can begin once jerseys are received and restrictions are lifted.

- 4: Still waiting to hear from Canada Summer Jobs Grant

John Acreman left the meeting at 6:11 p.m.

Financials:

- 1: Financials were presented by Philip Doerksen

Duffy Driedger moved to accept the financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

Ken Derksen moved to accept the April 16, 2020 regular meeting minutes as presented.

CARRIED

Review of Action Sheet

1. Managers Performance Review was completed by the subcommittee.

Managers Report – Philip Doerksen

1. Philip Doerksen presented the Managers Report.

Philip Krahn moved to accept the Manager's Report as presented.

CARRIED

New Business:

9.1 BHP Skate Shack

BHP wants to build a new skate shack and garage quoted at \$21000, \$18500 had already been donated with FVSD donating \$5000 and various others. LG Construction will build using grade 8 & 9 students from BHPS, they are asking for the LCRS to agree to cover any overage expenses.

Dave Schellenberg makes a motion to approve the Buffalo Head Skate Shack as a Capital Project.

CARRIED

Peter Braun makes a motion that LCRS contribute up to \$5000 from the capital funds.

CARRIED

9.2 Baseball Diamond Parking Lot

People are wondering where to park at the baseball diamond since the gravel pad has made smaller, the grass is also available for parking.

9.3 Old Curling Rink Walkway

Walkway was taken out approximately 4 years ago and is deteriorating, someone has shown interest and Philip is wondering what to do with it. LCRS agreed that the walkway was available to the interested person.

9.4 Capital Project

Cost of synthetic lanes will be over budget by \$2152.75.

Duffy makes a motion to approve the additional funds to come out of capital funds.

CARRIED

The sweeper was sent to the city to be fixed, cost will come out of maintenance.

Joe Driedger moved to go in camera at 6:52 p.m.

Henry Goertzen moved to go out of camera at 7:06 p.m.

Simon Wiebe moves to accept the Managers Performance Review and recommendations as presented by the subcommittee.

CARRIED

John Zacharias moved for the meeting to be adjourned at 7:19 p.m.

Next Meeting will be **June 11, 2020 at 6:00 p.m.**

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
June 11, 2020**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Shawn Wieler, President/BHP Rep
Dave Schellenberg, Vice President/Shinney Rep
Simon Wiebe, Senior Hockey Rep
Henry Goertzen, Blumenort Rep
Ken Derksen, Minor Hockey Rep
Peter F Braun, County Rep
John Zacharias, Blue Hills Rep
Philip Doerksen, Arena Manager
Corrina Doerksen, Secretary/Treasurer
John Acreman, Rec Coordinator

Call to Order: President Shawn Wieler called the meeting to order at 5:50 p.m.

Approval of Agenda

- 1: Add 9.1 Relaunch
 - 2: Add 9.2 Old Baseball Diamond Fence
 - 3: Add 9.3 Printer
 - 4: Add 9.4 Rec Proposal for Fall
- Peter Braun moves to accept the agenda as amended.

CARRIED

Rec Coordinator Report – John Acreman

- 1: John and Philip participated in an online Alberta Health town hall meeting.
- 2: Recreation Coordinating can start June 12, 2020.
- 3: Sports must be limited to cohorts of 50 people.
- 4: John will hold a parent meeting regarding youth baseball to see if there are enough parents willing to commit to running the program.

John Acreman left the meeting at 6:01 p.m.

Financials:

- 1: Financials were presented by Philip Doerksen
- Ken Derksen moves to accept the financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

Dave Schellenberg moves to accept the May 14, 2020 regular meeting minutes as presented.

CARRIED

Review of Action Sheet

1. Nothing New

Managers Report – Philip Doerksen

1. Philip Doerksen presented the Managers Report.

Simon Wiebe moves to accept the Manager's Report as presented.

CARRIED

New Business:

9.1 Relaunch

Homestyle Shopping and Auction companies have asked to hold their events at the Northern Light Recreation Center. Renters, Not LCRS, are responsible for following all guidelines presented.

Dave Schellenberg makes a motion to allow vendors to rent the facilities as long as they follow guidelines provided by Alberta Health Services.

CARRIED UNANIMOUS

9.2 Old Baseball Diamond Fence

The old baseball diamond does not get any use and Philip asked what LCRS wanted done with it.

Peter Braun makes a motion for the backstop and fence be put up to tender with a deadline to be removed.

CARRIED

9.3 Printer

A new printer is needed for the managers office.

Dave Schellenberg makes a motion for Philip to spend up to \$1500 on a new printer.

CARRIED

9.4 Rec Proposal for Fall

Jason Neustaeter will not be returning in fall, John Acreman proposed to continue fall programming with the help of an additional hired staff member, Philip will come back with a recommendation at the August meeting as added to the Action Sheet.

John Zacharias moves to go in camera at 6:42 p.m.

Henry Goertzen moves to go out of camera at 6:47 p.m.

Simon Wiebe moves for the meeting to be adjourned at 6:54 p.m.

Next Meeting will be **August 13, 2020 at 6:00 p.m.**

ACTION SHEET

Following June 11, 2020 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Outdoor Rinks Skate Sharpener	LCRS	August 2020	In Progress
2.	Rec Coordinator Proposal	Philip Doerksen	August 2020	In Progress
3.				
4.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Carol Gabriel at the County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 th	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	



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Thursday, August 27, 2020 | 11 am - 2:30 pm

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Need More Info? Contact:

Mel Beaudette:

780-523-8262

**COVID SAFETY
MEASURES WILL BE
OBSERVED**

780-523-2508 : AWOS Weather System

123.175 : Airport AWOS frequency

122.800 : Airport Runway Frequency



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